

Marlow Methodist Church

Trustees' Report and Accounts for the Year Ended 31st August 2023

Marlow Methodist Church (Registered Charity No. 1199146) is situated in Spittal Street, Marlow SL7 3HJ, Buckinghamshire.

Mission Statement

We embrace Jesus as Lord and Saviour. Through variety of worship, prayer and service we encourage spiritual growth and nurture a caring fellowship that reaches out to the wider community.

Worship

We welcomed a new minister Rev Kate Strange in Sep 2022 who has been instrumental in guiding us through new initiatives in all areas of our Worship. Regular Sunday morning worship services, which had resumed in the Church after the ending of covid restrictions, continued throughout the year. 'Messy Church' was launched and will continue with our newly appointed Children's and Family Worker (after a short gap). The Wednesday Fellowship continues to meet most weeks and there are other additional services to mark special occasions, especially around Christmas and Easter. Services are led by the Minister and by lay 'local' preachers. The Sunday services continued to be streamed online via the Church website for the benefit of those unable to worship in person. There is a regular 'online' congregation.

The Ark Café

The Ark Café opened in September 2021 and has now completed 2 full years of 'not for profit' trading. It was named the Ark Café to underline its function as a place of hospitality, welcome and friendship in a warm 'safe space'. Its location in the centre of Marlow puts it in an unrivalled position to offer these benefits to the general public.

The Ark Café opens to the public six days a week, serving light meals, cakes and non-alcoholic drinks. During the year it had a full-time paid manager, assisted by volunteers, many of which are from local special needs schools. Although in the original outline the students with learning challenges hadn't been thought of, that work is amazing and really beneficial and has shaped the Ark in both who visits us and the 'feeling' of the place both as a place of welcome and inclusion.

The Ark Café Management group have met to oversee the running of the Ark café. They felt that funds would allow us to also recruit a part-time Front of House Assistant and also a second part-time Kitchen Assistant to help and support the Kitchen Lead. This will allow two paid staff to be on the premises during opening hours (one front of house and one in the kitchen). The success of the Ark Café has been substantial and in financial terms has reached the threshold which requires us to pay VAT on Sales.

Youth Work

The Church employed a part-time Children & Families Worker. However, the incumbent resigned her position and a new person was appointed in July 2023. Her work is focused on building relationships between the Church and children and young people, and with their

parents. To this end she promoted and led activities aimed at helping them grow in their Christian faith.

Pastoral Care

Pastoral care of the Church family continued to be provided by the Minister and a team of pastoral visitors. Church members and others are visited should they be unable to come to Church because they are elderly, sick at home or in hospital, bereaved or in any other way in need of support, spiritual or otherwise.

Fellowship Groups

Small groups met on a regular basis, either on Church premises or in members' homes, for the purposes of prayer, Bible study or other religious and educational activities. Friendship groups, open to all, met three times a week and fellowship lunches in the hall took place every month.

Use of Premises for the Public benefit

The hall and ancillary rooms were extensively used by local community organisations. These included parent and toddler groups, Choral Society rehearsals, Alcoholics Anonymous, Camera Club, Pilates, Dementia group, Arts Society and 'Sing Your Pain Away' music group.

Governance

The governing body of Marlow Methodist Church is the Church Council, the members of which are its Trustees. The Council includes ex-officio members by virtue of the office they hold within the Church, representatives of Church organisations, and members appointed from the body of the Church at the Annual General Church Meeting. The Council appoints Church Stewards who, together with the Minister, form the Leadership Team. Trustees automatically change as members of the Church Council from time-to-time change.

The Church Council acts as managing trustees for the church building, which is held on Model Trusts, and the custodian trustees holding legal title for the property are the Trustees for Methodist Church Purposes (TMCP). The Church is part of the High Wycombe Methodist Circuit, a group of Methodist Churches in the High Wycombe area.

The Church has a website marlowmethodistchurch.org.uk on which detailed information about its services of worship and other activities can be found.

Trustees

The names of the Trustees during the year were:

Hazel (Tina) Ashburner	Carolyn Luscombe
Valerie Cameron	Sir Alastair Norris
Robert Crawshaw	Elizabeth Riches
Steven Crawshaw	Anne Roy-Barker
Norman Donkin	Malcolm Shergold
Rosalind Drew	Jane Slater
David Duxbury	Michael Standell
Jacquelyn Duxbury	Nigel Sweet
Robert (Paddy) Gallagher	Rev Kate Strange
Susan Gallagher	Michael Wright
Nigel Hodson	
Irene (Margery) Hodson	

Financial Review

The Accounts for the Year are attached and show a from all sources (including lettings and Gross Café Income) of £226,804 and a net surplus of £65,457. This sum included 'windfalls' due to the fact some loans for the 2021 Building Project were 'released' and a substantial VAT refund from the budling work was also received. There are plans to use these windfalls to cover items of the Building Project which were delayed due to funding issues, specifically new heating for the main sanctuary,

Receipts and Payments Accounts

The signed and agreed accounts below are in the standard form prescribed by The Methodist Church.

Reserves and other Policies and Funds

The Reserves Policy as agreed at the Church Council dated 2 Nov 2022 is attached below.

THE METHODIST CHURCH
STANDARD FORM OF ACCOUNTS

MARLOW METHODIST CHURCH

Church

FOR THE YEAR ENDED

Thursday, 31 August 2023

HIGH WYCOMBE

Circuit

Circuit no.

2327

Registered Charity - Charity Registration number

1199146

If not a registered charity Her Majesty's Revenue and
Customs Gift Aid number

(The HMRC number is equivalent to a registered charity number in terms of evidence of charitable status and may be used to give to donors or grant funders wishing to see evidence of the organisation's charitable status. Methodist charities in England and Wales that are not registered charities are excepted from registration under Statutory Instrument 2014 No.242)

Minister:

REV KATE STRANGE

Church Stewards:

Mrs Ros Drew

Mr Robert Gallagher

Mrs Susan Gallagher

Mrs Annie Roy-Baker

Treasurer:

Mr Michael Wright

**MARLOW METHODIST
CHURCH**

Church

SECTION A		Unrestricted Funds	Restricted Funds	Totals this year		Totals last year
		£	£	£		£
a1	RECEIPTS	Note				
a2	Offerings and Tax recovered		70,710	18,243	88,953	74,356
a3	Bank and CFB interest and Investment income		3,080		3,080	258
a4	Lettings		15,402		15,402	12,157
a5	Other receipts		10,684	108,685	119,369	99,959
a6	TOTAL RECEIPTS		99,876	126,928	226,804 (a7)	186,730
SECTION B						
b1	PAYMENTS					
b2	Circuit Assessment or Share		35,200		35,200	44,000
b3	Donations		8,330		8,330	8,510
b4	Repairs and Maintenance		14,464	5,429	19,893	26,717
b5	Utilities (Insurances, water charges, heating & lighting)		15,456	1,800	17,256	10,048
b6						
b7	Other payments		11,862	68,806	80,668	129,735
b8	TOTAL PAYMENTS		85,312	76,035	161,347 (b9)	219,010
SECTION C						
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	14,564	50,893	65,457	(32,280)
c2	Total funds brought forward from last year		57,955	41,101	99,056 (c6)	131,336
c3	Sub total	(c1+c2)	72,519	91,994	164,513	99,056
c4	Transfers and adjustments		4,587	(4,587)	(3) (c7)	
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	77,106	87,407	164,510 (c8)	99,056 (c6)

SECTION D			
FOR INFORMATION ONLY: MONEY RECEIVED AND PASSED ON TO EXTERNAL ORGANISATIONS			
d	(these amounts are not to be included in total receipts/payments figures above)	£	£
d1	Balance brought forward from last year		
d2	Offerings/Gifts - received for external organisations	25,426	1,304
d3	Offerings/Gifts - passed to external organisations	25,426	1,304
d4	BALANCE STILL TO BE PAID (d1+d2-d3)		

SUMMARY OF CHURCH ACCOUNTS AND INTERNAL ORGANISATIONS REPORTING TO THE CHURCH COUNCIL

SECTION E

Please follow the Guidance Notes to complete this page

Summary of the Church accounts for the year ended 31 August 2023 and Internal Organisations reporting to the Church Council/Church Meeting. Note that the funds of an Internal Organisation would normally be Restricted funds unless it could be clearly shown that they could be used for any Methodist purpose. This section must be completed to arrive at the gross income and expenditure totals of the Church. If gross income exceeds the Accruals threshold, then the Accruals method of accounting AND A DIFFERENT FORM must be used to report the accounts (see Methodist website). Please refer to the guidance notes regarding transfers between the District and connected District Organisations.

INTERNAL ORGANISATIONS	Receipts	Payments	Net Receipts/ Payments	Adjustments	Opening balances	Closing balances
e1						
e2						
e3						
e4						
e5						
e6						
e7						
e8 Sub total of Internal Organisations funds					(e11)	(e12)
e9 Church accounts (totals brought forward from page 2 - totals column)	226,804 (a7)	161,347 (b9)	65,457	(3) (c7)	99,056 (c6)	164,510 (c8)
e10 TOTAL CASH FUNDS HELD BY CHURCH	226,804	161,347	65,457	(3)	99,056 (x)	164,510 (y)
	TOTAL RECEIPTS	TOTAL PAYMENTS				

Continue on a separate sheet if necessary and bring the totals forward

SECTION F

STATEMENT OF ASSETS AND LIABILITIES

CHURCH - CASH FUNDS HELD at 31 August 2023

	OPENING BALANCES	CLOSING BALANCES
f1 Assessment PIA	11,000	12,450
f2 Bank Current Account	13,158	5,898
f3 Bank Deposit Account		
f4 Central Finance Board	74,900	96,164
f5 Adjustment	(2)	(2)
f6 Other funds		50,000
f7 SUB TOTAL - Church accounts	99,056 (c6)	164,510 (c8)
f8 Total funds held by Internal Organisations (the closing balance total from above) (e12)	(e11)	(e12)
f9 TOTAL CASH FUNDS HELD BY CHURCH	99,056 (x)	164,510 (y)

SECTION G

OTHER ASSETS and LIABILITIES

	At 1 September 2022	At 31 August 2023
g1 Investments (include Endowments)	415	415
g2 Land & Buildings (see notes re Insurance value)	4,040,000	4,267,165
g3 Other Assets	130,129	137,446
g4 Loan(s) - show amount outstanding at year end	20,000	
g5 Other Liabilities		

f4 Include only Funds held at the Central Finance Board

f5 Include only Funds held at Trustees for Methodist Church Purposes

g1 Include any other investments (not the cash element of TMCP trusts accounts this is included in line f5)

Name of Church: Marlow Methodist Church.

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2023 have been prepared from the records of the Church and that they include all funds under the control of the Church trustees.

Signature of treasurer



Date

2 Oct 2023

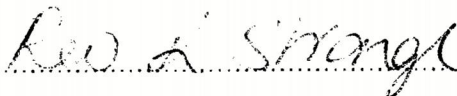
Name and address of treasurer : Michael Wright

54 Seymour Park Road, Marlow Post Code: SL7 3EP

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2023 were/will be* presented to the meeting of the Church trustees held on 1 Nov 2023

Signature of the Chair of the meeting



Name of the Chair of the meeting Rev Kate Strange. Date

Independent Examiner's Report to the Trustees of the

Marlow Methodist Church

Charity Number 1199146

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Marlow Methodist Church for the year ended 31 August 2023 set out on pages 1 to 4 As the Church's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Church's accounts carried out under section 145 of the Act and, in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

* delete or circle as appropriate

Name of Church MARLOW METHODIST CHURCH No

Independent Examiner's Statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below*) which give me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts do not accord with the accounting records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

I ~~have~~/have not* obtained independent verification of all investments with the Trustees for Methodist Church Purposes or held in other trusts, bank balances and funds at the Central Finance Board of the Methodist Church which are individually in excess of £10,000 (ten thousand pounds) at the balance sheet date.

Signature of independent examiner 

Name of independent examiner CHARLOTTE REDCLIFFE

Relevant professional qualification of independent examiner ICAEW

Name of firm (where appropriate)

Address : 4 Westminster Close, High Wycombe, HP11 1QR

Date 26 Nov 2023

* delete or circle as appropriate

Marlow Methodist Church Reserves Policy November 2022

Aims of the reserves policy

- To secure and sustain the viability and future of Marlow Methodist Church; and
- To give reassurance to members of the Church, and to the general public, that the Church (which is a charity) intends to use all of the money given to it for the purposes of its work.

Mission policy

Statement:

We embrace Jesus as Lord and Saviour; through variety of worship, prayer and service we encourage spiritual growth and nurture a caring fellowship in the church that reaches out to the wider community.

Aims:

- Provide an all inclusive variety of worship and teaching to address the needs of all people.
- Share and demonstrate our faith so that others find their way to God through Jesus.
- Provide the opportunity to develop spiritual growth for all.
- Encourage spiritual development and respond to the needs of children and young people.
- Provide a network for pastoral care.
- Promote a Christian understanding of daily living within the wider community.
- Assist in meeting the needs of the community.
- Share mission and worship with other churches in the area.
- Encourage and develop an open and welcoming fellowship.
- Manage our resources for the benefit of all.
- * To run a not-for-profit community café.

Financial policy

To prepare an annual budget which includes:

- Income from weekly collections and planned giving;
- Other income from lettings, wedding and funeral fees, donations, fundraising, deposit interest and Gift Aid;
- The Circuit Assessment, which is agreed on an annual basis;
- A contribution to the "Outreach Fund" for donations to Connexional funds, to Methodist charities and to local charities;
- The costs of heating, lighting, insuring, cleaning and maintaining our building; and
- Printing and other sundry costs relating to the continuation of our work and witness in Marlow.

The annual statement of income and expenditure and the balance sheet are examined by an External Examiner and are presented to the Church Council, which is the managing trust for the Church.

Reserves Policy

We have a total of 6 funds:

General fund (unrestricted)

We have an obligation to meet the quarterly payment of the Circuit Assessment in advance and to meet the costs of running and maintaining our building and resourcing our work and witness. Our policy is to hold in our General fund reserves approximately six months of such expenditure.

Children and Young People's Worker Fund (restricted)

This fund is earmarked for income and expenditure associated with the employment of a Children's and Young People's Worker.

Outreach Fund (unrestricted)

An agreed amount from the General Fund is allocated each year for donations to Methodist charities and other national and local charities. A small amount of fundraising is also carried out.

Ten Year Plan (unrestricted) – Property Maintenance Provision.

An amount is transferred each year from the General Fund to provide for unexpected or exceptional expenditure relating to the Church property and its fixtures, fittings and equipment.

Premises Project Fund. (Restricted)

This fund was opened in Nov 2018 to hold income and expenditure connected with the Vision and Mission premises project.

It will hold monies identified for the project and raised through fundraising, direct donations, regular giving, grants and approved transfers from the general fund and 10 Year Plan. Expenditure will be that directly related to the Premises Project. Once all expenses to builders and advisors are paid, the fund will continue to accept income and transfers until there is sufficient credit to pay off any remaining loans made to support the project.

Wednesday Fellowship Fund. This fund receives income from donations during the group's activities. Its expenditure is for expenses related to its activities and donations to chosen outreach activities.

Cooinda Fund. This fund receives income from donations during the group's activities. Its expenditure is for expenses related to its activities and donations to chosen outreach activities.

Ark Café. Whilst recognising that the Ark Café is a part of the church and its mission, the accounts for the café will be treated as separately as possible in a sub-fund in order that its financial viability can be easily seen. The café accounts will contribute to church general expenditure where deemed appropriate (eg cleaning contract, utilities and waste disposal).

Mike Wright
Treasurer

Confirm by Church Council 2 November 2022