

Annual Report of Otford Methodist Church Year Ending 31st August 2024

Charity No 1204291

Administrative information

Otford Methodist Church

Address

Otford Methodist Church

High Street

Otford

Sevenoaks

TN14 5PH

For correspondence

Minister

Treasurer and Secretary of Church Council

Rev J Braund

Mrs C Oakley

18 The Old Walk

1 Nightingale Road

Otford

Kemsing

Sevenoaks

Sevenoaks

TN14 5PP

TN15 6RU

Objectives and Activities

The purposes of the methodist church are and shall be deemed to have been since the date of union the advancement of (a) the christian faith in accordance with the doctrinal standards and the discipline of the methodist church; (b) any charitable purpose for the time being of any connexional, district, circuit, local or other organisation of the methodist church; (c) any charitable purpose for the time being of any society or institution subsidiary or ancillary to the methodist church; (d) any purpose for the time being of any charity being a charity subsidiary or ancillary to the methodist church.

The Church has maintained worship services on Sunday Mornings and a monthly service on Sunday evening. Support has continued to the local primary school through our Bags of Help scheme. Weekday activities have continued for Children through Toast and First Steps..... Junior Church has continued on a Sunday morning. Community groups continue to hire the halls.

The trustees have complied with the duty in section 4 of the 2011 Charities Act to have due regard to guidance published by the Charity Commission, including public benefit guidance. The trustees have referred to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

Achievements and Performance

The church has worship services at 10.30am every Sunday and these are broadcast to the internet. There is a healing service at 6.30pm on the first Sunday of the month.

Refreshments are provided for all in the Hall following the morning service.

Junior Church is provided during the 10.30am services for all children, attending the first part of the service before moving to the Church Hall.

Nine fellowship groups meet fortnightly in various locations and at various times of day and evening

Other groups which meet and include members from outside the church:

The Women's Fellowship meets on Wednesday afternoons in term time

A Women's Breakfast is held twice yearly in the church hall.

First Steps, for parents and children under school age – an ecumenical group meets fortnightly.

Toast Club, for primary school children is held fortnightly during term time in the church hall.

Two Alpha type courses were run.

Weekly prayer meetings were held using Zoom during winter and in person during Summer.

Who Let the Dads Out, a monthly meeting for Dads and male carers with primary age and younger children.

Carpenter's Arms a men's group meet monthly.

Hall Lettings

A considerable number of community groups use the Church hall.

Regular community use includes:

Art Class	Keep fit classes – Serendip
Dance Teacher giving individual lessons	Guides and brownies
Drama Groups	Counselling services
U3A Groups	National Childbirth Trust Sessions

Review of progress and achievements 2023-24

The leak problem from the roof windows was fixed.

The foyer improvements were carried out in March.

Money was raised to support Christian Aid and All We Can.

Cook continue to supply meals to be distributed to those in need. The School continue to identify families in need of groceries.

We now supply up to five families once a fortnight during term time.

Two events were held for the local community, a Choir performance and a Comedic Presentation

Financial Review

The total receipts of the charity amounted to £110,228 with net payments of £44,884 (2023 total receipts of £104,474 with net payments of £10,535)

Reserves Policy

The policy of the charity as at 31 August 2024 was to have free reserves of £55,000 to fund its work. Unrestricted funds at 31 August 2024 were £71,256 (2023: £75,021) and restricted funds were £81 (2023: £41,200). As at 31 August 2024 the assets of the charity are considered adequate to fulfil its obligations and the trustees consider the state of our financial affairs to be satisfactory.

Structure, Governance & Management

The charity is an unincorporated charity governed by the Deed of Union (1932) and Methodist Church Act (1976) adopted 26 October 1976. The charity was registered with the Charity Commission on 9 August 2023

Trustees are appointed by the Church Council.

Trustee List

Managing Trustees (Church Council 2023 - 24)

Rev J Ritson – Minister until 31 August 24

Rev J Braund - Minister from 1 September 24

Mr N Rowell – Chief steward

Mr J Ward - Steward

Mr J Goodburn - Church Council Secretary from September 23

Mrs A Rowell

Mrs S Goodburn – Steward

Mrs A Knapp – Steward

Rev J Curnow – Supernumerary

Mr A Mitchell – Junior Church

Mrs S Mitchell – Junior Church

Mrs I Goodwin – Pastoral Secretary

Mr D Baxter

Ms S Wilkins - steward

Mrs S Ward

Mrs C Cable

Mr F Mair – property

Ms S Cole

Mr M Harris – Until 12 December 24

Mr R Paterson – worship

Mrs D Paterson - until 26 December 24

Mrs H Harris - until 12 December 24

Mr M Jones

Miss E Graham

Mrs A Suaznabar – from September 23

Mrs R Cracknell - from September 23

Mrs K Ritson – until 31 August 24

Mrs C Oakley – Steward, Treasurer, Safeguarding, church council secretary until September 23

Mrs J Pearce

Mrs J Mair

Mr R Evans – from June 24 - Steward

Mrs K Baxter

Approved by the trustees and signed on their behalf by

Rev. Jane Braund
Chair

Date Braund 19-3-25

THE METHODIST CHURCH STANDARD FORM OF ACCOUNTS

Otford Methodist	Church
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FOR THE YEAR ENDED

31 August 2024

Weald of Kent	Circuit	Circuit no. 36/18	
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Registered Charity - Charity Registration number

1204291

If not a registered charity **His Majesty's Revenue and Customs**

(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 John Ritson (until August 2024) / Rev Jane Braund (from September 2024)

Church Stewards:

Dr Nick Rowell	Shirley Goodburn
Carol Oakley	Alison Knapp
John Ward	Sue Wilkins
Robin Evans	

Treasurer:

Carol Oakley

SECTION A			Unrestricted Funds	Restricted Funds	Totals this year	Totals last year
			£	£	£	£
a1	RECEIPTS	Note				
a2	Offerings and Tax recovered		90,849		90,849	88,115
a3	Bank and CFB interest and Investment income		2,046	1,028	3,074	2,711
a4	Lettings		9,905		9,905	12,154
a5	Other receipts		5,800	600	6,400	1,494
a6	TOTAL RECEIPTS		108,600	1,628	110,228 (a7)	104,474
SECTION B						
b1	PAYMENTS					
b2	Circuit Assessment or Share		64,656		64,656	60,916
b3	Donations		10,360		10,360	9,696
b4	Repairs and Maintenance		6,648	40,179	46,827	15,614
b5	Utilities (Insurances, water charges, heating & lighting)		9,790		9,790	10,499
b6						
b7	Other payments		23,479		23,479	18,284
b8	TOTAL PAYMENTS		114,933	40,179	155,112 (b9)	115,009
SECTION C						
c1	NET RECEIPTS/PAYMENTS FOR THE YEAR	(a6-b8)	(6,333)	(38,551)	(44,884)	(10,535)
c2	Total funds brought forward from last year		75,021	41,200	116,221 (c6)	126,756
c3	Sub total	(c1+c2)	68,688	2,649	71,337	116,221
c4	Transfers and adjustments		2,568	(2,568)	0 (c7)	0
c5	TOTAL FUNDS AT END OF YEAR	(c3+c4)	71,256	81	71,337 (c8)	116,221 (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				0	0
d2	Offerings/Gifts - received for external organisations				3,366	5,121
d3	Offerings/Gifts - passed to external organisations				3,366	5,121
d4	BALANCE STILL TO BE PAID	(d1+d2-d3)			0	0

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 2024 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			0			0
e2			0			0
e3			0			0
e4			0			0
e5			0			0
e6			0			0
e7			0			0
e8	Sub total of Internal Organisations funds					
	0	0	0	0	0 (e11)	0 (e12)
e9	Church accounts (totals brought forward from page 2 - totals column)	110,228 (a7)	155,112 (b9)	(44,884) (c7)	116,221 (c6)	71,337 (c8)
e10	TOTAL CASH FUNDS HELD BY CHURCH	110,228	155,112	(44,884)	0	116,221 (x)
						71,337 (y)
Continue on a separate sheet if necessary and bring the totals forward						
	TOTAL RECEIPTS	TOTAL PAYMENTS				

SECTION F**STATEMENT OF ASSETS AND LIABILITIES**

CHURCH - CASH FUNDS HELD at 31 August 2024		OPENING BALANCES	CLOSING BALANCES
f1	Cash in hand		
f2	Bank Current Account	27,516	46,449
f3	Bank Deposit Account		
f4	Central Finance Board	88,705	24,888
f5	Trustees for Methodist Church Purposes		
f6	Other funds		
f7	SUB TOTAL - Church accounts	116,221 (c6)	71,337 (c8)
f8	Total funds held by Internal Organisations (the closing balance total from above) (e12)	0 (e11)	0 (e12)
f9	TOTAL CASH FUNDS HELD BY CHURCH	116,221 (x)	71,337 (y)

SECTION G**OTHER ASSETS and LIABILITIES**

	At 1 September 2023	At 31 August 2024
g1	Investments (include Endowments)	
g2	Land & Buildings (see notes re Insurance value)	3,313,469
g3	Other Assets	25,680
g4	Loan(s) - show amount outstanding at year end	
g5	Other Liabilities	1,221
		1,230

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 Otford Methodist

Declarations and Scrutiny

I confirm that these Receipt and Payment based accounts for the year to 31 August 2024 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 C. A. Oakley Date 28/3/25

Name and address of treasurer CAROL OAKLEY

1 Nightingale Rd. Kemsing Sevenoaks Post Code TN15 6RU

Presentation to the Church trustees

I confirm that the annual report and accounts for the year ended 31 August 2024 were/will be* presented to the meeting of the Church trustees held on

Signature of the Chair of the meeting J. Brand

Name of the Chair of the meeting JANE BRAND Date 19-3-25

Independent Examiner's Report to the Trustees of the

..... Otford Methodist Church

Charity Number 1204291

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the Otford Methodist Church for the year ended 31 August 2024 set out on pages 1 to 3 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 Otford Methodist

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 S. F. Allen

Name of independent examiner SAMANTHA ALLEN

Relevant professional qualification of independent examiner F.S.A.

Name of firm (where appropriate)

Address 42A CHILDSBRIDGE LANE, KEWING,

..... SEVENOAKS, KENT Post Code TN11 6QR

Date 28/3/25

* delete or circle as appropriate									
Form Reviewed	Aug-24								