

TONBRIDGE METHODIST CHURCH
REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2024

Registered Charity – registration number 1206065

Weald of Kent Circuit no.36/18

Minister Rev Kirsty McGhee

Stewards Valerie Lovett
 Joanne Rowe
 John Davis
 Keith Reynolds

Treasurer John Davis

TONBRIDGE METHODIST CHURCH

TRUSTEES ANNUAL REPORT ON FINANCE AND GOVERNANCE

FOR THE YEAR ENDED 31 AUGUST 2024

INTRODUCTION

Included in this report are the aims of the Church and a commentary on the financial aspects of its work. This report has been prepared based on the activities and plans as they are known at the current time.

MISSION STATEMENT

Working together we aim to show God's love in action.

We aim to :

Offer a variety of worship which opens all who enter to God's transforming spirit

Encourage deeper exploration of our faith through discipleship and sharing of our stories

Create and sustain a Church family which is rooted deeply in the love of God

Live out our Christian faith in word and action through partnering with our local community and beyond

Work with others worldwide for justice, peace and reconciliation

REVIEW OF THE YEAR

These accounts show an surplus of receipts over payments of £6531 for the year which has been added to reserves.

Income

Church income is primarily drawn from offerings and gift aid tax recovery

The Church premises are made available to a range of organisations who contribute letting income.

Grants are provided by the Circuit and the District towards the cost of the Community Lead

Expenditure

The major expenses are:

Payment of the Circuit Assessment which covers the cost of Circuit ministers and staff

Reimbursement of the cost of the Community Lead employed through the Circuit

Maintenance and utilities relating to the premises

Significant Transactions

The appointment of the Community Lead, who started in April 2023, was confirmed and it is anticipated that this will continue into the future. The grants which cover approximately two thirds of the costs have been committed thorough to 2025, after which the Church will be seeking additional funding to contribute to this expense. The Circuit has agreed to provide continuing funding beyond this date.

The Community Lead has been able to assist the Church in providing community support for families through a coffee morning and creche, lunches, toast club, a meeting for older members of the community and providing a safe space for teenagers.

The Church acts as host to a community larder which provides support to members of the local community that are in need.

The Church has a Legacy Fund which held a balance of £45822 at 31 August 2024. The fund represents the balance of legacy monies that were given to the Church in earlier years. Although this fund is unrestricted as defined by charity law it is subject to the rules of the Methodist Church regarding its use. For this reason it is shown as part of designated funds in the Church Accounts. There are currently no specific plans for the use of this fund but it would be available to cover the cost of the Community Lead if required.

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TRUSTEES ANNUAL REPORT ON FINANCE AND GOVERNANCE

FOR THE YEAR ENDED 31 AUGUST 2024

FUND BALANCES

At 31 August 2024 the cash resources on the general fund of the Church amounted to £42338 giving approximately 4 months cover for general expenditure. There are investments and cash resources on the Legacy Fund which amounted to £45822 which are available to support the Church when exceptional costs arise. The restricted funds are represented by cash resources.

PLANS FOR 2024 – 2025

The Church financial plans for the coming year have been prepared on the basis that giving by members, which is largely by monthly standing order, will continue at a similar level and that Gift Aid continues as currently. With this income, the letting receipts and the grants that have been committed the trustees are satisfied that there will be sufficient income and reserves to meet the ongoing expenditure.

The Church plans to continue the work of the Community Lead for the forthcoming year.

BASIS OF PREPARATION AND LEGAL FRAMEWORK

The Charities annual report and accounts for the year ended 31 August 2024 have been prepared in accordance with the Charities Act 2011 and the Accounting and Reporting for Charities; Statement of Recommended Practice 2015 as applicable to the Financial Reporting Standard 102.

Full name of Charity	Tonbridge Methodist Church
Registration Number	1206065
Date of Registration	5 December 2023
Main communication address	Higham Lane, Tonbridge, TN10 4JG

The members of the Tonbridge Methodist Church Council are the Charity Trustees. The full membership is shown in Appendix A to this report.

CHURCH MINISTER AND OFFICERS

Minister	Rev Kirsty McGhee
Leadership Team	Valerie Lovett Joanne Rowe Keith Reynolds John Davis
Treasurer	John Davis

The treasurer acts as the principal officer overseeing the day to day financial management and accounting for the Church during the year.

Independent Examiner	Trevor Lane - Director in M N Jenks & Co Ltd
Investment Bankers	Central Finance Board of the Methodist Church Trustees for Methodist Church Purposes

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TRUSTEES ANNUAL REPORT ON FINANCE AND GOVERNANCE

FOR THE YEAR ENDED 31 AUGUST 2024

AIMS AND ORGANISATIONS

Charity objective is to act as the Methodist Church to its members and adherents within the Tonbridge Area.

The purposes of the Methodist Church are and shall be deemed to have been since the Date of Union the advancement of:

The Christian faith in accordance with the doctrinal standards and discipline of The Methodist Church

Any charitable purpose for the time being of any Connexional, District, Church, local or other organisation of The Methodist Church

Any charitable purpose for the time being of any society or institution subsidiary or ancillary to The Methodist Church.

Any purpose for the time being of any charity being a charity subsidiary or ancillary to The Methodist Church

The organisation and resourcing of regular acts of worship open to members of the Church and non members alike.

The teaching of Christianity through sermons, courses and small groups.

The resourcing of pastoral work including visiting the sick and bereaved.

Taking religious assemblies in local schools.

Provision of chaplaincy services to the local university and other institutions.

Facilitating the provision of food and other supporting services to the local community.

PUBLIC BENEFIT

We confirm the trustees have had regard to the Charity Commission's guidance on public benefit.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The governing document for the Church is the Deed of Union (1932) and Methodist Church Act (1976).

Detailed governance arrangements are outlined within the Constitutional Practice and Discipline of the Methodist Church by order of the annual Conference (CPD).

Day to day management of the Church is undertaken by the Minister and members of the Church Leadership Team.

TRUSTEE TRAINING

A range of guidance is produced by Methodist Connexion to support the effective running of the Church, specifically a leaflet "The Role of a Trustee in The Methodist Church" is given to all new Church Council members as induction to their role as trustees.

RELATED PARTIES

The Church is part of the Weald of Kent Circuit and is also accountable to the South East District and the Methodist Conference.

RISK MANAGEMENT

The major risks have been identified and recorded by the Church Council supported by the Finance and Property Committees, with professional advice taken as required.

Income and Expenditure is monitored in total and is compared with the approved annual budget on a regular basis to detect trends as part of the risk management process.

SAFEGUARDING

Every person has a value and a dignity which comes directly from the creation of male and female in God's image and likeness. Christians see this potential as fulfilled by God's re-creation of us in Christ.

Among other things this implies a duty to value all people as bearing the image of God and therefore to protect them from harm.


The Church commits itself to following the practice and policies as established by the Methodist Connexion, government legislation and safe practice in safeguarding matters. The Church is also committed to the provision of support, advice and training to lay and ordained people that will ensure they are clear and confident about their roles and responsibilities in safeguarding and promoting the welfare of children and adults who may be vulnerable.

RESERVES POLICY

The reserves policy of the Church for general funds is to hold a minimum sum of four months expenditure excluding expenditure that is specifically covered by annual grants. The Church holds funds in its legacy fund which are available subject to appropriate approval from Connexion to meet any unforeseen item of major expenditure. The Church holds restricted funds which are available for donation to local needs and other charities.

Signed on behalf of the Trustees

 Rev Kirsty McGhee

 11th February 2025 Date

TONBRIDGE METHODIST CHURCH
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 AUGUST 2024

	Note	General Fund £	Designated Fund £	Restricted Fund £	Total 2024 £	Total 2023 £
RECEIPTS						
Charitable activities:						
Offerings and tax recovered		75125		10099	85224	79680
Investment income	4	2550	1616		4166	2710
Lettings		20205			20205	21646
Other receipts	5	1643		14462	16105	16447
Total Receipts		99523	1616	24561	125700	120483
PAYMENTS						
Circuit Assessment		64656			64656	63345
Donations		1362		12088	13450	13249
Repairs and maintenance		5590			5590	10019
Utilities and insurance		8268			8268	6180
Lay worker	7	4570		11000	15570	5494
Other payments	8	13686	124	159	13969	18286
Total Payments		98132	124	23247	121503	116573
NET RECEIPTS/PAYMENTS		1391	1492	1314	4197	3910
Transfers between funds		1492	-1492			
Gains/losses on investment assets			2334		2334	(1200)
Net movement in funds		2883	2334	1314	6531	2710
Reconciliation of Funds						
Total funds brought forward		39455	43488	10790	93733	91023
Total funds carried forward		42338	45822	12104	100264	93733

TONBRIDGE METHODIST CHURCH

STATEMENT OF ASSETS AND LIABILITIES AT 31 AUGUST 2024

	Note	General Fund £	Designated Fund £	Restricted Funds £	Total 2024 £	Total 2023 £
NON MONETARY ASSETS						
Investments			32502		32502	30168
			<u>32502</u>		<u>32502</u>	<u>30168</u>
MONETARY ASSETS						
Bank and Deposit Accounts						
Trustees for Methodist Church						
Purposes – deposit			13320		13320	13320
CAF – deposit	40976			6417	47393	-
Central Finance Board – deposit					-	42089
Cash at bank	1362			5687	7049	8156
		<u>42338</u>	<u>13320</u>	<u>12104</u>	<u>67762</u>	<u>63565</u>
TOTAL OF NON MONETARY AND MONETARY ASSETS		<u>42338</u>	<u>45822</u>	<u>12104</u>	<u>100264</u>	<u>93733</u>
FUNDS OF THE CHURCH						
General fund	42338				42338	39455
Designated funds			45822		45822	43488
Restricted funds				12104	12104	10790
TOTAL FUNDS		<u>42388</u>	<u>45822</u>	<u>12104</u>	<u>100264</u>	<u>93733</u>

STATEMENT OF OTHER ASSETS AND LIABILITIES
(not forming part of Receipts and Payments accounts)

Assets		
Debtor for Gift Aid	7970	6684
Payments in advance	17094	17063
Liabilities		
Sundry creditors	-660	-

TONBRIDGE METHODIST CHURCH

NOTES TO THE ACCOUNTS

1. BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102) (effective 1 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102). The Tonbridge Methodist Church meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2. FUNDS

The funds held constitute:

General Funds held for any purpose of the Church which are unrestricted.

Designated Fund consist of a legacy fund that has wide purposes defined in Standing Orders. This item is categorised as unrestricted.

Restricted Funds are held for the purpose of each fund and can only be used for the prescribed purpose of that fund.

Details of each material fund are disclosed in note 14 to these accounts. Any fund may be represented by more than just cash.

3. ACCOUNTING POLICIES

Basis

These accounts have been prepared on the basis of historical cost except that investments are shown at their market value at the end of the year, and on a receipts and payments basis.

Receipts Recognition and Resources Expended

Receipts and resources expended are included in the Receipts and Payments Account when the Church receives the funds and makes payments.

Grants

Where grants received by the Church towards specific expenditure the receipt is attributed to the period of the expenditure and any grant attributable to a future period is retained in restricted funds.

VAT

Since the Church is not VAT registered all input VAT is charged with the expenses to which it refers.

Investments

Investments are valued in the balance sheet at the market value at the year end. Investment income is included in the accounts when received and any gains or losses on revaluation at the year end are shown on the Receipts and Payments Account.

Cash Flow Exemption

The financial statements do not include a cash flow statement because, as a small charity, it has taken exemption for cash flow in accordance with FRS102, update bulletin one, in the preparation of these statements.

Fittings and Equipment

Expenditure relating to fittings and equipment is written off in the year of purchase.

4. INVESTMENT INCOME

The income consists of interest of £704 from deposits with the Trustees for Methodist Church Purposes, £2366 from deposits with the Central Finance Board of the Methodist Church, £184 from deposits at bank and dividends of £912 from listed investments.

5. OTHER RECEIPTS

Other receipts includes £11000 by way of grant towards the costs of the Lay Worker and £5105 of donations

6. PAYMENTS TO TRUSTEES

There were no payments to trustees for the current and previous year.

7. LAY WORKER

The lay worker is an employee of the Weald of Kent Methodist Circuit. The amount charged in the Receipts and Payments Account represents reimbursement to the circuit of this cost and the expenses incurred carrying out the lay worker's duties.

8. OTHER EXPENSES

Other expenses include the cost of cleaning the church premises and general administration.

9. INVESTMENTS

The Trustees for Methodist Church Purposes are the legal owner and custodian trustees of the legacy fund investments, which are all listed on a registered Stock Exchange.

Analysis of investment movements:

Market value brought forward	30168
Profit/(Loss) on revaluation	2334
Market value carried forward	<u>£32502</u>

The investments generated income of £912 for the year.

10. BANK BALANCES

Funds are held by Charities Aid Foundation (CAF) and Santander Plc on behalf of the Church.

11. CREDITORS

The Accounts are prepared on a Receipts and Payments basis which does not require the disclosure of debtors and creditors. The Statement of Assets and Liabilities includes as a note the debtors, payments in advance and the creditors at 31 August 2024. The Trustees confirm that apart from the items shown the Church has no significant short or long term liabilities at 31 August 2024.

12. CAPITAL COMMITMENTS AND CONTINGENT LIABILITIES

At 31 August 2024 the Church had no capital commitments and no contingent liabilities were identified.

13. ANALYSIS OF INDIVIDUAL FUND MOVEMENTS

The movement of funds is shown below:

	General	Designated	Restricted	Total
Balance at 1 September 2023	39455	43488	10790	93733
Movement in year	2883	2334	1314	6531
Balance at 31 August 2024	<u>£42338</u>	<u>£45822</u>	<u>£12104</u>	<u>£100264</u>

14. DETAILED ANALYSIS OF RESTRICTED FUNDS

The movement of restricted funds is shown below:

	Grant Fund	Benevolence Fund	Uganda Fund	Special Collections	Other	Total
Balance at 1 September 2024	6417	3420	164	429	360	10790
Grants received	11000					11000
Grant expenditure	-11000					-11000
Donations and tax recovered		4225	5874	3462		13561
Donations paid		-2429	-5700	-3959		-12088
Other expenses					-159	-159
Balance at 31 August 2024	<u>£6417</u>	<u>£5216</u>	<u>£338</u>	<u>-£68</u>	<u>£201</u>	<u>£12140</u>

The Benevolence Fund supports local and national charities and provides individuals with financial support in cases of need. The Uganda Fund supports mission, bible translation and charities in that country. Special Collections are held periodically in support of Methodist and other national charities.

15. RELATED PARTY TRANSACTIONS

The following schedule shows the related party transactions for the year and amounts outstanding at the year end. The Weald of Kent Circuit and other Methodist organisations are considered related parties for the purpose of determining related party transactions.

	2024	2023
Weald of Kent Circuit		
Assessments paid	64656	63345
Lay worker reimbursement	14544	5494
Grants received	5000	5000
South East Methodist District		
Grants received	6000	6000
Methodist Church Organisations		
Donations to Methodist charities	1703	2932
Deposit – Central Finance Board	-	42089
Deposit – Trustees for Methodist Church Purposes	13320	13320

16. POST BALANCE SHEET EVENTS

There are no post balance sheet events to report.

TONBRIDGE METHODIST CHURCH

DECLARATIONS

TREASURER

I confirm that these receipts and payments based accounts for the year end 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



Date 11th February 2025

Name of Treasurer

John Davis

Address

63 Higham Lane, Tonbridge, Kent, TN10 4BS

PRESENTATION TO THE CHURCH TRUSTEES

I confirm that the annual report and accounts for the year ended 31 August 2024 were presented to the meeting of the Church Trustees held on 11th February 2025

Signature of Chair of meeting



Name of Chair of meeting

Rev. Kirsty McGhee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF TONBRIDGE METHODIST CHURCH

I report to the charity trustees on my examination of the accounts for the charity for the year ended 31 August 2024.

RESPONSIBILITIES AND BASIS OF REPORT

As trustees of the charity you are responsible for the preparation of the accounts in accordance with the Charities Act 2011.

I report in respect of my examination of your charity accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S REPORT

The charities gross income does not exceed £250000 and I am appointed to undertake the examination by the Church trustees.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that, in any material respect:

1. Accounting records were not kept in accordance with section 130 of the 2011 Activities
2. the accounts do not accord with those accounting records
3. The accounts do not comply with the applicable requirement concerning form or content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no 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.

Signed

T. Lane, Director in MN Jenks & Co Ltd

Name of examiner

Trevor Lane – Director in M N Jenks & Co Ltd

Qualifications

Chartered Accountants

Address

72 Commercial Road, Paddock Wood, Kent, TN12 6DP

Date

14th February 2025

TONBRIDGE METHODIST CHURCH

APPENDIX A

CHURCH COUNCIL MEMBERSHIP

AS AT 31 AUGUST 2024

Minister	Rev Kirsty McGhee
Secretary	Joanne Davis
Other Members	John Davis
	Roi Arden
	Valerie Lovett
	Keith Reynolds
	Jo Rowe
	Lee Athwal
	Kate Walker
	Jane Jordan
	Jill Gray
	Lynne Taylor
	Jenny Wythes
	Ann Welch
	Hugh Taylor
	Caroline Taluy