



BROOKSIDE METHODIST CHURCH

Registered Charity No: 1142796

ANNUAL REPORT Year ended 31 August 2016

Aims and purposes

Brookside Church Council is responsible, in co-operation with the other churches of the Peterborough Circuit, for advancing the Christian faith in Peterborough City in accordance with the approved governing document issued by the Methodist Conference:

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 or 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.

Brookside Church Council is also responsible for the maintenance of the buildings of Brookside Church, Gunthorpe Road, Peterborough.

Objectives and Activities

Brookside Church Council is committed to the provision of regular public acts of worship open to members of the church and non-members alike; the provision of a sacred space for prayer and contemplation; the teaching of Christianity through sermons, courses and small groups; pastoral work including visiting the sick and bereaved; promotion of Christianity through the staging of events and services; the provision of youth clubs and adult groups with a Christian ethos; supporting other charities in the UK and overseas financially and with prayer.

In planning our activities for the year Brookside Church Council has considered the Commission's guidance on public benefit, including the specific guidance on charities for the advancement of religion. We aim to provide opportunities for everyone who wishes to learn about the Christian faith and to live out their faith through:

- Worship and prayer, learning about the Gospel and developing faith in Jesus Christ
- Provision of pastoral care for church members and non-members
- Opportunities for fellowship
- Mission and outreach work

To enable this work and expand our contacts with the wider community we continue to maintain and improve the fabric and facilities of the Brookside Church building.

Achievements and Performance

Worship

All our worship activities are open to all. Our regular services include Holy Communion, morning and evening worship, Messy Church, Café Worship, prayer groups and bible study groups.

Services are led by Ministers, lay preachers and worship leaders; music is provided by an organ and



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piano. A set of CD piano accompaniments to our Singing the Faith hymn book is available. A Sunday Club is provided during the morning Sunday Service. The morning service on the second Sunday each month is All-Age Worship.

Sound amplification is provided and a hearing loop is in use. For morning services hymns, readings and other material are projected onto three screens (hymn and service books and bibles are also available). Large print versions are available. The morning services are also recorded for use by house-bound members. Copyright requirements are strictly met.

We also welcomed members of the wider community for baptisms, weddings and funerals.

Pastoral Care

Pastoral care of church members and contacts is undertaken by volunteers who meet regularly for mutual support. To enhance this work, a member has been selected and commissioned as Pastoral Assistant to the Minister, responding to requests for visits to the long-term sick and housebound and to those in extra need, taking Home Communion, doing hospital visits and having a prayer ministry. In A member has also been commissioned as a bereavement support worker.

In 2015/16 a Prayer Chain responded to requests for prayer, including urgent needs. Experienced members are available to pray with individuals, after the morning services, in a set-aside chapel area.

Transport is organised for those who otherwise would be unable to attend worship and other activities.

Fellowship

Refreshments are served after each morning service to enable the congregation to meet informally.

A programme of activities, open to all, to promote fellowship, is organised throughout the year. These include bi-monthly lunches on a Saturday, Sunday lunches and evening activities. During 2016 the Saturday lunches were suspended as a monthly Sunday lunch was held as part of our 40th Birthday celebrations. Groups such as Craft and Chat, the Tuesday Fellowship and Youth activities provide opportunities for outreach and fellowship.

We made a great start to our 40th year celebrations with the Christmas Tree Festival. We nearly made our target of 40 trees and many of them stayed up throughout the Christmas period to give a really festive feel to our celebrations. Other events organised have included a Harvest Supper, monthly Sunday lunches with specially invited visiting preachers, a Big Brekkie for Christian Aid, and a safari-style afternoon tea.

Mission and Outreach

Pre-School

Brookside Church Council runs a morning pre-school. It is managed by a Committee of elected Church Council members and has a graduate manager and qualified staff.

The pre-school has the use of the main hall, two classrooms and a large, secure, outdoor space, plus toilet and kitchen facilities.

A Christmas Crib service was held for the children and their parents.

Toddlers Group



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The toddlers group, for carers and children under school age has grown in numbers. Volunteers from the church continue to provide play and refreshments.

Youth work

Youth groups sponsored or organised by the Church Council meet regularly in the Church building. In 2015/16 these were Boys Brigade, Girlguiding, Youth Club and Junior Youth Club. Many church members are involved in running these groups as volunteers and Boys Brigade and Youths Clubs are managed by members of the church. An independent karate group meets once a week.

Adults

In addition to the groups and activities described under ***Worship*** and ***Fellowship***, the premises are regularly used by community groups such as badminton, karate, Gamblers Anonymous, two art groups and music examination boards. The local Councillor holds a monthly surgery on Saturday mornings.

Winter Night Shelter

For 3 months of the winter of 2015/16 Brookside Methodist Church took part in the Winter Night Shelter organised by The Light Project Peterborough. This took place each Saturday night, with financial and volunteer support from our own members and from other churches. Beds, bedding and support were offered as well as a hot evening meal and a hot breakfast.

Home and Overseas Missions and Christian Aid/

These are supported by members' regular donations. A large effort is made annually to raise money for Christian Aid. Annual carol singing traditionally raises money for Action for Children. Other charities are supported and donations raised by Sunday morning refreshments go to a specified charity each month.

Church Website

Details of church Activities are included on the website. The site provides a useful email link for those who wish to make enquiries. The emails and a church telephone message service are dealt with daily by the duty steward. Links to information about the history and governance of the church are included.

The Circuit

Two members of Brookside Church Council represent the Church at the Peterborough Circuit Meeting, which links Brookside to the wider Methodist Connexion.

PE4 Church Partnership

We have worked with other churches in the PE4 area to share prayer, worship and outreach.

Brookside Church buildings

Maintenance of the substantial premises is the responsibility of a Property Committee of the Church Council. We are indebted to a team of volunteers who undertake maintenance jobs to the building and outside space.

Fire and Safety checks have been undertaken during the year and action required has been undertaken. For security it is necessary to keep the premises locked even while in use, but a bell is provided to give access and times of worship and other activities are publicised. When the building is



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not in use a locked barrier to the car park is used as an additional security measure.

Cleaning of the building continues to be done by teams of volunteers. We are very grateful to them for the high standard of cleanliness maintained.

Risks

Risks are discussed by Brookside Church Council. Professional advice is taken as required. Progress is regularly reviewed. A quinquennial inspection of the buildings is carried out by a qualified surveyor.

The Church Council has a Safeguarding Policy (Child and Vulnerable Adult) and training in place. DBS checks are carried out as required. This work is co-ordinated by an elected Safe-Guarding Officer.

Financial Review

The end of year accounts have been audited and presented to the Finance Committee. Details of our present situation are given below with some comments and explanations.

These accounts covers the period 1st September to 31st August 2016. They have been presented to and accept by the Finance Committee.

Funds held at 31st August 2016

Current Acc. £12,807.14 Deposit

Acc. £25,555.89

Cash £30.58

Total £38,393.61

This figure is £2,745.00 down on funds at this time last year about 6.6%. This can be accounted for by lower collection figures but mainly by our increased expenses.

Income

Most of our income has remained stable, nearly £18,000 of this from donation and lettings. Regular lettings from the Music exams, Painting Friends, the U3A Art group, Karate and the Sewing Group have contributed £ 7,645 this year. We are grateful to the Church Groups who have made the following donation towards the heating, lighting and general upkeep of the premises:

Rainbows £100, Brownies £150, Guides £100, Pre-school £6,900, Craft and Chat £50, Men's Group £50, Gamblers Anonymous £50, Tuesday Fellowship £300, Youth Club £150, Toddlers £50 and the Winter Night Shelter £500.

We should also remember that we received £5,000 from the Circuit towards our boiler cost, this is recorded under 'Other' in the General Fund. However £2,000 of this was returned to the Circuit as an additional one-off Circuit share contribution.

Despite a fall in offertory our Gift Aid, £6,176.98, was more than expected. An additional £77.50 was Gift Aided to the Winter Night Shelter Fund as money was given for this purpose.



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Expenditure

Our expenses have been high this year, starting with £3,495.00 for the replacement windows in the Sanctuary, £1,000 was allocated to Capital Purchases. The new boiler cost £10,194.00, the new water heater in the cloakroom was £595.00 and more recently the total cost of the notice board was £736.00. The majority of the boiler costs were paid for from the Reserve and Property Fund but the remaining costs are recorded in the Repairs and Maintenance and Capital Purchases items in the General Fund.

Most of our other costs remained stable and within budget. In fact fuel costs were lower than expected, I would suggest mainly due to the new boiler being more efficient. Our July and August Gas costs fall into next year's accounts but this was only £112.50.

Comments

The General Fund shows a surplus of £2,748.63 at 31st August, however the Restricted Funds have fallen by almost £5,500.00 to £8,713. This includes £1,231.00 in the Winter Night Shelter Fund.

The amount in the Reserve and Property Fund includes the balance of the £3,000 from the Circuit and the funds transferred from the Bursary Fund and the Office maintenance Fund, which was agreed at the last Church Council meeting.

This year the Caring Fund has sent a total of £1,382.37 in donations to eight charities. Macmillan, Christian Aid, Diabetes Research, Sue Ryder, Action for Children, the Karibuni Trust, JMA and MHA. The remaining £6.50 in the account will be sent to Christian Aid with the next donation.

The Committee agreed a recommendation to the Church Council that our Connexional giving should be increased by 2.3%, £40.00, bring it to £1,760.00.

In conclusion, I feel we are still required to stress the need for the whole Church to consider our future income levels. As we know our building is aging along with our congregation and more expensive repairs are in the pipeline; the replacement of the hall lights is just one example.

Judith Hood, Treasurer



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RESERVES POLICY

Report on behalf of

Brookside Methodist Church

To

Peterborough Circuit Meeting

We submit our annual report in accordance with the requirements of the Methodist Conference and the Charities SORP.

(I) The trustees have established their mission aims taking into account all of the resources available in terms of people, property and money

(ii) Mission initiatives/projects have been costed or estimates made of projected future costs which take into account the needs of the buildings and the requirements of the Quinquennial Inspection Report/s

(iii) We have agreed a Reserves Policy which is set out overleaf and is recorded in the trustees' minutes and our Annual Report

(iv) We recognise the need to be accountable as charity trustees for all the money which comes into our hands and will provide further information as required by the Circuit/District/Connexion

(v) Our Report is attached overleaf

RESERVES POLICY of

Brookside Methodist Church

1.	General Funds held at Y/E 31/8/16	£29,673.78
2.	Restricted Funds held “	£45,498.19
3.	Endowment Funds held “	£



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4.. Reserves policy for General Funds

It is the policy of the church to hold in the General Fund the equivalent of at least four month's running costs. This equates to about £18,000.

The General Fund is non-allocated money for the day to day running of the church. The Fund is supported by regular lettings and donations amounting to about £17,500 last year. During the coming year we are planning to complete the replacement lighting in the hall, costing about £4,300.

5. Policy for Restricted Funds

The Church's Restricted Funds, £36,784, are chiefly made up of money held by Internal Organisations, £35, 705 by the Church.

We are holding £6,123 in the Resevce and Property Fund and £1,200 in the Winter Night Shelter Fund.

6. Terms relating to Endowment Funds held

This Reserves Policy has been approved by

Brookside Church Council

(*Church Council/Circuit Meeting/District)

Treasurer	Trustee (Chair)
Full name Judith Hood	Full Name Rev Langley Mackrell-Hey

Pre-School finances (consolidated with the Church Accounts)

In the year 2015/16 the Pre-School made a surplus of £8,770.74. Our balance at 31 August 2016 was £35,705.50. Our reserve has been increased to £25,000.00 and is considered sufficient to cover redundancy payments and debts in the event of closure. We have a designated fund for equipment of £9,811.00. All staff are paid the Living Wage as required by the Methodist Church.

Anne Yeoman, Chair Pre-School Management Committee.



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Structure, governance and management

The governing documents are the Deed of Union 1932 and the Methodist Church Act 1976

The charity is constituted as a Trust. It is a Charity required to be registered with the Charity Commission Registered Charity Number 1142796.

Trustees (all members of the Church Council) are Ex Officio, elected by Church members, or appointed by the Church Council.

Brookside Church Council for the year covered by this Report consisted of the Minister, Treasurer and Secretary appointed by the Council, five elected Stewards, six elected general representatives, seven members appointed by the Church Council and one representative from Peterborough Circuit.

A range of guidance is provided by the Methodist Conference. The leaflet "The Role of a Trustee" is given to each Trustee.

The Church Council members are responsible for making decisions on all administrative and financial matters relating to the Church premises and work. The full Church Council met four times during the year with an average attendance of 16.

Brookside has a number of committees dealing with particular aspects of the church's work. These are: Pastoral, Family, Finance, Property, Worship, Pre-School, Youth Club and Events. These are all responsible to the Brookside Church Council and report regularly to the full Church Council, where matters are discussed and approved as appropriate. Between meetings the Stewards have the authority to make urgent decisions when necessary.

During the year the process of reviewing the committee structure and the work of the stewards was undertaken. A Governance Document resulting from this can be found by a link on our website.

The main part of our church activities is undertaken by lay persons (volunteers)

Administrative information

Brookside Church is in Gunthorpe Road, Peterborough. It is part of the Peterborough Circuit and accountable to the Methodist Conference.

The correspondence address is: Brookside Methodist Church, Gunthorpe Road, Peterborough, PE4 7TG.

The Church Telephone message service is 01733 328192

The email contacts is <contactbrookside@gmail.com>

The website address is www.brooksidemc.org.uk

Trustees (Church Council members) serving at the date of this report are:

Rev Langley Mackrell-Hey (Minister and Chair)

Mrs Judith Hood (Treasurer)

Mrs Cate Wells (Secretary)

Mrs Susan Grice (Senior Steward)



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Mrs Maureen Newcombe (Senior Steward)
Mrs Susan Holmes (Steward)
Mr George Barber (Steward)
Mrs Janet Murphy (Steward)
Mr Anthony Storey (Property Steward)
Mrs Elizabeth Thompson
Mr Peter Grice
Mrs Catherine Ruffles
Mrs Alison Berry
Miss Joanna Parkin
Mrs Christine Hardman
Mrs Valerie Ostler
Mr Simon Thompson
Mrs Lynn Gurney
Mrs Ann Tooth
Rev Graham Tooth
Miss Claire Ruffles
Mrs Sue Keeney
Mrs Margery Huggett
Mrs Elizabeth Storey
Mrs Christine Bowra
Mr Alan Newcombe
Mrs Anne Yeoman
Ms Funmi Aiyiola
Mr Alan Newcombe

Other Trustees who served during the year were:
Mrs Edith Boulter

Approved by the Stewards on behalf of Brookside Church Council on

and signed on their behalf by:

Rev Langley Mackrell-Hey (Chair)

Mrs Cate Wells (Secretary)