

ST CLEMENT'S CHURCH, LEIGH-ON-SEA

**TRUSTEES REPORT
AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31ST DECEMBER 2024

ST CLEMENTS CHURCH, LEIGH-ON-SEA
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FOR THE YEAR ENDED 31 DECEMBER 2024

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St. Clement's Church Annual Report for 2024

Background

St. Clement's P.C.C. has the responsibility of co-operating with the incumbent in promoting the mission and work of the church in the ecclesiastical parish of Leigh-on-Sea. It has a duty to maintain the church building in good order and to put into effect decisions made by the Synods.

Membership of the P.C.C.

Members of the P.C.C. are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation rules.

The following have served as members of the P.C.C. since the Annual Meeting on April 21st 2024.

Incumbent: Fr. Myles Owen** since Sept 2024

Associate Priest: Mtr. Cherry Sandover

Evangelist: Miss. Sheila Bradley

Churchwardens: Miss. Sheila Bradley
Mr. Steve Hackett

Representatives on the Deanery Synod:
Miss. Sheila Bradley**
Mr. Steve Hackett
Mrs. Jane Harwood

**also members of the Diocesan Synod

Elected Members:

Ms. Gillian Alden *Safeguarding Officer*
Mrs. Carol Chapman
Mrs. Mary Folley (co-opted) *Secretary*
Mrs. Jane Harwood
Mr. Alex Jell
Mrs. Chris Macallan
Mr. Peter Monk
Mr. Alex Pink
Dr. Marcus Pittman *Vice Chair*
Mrs. Meri Sams *Treasurer*
Mrs. Lee Smith
Mrs. Hilary Stowe
Mrs. Kim Wilkins *Fundraising & Sunday School*
Mr. Peter Wilkins

The number declared on the Electoral Roll is 138.

Committees

The P.C.C. operates through a number of committees which meet between the meetings of the full council.

Standing Committee: This committee has the power to transact the business of the P.C.C. between its meetings subject to the direction of the council.

**Evangelism:* Develops the vital ministry of Evangelism, enabling us to share our Faith with the outside community and those on the fringe of the church.

Fabric: Attends to matters relating to the Church Building and Fabric. It plans a programme of work and meets with the church architect when necessary.

Finance: Advises the P.C.C. on the use of funds, produces the accounts and monitors the investments and encourages giving through the Stewardship scheme.

Fundraising: Co-ordinates events which raise money for the church and other charities.

Pastoral: Meets to consider the Pastoral needs of the Parish Community and co-ordinates the distribution of home Communion.

Young People's Committee: Organises the Sunday School and arranges activities for young people in the congregation.

*Evangelism Work continues as usual although the Committee has been unable to meet in 2024,

The Year at St. Clement's

January

Celebration of Epiphany.

The Deanery Service was attended by members of St. Clement's.

Mothers' Union AGM.

February

Ash Wednesday ashing ceremonies.

Lent Course - '*Four Gospel Portraits of the one Lord Jesus*' led by Marcus Pittman.

Stations of the Cross held on Fridays during Lent.

Fundraising Jumble Sale.

A variety of Lent books were available to browse through and borrow.

March

Tubes of Smarties were distributed raising valuable funds for The Children's Society.

Throughout Lent the Arts Chaplaincy displayed a series of paintings depicting Stations of the Cross.

The Archdeacon gave a sermon and presentation on Stewardship encouraging everyone to review their Stewardship giving and consider joining the Parish Giving Scheme.

A Craft Fair was held in the church.

Members of the congregation took part in The Big Plastic Count.

Fr. Neil celebrated at the Palm Sunday procession and Mass.

On Good Friday Stations of the Cross took place at various points in the Broadway, a Children's Activity was held in church and (Hot) Cross buns were enjoyed by all.

April

The church was decorated with lilies paid for by donations given in memory of loved ones whose names were displayed by the prayer candle.

Mtr. Claire presided over the solemnities of Holy Week and Easter.

Funds were raised for the Papua New Guinea Church Partnership.

Mtr. Claire was licensed as the Priest-in-Charge of Holy Trinity Southend.

The Churchwardens and the new P.C.C. were elected at the Annual Meeting.

A celebration of Access to Art by the Southend City College was held at a Private View and exhibition entitled 'Who Are We'.

The Mothers' Union listened to a talk on 'The Samaritans'.

May

Christian Aid Week raised funds for this international charity.

Bell Sunday was celebrated with 'Tours of the Tower'.

30 pilgrims took part in a day pilgrimage to Walsingham.

Peter Wilkins walked 100 miles (not all in one go!) raising money for Cancer Research.

Mother's Union annual lunch at Leigh Bistro.

Our new Rector Fr. Myles Owen was appointed.

June

The annual Dunkirk Memorial Service was held when people from Leigh who gave their lives rescuing others were remembered.

The Big Breakfast took place raising much needed funds for Christian Aid.

The Mothers' Union raised £344 at a Coffee Morning and Concert in aid of local and worldwide Mother's Union charities.

Thanks to Peter Monk and his team of helpers the rewilded churchyard flowered into a haven for wildlife.

Lynne Beckerson, who started her faith journey at St. Clement's, was ordained Deacon in St. Paul's Cathedral.

July

St. Clement's was a venue for the Leigh Art Trail where paintings by Violette Dooley were exhibited and included a concert by Gaudeamus and activities for children.

A Summer Craft Fair was held in the church.

Refreshments were sold during the 'Shakespeare in the Park' event in the Library Gardens.

The fundraising barbecue was enjoyed by a large number of people.

The Mothers' Union held a Strawberry Tea in Gillian and Tony's Garden raising money for the 'Summer of Hope' appeal.

The Face2Face Arts Chaplaincy took part in the Community Exhibition at the Forum in Southend.

August

A film afternoon was held, organised by the Children's Committee.

September

Fr. Myles was licensed as Rector of St. Clement's.

The parish welcomed him and his wife Emily at a joyful service of installation which was followed by a celebration of the Ministry of Cake and Wine.

Harvest Festival was celebrated including a Harvest Lunch enjoyed by all.

A MacMillan Coffee Morning was held.

The Parish Safeguarding Officer gave a presentation on Safeguarding at an open Meeting of the Mothers' Union.

October

Pet Blessing Service.

A successful autumn Craft Fair was held in the church.

A Quiet Day, held at St. Michael and All Angels, Daws Heath entitled '*Living Christ Like*', was led by Fr. David Rollins.

A film afternoon for children showing '*Coco*' was held during half term.

November

The annual memorial service remembering our departed loved ones and those whose funerals have taken place during the year was held at the time of All Souls.

The Royal British Legion Service and parade took place on the afternoon of Remembrance Sunday.

An Act of Remembrance was held round the Calvary on Armistice Day.

108 gift filled shoeboxes were sent to the Link to Hope charity.

Fr. Myles spoke to the Mothers' Union about his time in Zimbabwe.

Our Patronal Festival was celebrated.

December

The successful and enjoyable Christmas Fair took place in the church.

The Christingle Service, raising money for the Children's Society was led by the Choir of North Street School.

The Advent Course, '*Isaiah's Promised Deliverer*' run by Fr. Myles took place on Tuesdays during Advent.

Books for Advent: '*Women of the Nativity*' by Paula Gooder and '*The Love that Moves the Sun*' by Paul Dominiak were available to borrow or purchase.

There was a full church for the Folk Carol Service with the traditional procession.

Southend Festival Chorus presented a concert – '*Sing a Song of Christmas*'.

On the Sunday before Christmas the choir led the '*Carols by Candlelight*' Service which was followed by mulled wine and mince pies.

There was also a full church for the lively Crib Service which concluded with Birthday Cake.

Copies of '*Follow the Star*' with 12 days of reflections for Christmas and New Year were available.

A '*Services and Activities*' bookmark was distributed at all services and activities.

Fr. Myles celebrated Midnight Mass and the Christmas day services for the first time as Rector of St. Clement's.

In Memoriam

The parish was saddened this year by the deaths of Paul Braby, Dave Butler, Peter Woods and Mary Wiggins all long-standing members or friends of the congregation.

May they Rest in Peace and Rise in Glory.

Weekly Events

The weekly Newsletter with the calendar of services and intentions and other events is widely circulated by post and e-mail.

Sunday School – Kim Wilkins ran a craft based session on the Gospel during the 9:30 Mass.

Open the Book- during term time, Sheila Bradley and the team take assembly in North Street School telling and acting out stories from the Bible.

Buggy Time- toys, craft, stories and singing for pre-school children.

Friday lunch – served following the 12 noon Mass raising funds for the church and a variety of other charities.

Meditation Space – A time of silent contemplative prayer, held in the Lady Chapel on Tuesday evenings.

Knit and Natter – Exactly that! Thursday morning in the Pastoral centre.

Coffee Mornings – run by the Fundraising Committee and other church organisations raising much needed funds for the church and other charities.

Monthly Events

The monthly *Magazine* containing a wide variety of articles, information on forthcoming events and photographs of church activities is published by our dedicated Magazine team. It includes Dot's poems and tips on being eco-friendly. Thanks goes to all the team.

We'll Meet Again – A relaxing and entertaining afternoon tea for older people.

Gents' Breakfast – A full English breakfast encouraging fellowship among male members of the congregation and wider community.

Mothers' Union – St. Clement's branch meets for a short service followed by lunch and an activity or speaker on the last Tuesday of the month.

Other Activities

St. Clement's supports the HARP project both financially and with collections of food and clothes.

Support is also given to the local Food Bank.

St. Clement's continued its commitment to support Mtr. Cherry and her work at St. Mark's Southend. We thank her for her regular articles and Art Reflections in the Magazine.

We are grateful to Sylvia Locke for organising the housekeeping team and to Margaret Stride and the Flower Ladies for ensuring the church is kept clean and beautiful.

The Parochial Church Council (P.C.C.)

The P.C.C. met 6 times during the year.

At the scheduled meetings the Council addressed current matters concerning the church, received minutes from its committees and reports from our Synod representatives, Safeguarding and Health and Safety officers. It also authorised and managed necessary and on-going work to the fabric of the building.

Our Parish Share was paid in full and as well as HARP we supported The Children's Society, St Andrew's Wellingborough, North Street School, The College of St. Barnabas and Southend YMCA with grants and donations.

The P.C.C. is very aware of its duty of care to ensure the protection of everyone in the church community particularly children and other vulnerable people. All P.C.C. members have completed their Safeguarding training, the Safeguarding Policy and checklist was reviewed as required and there were no incidents reported during the year.

Risk Assessments have been prepared for all church activities and Health and Safety concerns are reported to the Health & Safety officer.

Fabric Committee

The Fabric Committee met five times, furthering and completing several projects.

- The disabled access door was repaired following vandalism.
- The 'Good Shepherd' window was also repaired after it was vandalised.
- A large poster, drawing attention to the Donation Box was installed.
- The churchyard was rewilded and is being kept as a wildlife area with mown paths and new planting. This is being cared for by Peter and Gill Monk.
- Estimates for the re-decoration of the Sacristy were obtained with a view to having the work carried out early in 2025.
- Routine works of repair and maintenance have been attended to.
- All surveys and tests required by law have been carried out.
- Health and Safety Risk Assessments have been carried out for all activities and events.

Music

The small, but faithful, choir have continued to lead the sung services during the year. With the limited numbers we are not able to extend our repertoire at present. During the winter months we have been practicing on a Sunday morning at 11:15 and would welcome anyone who would like to join us.

Fundraising

The Fundraising team led by Kim Wilkins works energetically on behalf of St. Clement's. Much needed funds are raised at coffee mornings, selling on-line, Craft Fairs, Jumble Sales, the Christmas Fair, the Summer Barbecue and other social events. Our thanks goes to all the team.

Children and Young People

This committee was re-formed in July under the chairmanship of Kate Willis. Several successful film afternoons and activity sessions have taken place and a re-launch of the Sunday School is planned for early 2025.

Bellringing

The bells are rung to call people to worship, for weddings and other national and local occasions. A successful Quarter Peal was rung, two district 'Surprise' practices held when we were joined by ringers from other local towers and two bands from other parts of the country visited us as part of their ringing tours. We invited visitors into the tower on Bell Sunday, won the District Striking competition and members of the St. Clement's band were part of the team who won the Diocesan competition. We rang for the 9:30 Mass on every Sunday and also for Four Weddings and a Funeral!

We started 2024 in Vacancy. During that time the Churchwardens worked tirelessly to see that regular worship continued, for which we thank them. We are also indebted to Mtr. Claire, Fr. David, Fr. Neil and Revd. Wendy as well as Mtr. Cherry and Mtr. Lizzy for saying Mass and keeping our regular schedule of services going.

We were therefore delighted when Fr. Myles was appointed Rector of St. Clement's and it was with great pleasure that we welcomed him and his wife Emily to the Parish at his Licensing and Induction in September.

We look forward to the future under Fr. Myles' leadership in the knowledge that God is with us all and that we trust Him to guide us forward in Faith and Hope and Love.

St Clements, Leigh on Sea
January - December 2024
Statement of Financial Accounts

	2024				2023 Total
	Non Restricted	Restricted	Designated	Total Funds	Funds
Income and Endowments					
<u>Voluntary Income</u>					
Stewardship Giving	40,964			40,964	39,342
Charity Collections	2,609			2,609	5,498
Donation Box	9,029			9,029	9,253
Donations	4,639			4,639	2,837
Specific Donations	250			250	1,568
Legacies			11,000	11,000	8,204
Grants	0			0	760
	57,492	0	11,000	68,492	67,463
<u>Gift Aid Recovery</u>	12,479			12,479	10,761
<u>Activities for Generating Funds</u>					
Fundraising Fairs	8,163			8,163	7,379
Church Shop, Fair Trade Stall	0			0	0
Friday Lunches	5,377			5,377	4,851
Magazine	0			0	300
	13,539	0	0	13,539	12,530
<u>Investment Income</u>					
Dividends		38,131		38,131	33,102
Bank Interest	837			837	355
Loan Interest (HARP)	40,500			40,500	0
Fund Transfers (Westminster)	50,000			50,000	40,000
	91,337	38,131	0	129,468	73,457
<u>Church Activities</u>					
Wedding and Funeral Fees	5,096			5,096	4,503
Held Groups Income	859			859	857
	5,955	0	0	5,955	5,360
<u>Other Income & Resources</u>					
Insurance Claims			1,959	1,959	0
	0	0	1,959	1,959	0
Total	180,802	38,131	12,959	231,891	169,571

St Clements, Leigh on Sea
January - December 2024
Statement of Financial Accounts

	2024			2023 Total
	Non Restricted	Restricted	Designated	Funds
Expenditure				
<u>Church Activities</u>				
Parish Share	93,160			90,647
Diocese Fees	1,253			1,963
Wages of Parish Staff		11,624		12,026
Payroll Running Costs	1,231			494
Clergy Expenses	0			4,643
Church Insurance	4,246			4,125
Vacancy Costs	3,456			0
Office Costs	1,384			1,107
Music Costs	8,749			8,670
Maintenance and Upkeep	4,065			5,302
Cleaning	743			608
Upkeep of Services	2,011			2,449
Wedding Costs	2,013			840
Printing and Stationery	1,688			4,084
Utilities	11,784			16,956
Internet	754			705
Magazine Expenses	980			991
	137,517	11,624	0	155,611
<u>Alternative Accommodation</u>				
Hall Hire	711			705
Storage	960			930
	1,671	0	0	1,635
<u>Church Repairs and Maintenance</u>				
Repair Projects	7,341		4,834	20,307
Decorating	0			0
	7,341	0	4,834	20,307
<u>Giving and Donations</u>				
Overseas Giving	840			652
Relief & Development	551			3,042
Other Donations	4,309		4,500	8,255
	5,700	0	4,500	11,949
<u>Cost of Generating Funds</u>				
Church Events and Catering	1,149			627
Church Shop, Fair Trade Stall	0			0
Bank Charges	222			221
Donation Box Fees	582			533
	1,953	0	0	1,381
<u>Governance Costs</u>				
Independent Examination Costs	756			744
Trustee Training	0			0
	756	0	0	744
<u>Sundry Expenses</u>	409			2,667
	409	0	0	2,667
Total	155,347	11,624	9,334	194,293
Net Incoming Resources	25,455	26,507	3,626	-24,723

St Clements, Leigh on Sea
January - December 2024
Statement of Financial Accounts

Fund Movements

Funds at the start of year
Net Incoming Resources
Fund Transfer
Investment Draw Downs
Investment Funds Revaluation
Funds at end of year

2024				2023
Non Restricted	Restricted	Designated		
439,963	1,373,628	612,925	2,426,517	2,370,530
25,455	26,507	3,626	55,587	-24,723
-223,493	-26,507	250,000	0	0
-50,000			-50,000	0
21,776	31,440		53,216	73,678
213,700	1,405,068	866,551	2,485,320	2,426,517

Balance Sheet

Fixed Assets

Balance at 31.12.24	Balance at 31.12.23
0	0
0	0

Current Assets

Debtors and Prepayments
Westminster Investment Fund
HARP Investment Loan
CCLA Investment Fund
Cash at Bank and in Hand

2,489	4,387
416,995	445,219
600,000	600,000
1,405,068	1,373,628
71,157	18,755
2,495,709	2,441,990

Total Assets

2,495,709	2,441,990
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Liabilities

Accrued Expenditure and Advance Income

10,390	15,473
10,390	15,473

Net Assets

2,485,319	2,426,516
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Represented By

Designated Funds

HARP Investment Loan
Westminster Investment Fund
Stephen Jenkins Fund
Maintenance Fund

600,000	600,000
250,000	0
8,425	12,925
8,126	0
866,551	612,925

Restricted Funds

Development Fund (Church Hall Sale)

1,405,068	1,373,628
1,405,068	1,373,628


Non-Restricted Funds


Westminster Investment Fund
General Reserves

166,995	445,219
46,705	-5,256
213,700	439,963

Total

2,485,319	2,426,516
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MERI SAMs
TREASURER
08.03.25


SHEILA BRADLEY
CHURCH WARDEN
08.03.25

ST CLEMENTS CHURCH, LEIGH-ON-SEA

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2024

ACCOUNTING POLICIES

1 Basis of Accounting

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards.

The financial statements have been prepared under the historic costs convention except for the valuation of Properties.

2 Funds

General funds represent the funds of the PCC that are not subject to any restriction regarding their use and are available for application for the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

3 Incoming Resources

All income whether of voluntary or planned giving, investment income, legacies or capital is recognised only when received. Receipts are shown gross with any related costs shown as resources used. Income tax recoverable on covenanted and gift aid donations is recognised when the income is recognised.

4 Resources Used

The diocesan quota for the year was £93,160 all of which has been fully paid during the year.

5 Fixed Assets

Equipment purchased for use in the church hall is written off as replacements arise.

6 Current Assets

CCLA Investment fund and Westminster Wealth Management Funds are shown at their market value at 31st December 2024.

7 Related Party Transactions

The charity has made the following related party transactions to its trustees during the year.

Roger Folley was paid remuneration of £5,428 for duties as the church organist.

**INDEPENDENT EXAMINERS REPORT
TO THE PCC OF ST CLEMENTS CHURCH, LEIGH-ON-SEA**

This report on the accounts of the PCC for the year ended 31st December 2024, which are set out on pages 4 to 7 is in respect of an examination carried out under regulation 3 (C) of the Church Accounting Regulations 2006 and s.43 (2) of the Charities Act 1993.

Respective Responsibilities of the Trustees Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act and in accordance with the terms of Regulation 25 of the Church Accounting Regulation 2006;
to follow the procedures laid down in the general Directions given by the Charity Commission
- under section 43(7)(b) of the 1993 Act; and
- to state whether particular matters have come to my attention.

Basis of Independent Examiners Report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiners Statement

In connection with our examination, no matter has come to our attention:

- 1 Which gives us reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.41 of the Act: and
 - to prepare accounts with accord with the accounting records and to comply with requirements of the 1993 Act, as also contained in the Church Accounting Regulations 2006.Have not been met: or
- 2 to which in our opinion, attention should be draw on order to enable a proper understanding of the accounts to be reached.



Jon Clarke F.C.C.A
CKS Accountancy Limited
1349/1353 London Road
Leigh-On-Sea
Essex SS9 2AB
4th April 2025