

All Saints' Church Writtle

(Charity Registration Number: 1130967)

Incorporating:

Writtle Ecclesiastical Charities

(Charity Registration Number: 267181)

Annual Report and Financial Statements

of the

Parochial Church Council

For the year ended 31st December 2021

Priest-in-Charge

Rev Tony Cant
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Bankers

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Independent Examiner

Alan C Radford, BA, FCA, DChA

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All Saints' Church, Writtle

Annual Report 2021

Administrative Information

All Saints Church is situated in Church Lane, Writtle. It is part of the Diocese of Chelmsford within the Church of England. The correspondence address is The Parish Office, All Saints Church, Church Lane, Writtle, Essex CM1 3EN. Email address: writtleallsaints@gmail.com, website: www.allsaintswrittle.co.uk/content

The Parochial Church Council of the Ecclesiastical parish of Writtle is registered with the Charity Commission, registration number 1130967 with the working title of All Saints Writtle.

Aim and purposes

All Saints' Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, Rev Tony Cant, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at All Saints. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of All Saints and the Christian Centre. The PCC subcommittee has responsibility for the maintenance of the Christian Centre, Writtle. It is a self-funding entity that is expected to cover all its expenses from fees, fundraising and grants.

Achievements and Performance

Review of the period

For almost the first half of 2021 church services remained online due to the Coronavirus pandemic. But on Pentecost Sunday services started again in churches. At Writtle, the pattern of services remained the usual 1st and 3rd Sundays being Holy Communion led by the Priest-in-Charge, with 2nd Sundays led by Rev John Howden, and the 4th Sundays led by one of our Authorised Local Preachers, Frances Couch. Overall, it felt as though church services were going back to how they were pre-Pandemic.

It was great to be able to welcome the schools back into church for their Harvest and Christmas Services, and to have the usual array of Christmas church services along with the Christmas Tree Festival again.

The Occasional Offices have been quite full this year too, and it's been a joy and an honour to be part of these significant life events.

The energy and skill of our congregation members who give of their time to doing so much in and for the community is astounding, and I thank them all very much indeed.

Worship and prayer

We continued with the pattern of worship services held at 8am every Sunday morning of 2021, and 10am for Morning Prayer with Journal Readings online on our YouTube channel called Writtle with Highwood and Roxwell churches, while Home Communion has been taken to those requesting it.

Joint Services for all 3 churches (Writtle, Highwood, and Roxwell) were held on Trinity Sunday, Christ the King, and Candlemas. The Chelmsford Welsh Society held their annual Big Sing at Highwood in mid-October as Roxwell church was covered in scaffolding due to re-roofing the South Nave.

The Mission and Ministry Partnership (made up of St. Andrew's, Ascension with All Saints, Writtle with Highwood, and Roxwell churches) was formally constituted and celebrated with the Bishop of Bradwell, Archdeacon of Chelmsford and local dignitaries at All Saints Writtle in March 2022.

The current pattern is likely to continue for the foreseeable future and we remain open to seeing what God may have in store in the future.

Rev Tony Cant
Priest-in-Charge.

Churchwardens Report

As we reflect on the year we are thankful that we appear to have seen the most challenging times of the pandemic pass and a return to a more familiar way of life and worship. Huge thanks to Rev Tony for his hard work and resilience juggling worship, pastoral and administrative duties across three parishes in lockdown after such a brief period of normality following his arrival. There has been much for everyone to adapt to and we are very grateful for all the help we have received from so many people who willingly do so much, invariably without even the need to be asked, that contributes to the life of the church community.

The formation of the MMP provides a very exciting opportunity for our future and we look forward to working with our partnership churches in mission and to support each other in all aspects of church life and administration.

In July the Quinquennial Inspection of the church was undertaken and the report has identified some priority repairs that need to be completed to preserve and prevent further deterioration of our beautiful building which the Fabric Committee will be working through. Unfortunately, such repairs are very expensive so there continues to be challenging financial times ahead, particularly with general price rises in so many other areas (fuel costs alone have more than doubled). We appreciate all the ongoing financial donations in such difficult times and also the numerous fundraising efforts. It was wonderful to have the return of the Christmas Tree Festival in December, which not only raised a large sum of money, but also brought so many people into the church to share the spirit of Christmas.

We also give thanks for gifts and support for the Harvest Festival Foodbank donations, Christmas Toy Appeal, Sanctus and the more recent Ukraine appeal demonstrating huge generosity, care and compassion. The service in Solidarity with Ukraine was beautiful and the recent meeting for expression of interest to offer practical support for refugees, working with the Diocese as a local hub, has been very positive. We look forward to being able to effectively assist where we can.

It has been lovely to witness a number recent baptisms, share in the special time as couples prepare for marriage at All Saints and support and comfort the bereaved at funerals. The Labyrinth development and planting jointly with the Junior School has resulted in a lovely Spring display and an area for the whole community to enjoy and find space for calm and reflection.

Electoral Roll

As at the APCM on Monday 24th May 2021 there were 116 people on the Electoral Roll, 28 of whom live outside the parish. Final numbers will be reported at the 2022 APCM.

Deanery Synod

Three members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery synod has allowed us to benefit from viewing reports from various aspects of deanery work, and always provides a useful opportunity to network and share knowledge and ideas with others. In 2021 there has been a particular focus on receiving in-depth accounts of various charities the latest being Kintsugi Hope.

Writtle Christian Centre

The Christian Centre is widely used by all age groups. The Centre gradually reopened to certain groups during April, May and June until all restrictions were lifted in July when virtually all our regular hirers returned. The committee agreed to carry out remedial work to prevent the continuing damp issue in the older part of the building and obtained quotations from three damp specialists. We also took advice from the Church Architect and an independent architect who felt the problem should be tackled from a different preventative angle which chimed with the committee's thoughts. The committee obtained a quotation from a company who specialise in renovating and restoring historical buildings. They spent a day investigating the problems in, on and around the Centre and provided a detailed analysis of the issues and the measures to prevent further problems occurring. The committee accepted their quotations and hope to proceed with the remedial work in phases over the coming months. The committee will be applying for grants to cover some of the work.

Financial review

Overview

Wow who said life was boring!

Since 2018 when Heather and I became involved in church finances what a roller coaster ride it has been. When we started the hunt was on for a new vicar to lead our Church which resulted in 2019 in the appointment of Rev Tony. Just getting going we were hit with COVID in 2020. Were we open, closed or what. Then Brexit brought more uncertainty.

2021 continued with more lockdowns and restrictions until the big needle (vaccinations) brought the prospect of reopening. The later part of 2021 brought relief as we reopened with a bang. Church started to feel like church with some minor irritations.

But then the lights dimmed and the cost of living crisis emerged, energy bills soared and the drum beat of war between Russia and Ukraine appeared.

Despite all of the above you the population of our great church ALL SAINTS have stood firm and continued to give whether through standing orders, envelopes, collections, donations great and small, charity appeals and fundraising. WE SAY THANK YOU.

During those four years your charity has grown in strength and value. Just a few examples, the overall value grew from £173k in 2018 to £253k in 2021, whilst the investments/endowments grew from £36k to £52k.

As we move from accumulating wealth to a new era when funds have to be spent on essential fabric works cost discipline is essential.

PCC General Account

A comparison of 2020 against 2021 for the general fund. The standout view is of expenses held at £86000 over the two years whilst income has grown 22% from £77000 to £95000.

Income has shown broad growth, giving of all types is up £7000 (helped by RevT appeal) fundraising up £7000 (return to normal and bumper Christmas Tree Festival and Craft Fair) parochial events up £5000 (return to weddings and increased funerals etc). Interest/Dividends down due to low interest rate policy of the government.

Expenses increased as more parochial events leads to increased costs, shown in parish fees/share, vicars expenses and upkeep of services. Small changes have big impacts as shown in upkeep of churchyard, 2020 was four cuts and 2021 was six cuts.

Energy costs are just growing as we know, governance costs rose as we commenced paying music licence fees again.

General Admin in 2021 has to be compared with Admin and Parish Office costs combined in 2020.

Reserves policy

It remains the PCC policy to maintain a balance of three months payments to cover emergency situations that may arise from time to time.

The balance was much higher than needed in 2021 as the Rev Tony appeal proved more successful than expected and expenses were held in check. However since 2020 a deficit has been budgeted for and needs funding, hence the surplus.

Surplus funds are held first with Barclays Bank plc in a current account and then via a sweep arrangement to a deposit account earning 0.01%. Further monies are then invested in a CCLA deposit account earning 0.1% and investment accounts earning up to 3%.

Public benefit

The trustees have considered the Charity Commission guidance on Public Benefit in relation to churches as required. The Objectives and Achievements section of the trustees report at the beginning outline and expand upon the public benefit achieved by the PCC.

Being at the centre of our community in Writtle, the Church, the Christian Centre and Churchyard are by their very nature public spaces, open to the public and accessible to

them on a daily basis. The Vicarage is just a short walk away with the Rev Tony and wife Zoe often seen in the village using local facilities and chatting to locals.

One of the missions of the Church is to support the local community as much as possible through employing local people and craftspeople. The grass cutter, bell ringers, organists, choir, church wardens, vergers, wedding, funeral and baptism clerks, flower arranger, WCC manager, cleaners and many others live and work in the local area.

We have also been engaging with local schools to reconnect with the younger generation and encourage participation in Church affairs. For those with a keen eye the Labyrinth in the churchyard has been designed and built by local school children (with a little help from Rev Tony) and recently unveiled.

Volunteers

The PCC is very grateful for all the time and effort given so freely by all who contribute in so many different ways to our worship, stewardship of our building and finances, and the flourishing of our spiritual, social and community life. We are here as a sign of God's love for all the people of our village and beyond – this is your parish church, your community of faith. ALL ARE WELCOME.

Structure, Governance and Management

The PCC is a team of people who, with the parish priest, oversee the life of the church, to ensure we are focused on living out the Gospel. We aim to seek God's will, work well together, reflect our values and take action for the future. The method of appointment of PCC members is set out in the Church Representation Rules. At All Saints, the membership of the PCC consists of the incumbent (our Priest-in-Charge), churchwardens, members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The full PCC met three times during the year. All meetings have been quorate. The required Standing items have been on the Agenda at each meeting to ensure compliance with requirements. These include reports on sub-committee/group meetings, financial reports and safeguarding. Regular reports are also received from other groups connected to the church. The Standing Committee met three times in between PCC meetings.

PCC Report

Members of the PCC are either ex-officio or elected by the Annual Parochial Church meeting (APCM) in accordance with the Church Representation Rules.

PCC members who have served during 2021 are as follows:

Ex-Officio members

<i>Incumbent</i>	Rev Tony Cant	
<i>Churchwardens</i>	Vanessa Brett	From APCM 2021
	Tony Ripton	From APCM 2020

Elected members

<i>Deanery Synod</i>	Geoff Clarke	From APCM 2020
<i>Deanery Synod</i>	Diana Day	From APCM 2020
<i>Deanery Synod</i>	Hazel Kempton	From APCM 2020

Lay members

	Jerry Allanson	From APCM 2020
<i>(Treasurer)</i>	Heather Cooley	From APCM 2019
	Philip Couch	From APCM 2020
	Michele Moody	From APCM 2020
	Charlotte Nairac	From APCM 2021

Co-opted

<i>(Co-Treasurer)</i>	Paul Burgess	From PCC 12 th July 2021
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Appointed

<i>(Secretary)</i>	Nicola Shepherd	From PCC 12 th July 2021
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Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which include worship, mission and outreach and fabric and finance, are all responsible to the PCC and report back to it regularly with reports of their discussions being received by the full PCC.

The PCC is the arena at which different aspects of church life are brought together and discussed and where decisions are made to approve new initiatives and move them forward.

The meetings are chaired by the Priest-in-Charge and the membership includes those elected at the APCM to serve on the PCC and Deanery Synod plus the Churchwardens who are ex-officio members. In terms of the Charity Commission guidance, the members of the PCC are the trustees.

Elections to specific roles (i.e. vice-chair, treasurer, secretary, electoral roll, safeguarding, GDPR officer and membership of committees and of those who have particular roles within the church) take place at the first PCC after the APCM. Each meeting has standard agenda items, and include:

- a report from the Treasurer about the church finances;
- a report from the Chairman of the Fabric Committee about maintenance issues;
- a report from any sub-committees that have met since the last PCC meeting; and
- correspondence and notices relating to the church.

The PCC makes decisions in all these areas as necessary. It approves the church accounts at the meeting prior to the APCM. In addition, time is set-aside in PCC meetings to discuss particular matters relating to church life both at All Saints and within the deanery, the diocese and the wider Church of England. For matters which require a full PCC decision, these groups bring a proposed resolution to the meeting. The Minutes of each full meeting are available to those listed on the electoral role by making a request to the secretary.

The PCC has responsibility for working with Rev Tony Cant on matters of general concern and importance to the parish, and promoting the whole mission of the Church in the parish. It works for all in the parish not just on running the church building. The PCC listens and debates so that they can hear God's wisdom even in complicated situations. Sometimes there are disagreements or hard decisions need to be made. The PCC keep God right at

the centre and trust that he is powerful and good enough to lead; taking time to focus and listen to discern what he is saying and where he is leading us.

The PCC takes commitment, time, effort and dedication from those who serve on it. There are many who do the hard work before and after PCC meetings by serving so faithfully on the various church committees. Their contribution to church life is often hidden. Our thanks are due to all those who serve in this way.

Also, it is right and proper to express the thanks of the Parochial Church Council to all who have helped with the life, work and ministry of All Saints. They are too many to name and to add to the difficulty many offer their help and service anonymously. But whether known or unknown, upfront or backroom, high profile or anonymous, our deepest gratitude goes to you.

Members of the congregation are welcome to bring any matters of concern at any time to our PCC lay representatives, or to volunteer to be a member of a particular group or committee.

Nicola Shepherd, PCC Secretary

Safeguarding at All Saints

This continues to be a standing item on the PCC agenda. The most recent update records that one person's DBS check is awaiting authorisation by the Diocese, to fulfil the PCC quota of three certificated people. Philip Couch's enhanced DBS for his role as PSO on the PCC is awaiting authorisation by the Diocese. He is waiting for a date to take his PSO online induction course. Frances Couch has started her Foundation training programme and is on the waiting list for Leadership training. She has also begun her DBS application.

If you have any concerns or queries about a safeguarding matter, please speak to Philip who is in contact with the Diocesan Safeguarding Team. If an emergency arises out of normal working hours please call 999 or contact the Diocesan Safeguarding Team on the out of hours number 01245 294444.

Committees and Teams

Each Committee and Team has a defined membership and function

Standing Committee

<i>Members:</i>	<i>Chair:</i>	<i>Rev Tony Cant</i>
	<i>Churchwardens:</i>	<i>Vanessa Brett, Tony Ripton</i>
	<i>Secretary:</i>	<i>Nicola Shepherd</i>
		<i>Treasurer: Heather Cooley</i>
	<i>PCC members:</i>	<i>Diana Day</i>
		<i>Hazel Kempton</i>

This is the only committee required by law. Responsible for finance, insurance, health and safety, business between PCC meetings and both leading and dealing with the future vision of the church. It has power to transact the business of the Council between its meetings, subject to any directions given by the Council, subject to any directions given by the PCC. It should also work with the PCC to raise funds.

Fabric Committee

Members: *Chair:* *Tony Ripton (Churchwarden)*
 Secretary: *Dianne Collins*
 Co-opted: *Rev Tony Cant, Isabel Clarke, Chris Pendrill, Roger Pendrill, Stephen Bright, Kevin Marten*

The committee has responsibility for day to day maintenance of the church and the churchyard to ensure that they can be safely used by the people of the parish. This includes boiler maintenance, church cleaning and tidying of the churchyard, including pruning of trees and where necessary strimming of overgrown vegetation.

Since the pandemic began in 2020 it has not been possible to do works off of the last Quinquennial list. Having now received the new Quinquennial report we are pleased to announce that the works required under List A, that is the most urgent work comes to approximately £30,000. We have in the account known as Friends of Writtle church sufficient funds to allow all of the List A works to be undertaken without draining all of the funds in the account. To this end a programme of works is being drawn up so that quotes can be obtained for the PCC to approve so that the works can be started. We will also need to apply for grants.

We also have a duty to have a survey conducted on the trees and shrubs in the churchyard every five years to ensure that they are healthy and not in a state that may compromise the safety of people in the churchyard. In this regard we are currently getting quotes for a full survey with a view to organising a programme of work to be completed over the next five years once quotes have been obtained following the survey.

We would like to thank everyone who turns up for DIY days and church cleaning as their help is invaluable in completing the tasks.

Finally the committee would like to thank Nick Parton who has stepped down from the Fabric Committee after many years of valued service. His help over the years has been invaluable and we will miss him greatly.

Christian Centre Management Committee

Members: *Chair:* *PCC appointed:* *Rev Tony Cant*
 Manager: *Andrew Brewster*
 Co-opted *Janet Paul* *Rev Canon John Howden*
 Michele Moody *Margaret Bruce*
 Heather Cottee

The committee is an autonomous sub-committee of the PCC which has its own governing document. The Management Committee is responsible for the smooth running of the Christian Centre as All Saints' Church hall, enabling its work, worship and outreach to the local community as well as other churches and faiths; extending our hospitality by providing a regular meeting place for other Writtle clubs and organisations; providing a venue for private events, social events and functions; and aiming to be self-sufficient (through hire fees and grants) so that profits are used to maintain the Centre and if necessary support the church. It reports regularly to the PCC.

TEAMS: The membership of each team shall comprise at least one PCC members or Deanery Synod representative who will report back to the PCC on the team's behalf.

Worship and Mission Teams

Charity Team

Members: PCC Rep: Geoff Clarke
Co-opted: Chris Pendrill, Michele Moody, Sue Howden

The team has been in touch regularly to offer suggestions regarding charity support and we can report that for Lent this year we supported Ukraine. The Foodbank were also given a sum in 2021. This year to date from the coffee mornings, we have contributed to the All Saints heating costs. We are always open to suggestions.

Christmas Tree Festival Team

<i>Members:</i>	<i>Alison Woollard</i>	<i>Rev Canon John Howden</i>	<i>Sue Howden</i>
	<i>Carol Brown</i>	<i>Margaret Loster</i>	<i>Judy Stafford</i>
	<i>Michele Moody</i>	<i>Brian Gumbleton</i>	<i>Margaret Bruce</i>
	<i>Tony Ripton</i>	<i>Vanessa Brett</i>	

Responsible for running the annual Christmas Tree festival at All Saints Church, involving individuals, organisations and businesses around the parish thereby generating church funds.

2021 Christmas Tree Festival - successful and enjoyable

The changing situation with covid meant that we didn't decide to go ahead with the festival until August. We spent a lot of time putting covid safe measures in place and completing a risk assessment.

We had over 2,000 visitors over the two days, raised over £8000, (which included some generous donations) and the 46 trees were as inventive, beautiful and interesting as ever. The winning tree, entitled 'Christmas Hat Tree', was created by the Writtle Bowls Club and was a Christmas tree in the shape of Father Christmas wearing an enormous knitted hat. This was chosen by visitors. Our guest opener, the newly arrived Bishop of Chelmsford, Rt Revd Dr Guli Francis-Dehqani, chose A Festive Forest by Writtle Infant School. The other winner in the junior section was Our Enchanted Forest School by Highwood Primary School and the business winner was the Wheatsheaf pub's tree.

All aspects of the weekend contributed to its success. There were 25 craft stalls with plenty of purchasers, wonderful raffle prizes in the form of generous hampers, lovely music at different times each day and lots of tasty lunches and teas. We welcomed Chelmsford Morris who danced in the church and the Writtle Singers. A naughty elf trail set out in the churchyard was enjoyed by young visitors. So many church members worked hard – helping to set up, taking money on the door, counting and banking the money, selling raffle tickets, acting as stewards or serving the food and doing the washing up. The church was buzzing with life.

I would particularly like to thank all the members of the organising group who worked tirelessly to ensure the success of the Festival in the difficult circumstances of covid. We are already discussing the 2022 Festival. Alison Woollard, Chair of the Organising Group

Edward Bear

Members: Michele Moody, Jo and Margaret Morrison and Jean Rose plus helpers

Responsible for preparing for worship and fellowship of the younger members of our congregation.

Edward Bear club meets each Monday in term time at 1.45pm and consists of a short introduction to worship with a story, songs and prayer, followed by a craft activity and refreshments. Toys are available afterwards for little ones to play with whilst the carers have an opportunity to chat and make friends.

After a long break due to Covid restrictions, Edward Bear was able to finally welcome back his friends in October 2021. We joined the team at this point, and after the Christmas party bid a fond farewell to Sue Howden and Carol Gumbleton in their role as leaders, as they handed over the reins after many years of service. We thank them both for all their hard work and for continuing to support us by joining the tea rota. Since we re-opened we have welcomed back some familiar faces and gained quite a few new ones. Edward Bear has been more important than ever to build new relationships after being isolated for so long. We would like to thank Jean Rose who plays the piano for us each week and for those who give up their time to make tea and coffee and befriend those who come along.

Social Committee

Members: Chair: Sue Howden

PCC Rep: Margaret Bruce

Co-opted: Carol Brown, Isabel Clarke, Margaret Loster, Michele Moody, Janet Paul,

Responsible for generating fellowship in the congregation, catering, fundraising for general church funds.

After Lockdown our first social event was the postponed concert from the Allegro Choir in September 2021, much enjoyed , raising £1,150.40p

For a few months we had a produce stall once a month after church, raising a small amount.

John's film show In October 21 was appreciated by all who came and gave a further £402 to church funds.

2022 started off with great enthusiasm and hope with the annual visit from the Austin 7 club on 1st January and our Beetle Drive at the end of the month. We were then into full swing with yet another of John's Film shows in February, Pancake Supper, Lent lunches for Ukraine.

Please do look for our events this year. There is bound to be something for you.

I must thank all the committee for their tireless support , enthusiasm and ideas.

Watch for more details of events in The Link, on the Facebook page 'Writtle All Saints Church', the website 'www.allsaintswrittle.co.uk' or on the Noticeboard.

Pastoral Care Teams

Healing Ministry Development Team

Members: PCC Rep: Geoff Clarke

Co-opted: Steve Bright, Isabel Clarke, Anne Dunn, Sade Fadipe, Hazel Kempton, Rosemary Macaulay, Andrew Middleton, Ken Nunn, Richard Oscroft MBE

Ideally the team would like to encourage Healing Ministry across the now MMP. We are always pleased to hear from others who are welcome to join us at our home meetings which we restarted on 7th April in Writtle. These are a good sharing opportunity. The pattern of ministry is much as before (we will issue a new leaflet about this), and in the near future we hope to offer healing ministry as required at the 3rd Sunday Holy Communion service. It can be requested at other times on an ad hoc basis. Telephone contact Geoff 421725.

Pastoral Care

Authorised Pastoral Assistant & PCC representative: H Kempton

Team Members: M Bruce, P Butt, I Clarke, D Day, A Dunn, M Frost, A Gardner, S Howden, R Macauley, R Oscroft MBE, C Pendrill, J Rose

The purpose of this team is to provide comfort and support to anyone in our church community or the wider parish who would like to share with someone in confidence. Due to Covid infections continuing, the pastoral phone support team has continued to try to keep in contact with those who have not yet returned to church for various reasons. Since it has become possible to visit once again, face to face visits have re-started. When visiting the vulnerable, if advisable, team members are doing a lateral flow test before visiting to minimise the spread of covid infection.

In addition to supporting those we know of and are concerned about, there have also been several requests for pastoral support made via email on behalf of others which we have followed up as best we can.

Home Communion

Authorised Pastoral Assistant & PCC Rep: H Kempton

Team Members: V Brett, P Butt, G Clarke, M Moody, R Oscroft MBE, T Ripton

The Home Communion Team take the Eucharist to any in our congregation or the wider parish who are housebound, sick, or in a care home. Since Covid restrictions have been lifted, we are now once again able to take Home Communion to those unable to attend church. All members of the team were re-authorised to administer Home Communion during this year and the number of requests for Home Communion is slowly increasing.

Congregation information email system

Organiser: H Kempton

In order to keep everyone informed about church services, general information about the church, Covid-19 and other parish affairs, group emails have regularly been circulated to all congregation members and others who requested to be kept informed.

Christians Together Meetings

Christians Together Contact: Geoff Clarke

Christians Together meetings restarted on 21st November with a talk about Mission Aviation fellowship by Richard Cecil, one of their local representatives. Richard also is secretary to the Chelmsford CT(CTiC) and sends out a regular e mail featuring upcoming ecumenical events . If anyone would like to receive that just e mail `theseecretary@ctic.org.uk.'

Common Prayer Taizé style

Contact: Diana Day

Our monthly Taizé Service on the first Saturday of the month recommenced last October at the later time of 9.00 am and has been very well supported. We currently average around 20 people. Many who attend help by reading, leading the prayers or bringing bread for our simple breakfast enjoyed by all. The short service of song, silence and prayer lasts approximately 30 minutes and we welcome all, so please feel free to join us.

Prayer Circles and Monday Prayer Group

Prayer Circles Contact: Chris Pendrill

The prayer circles are continuing in confidence. If anyone new would like to join then please contact Chris Pendrill.

The healing prayer group is now meeting back in church on a Monday at 12.00.

Approved by the PCC May 2022 and signed on their behalf by the

Rev Tony Cant (PCC Chairman):



Independent Examiner's Report to the Parochial Church Council (PCC) of All Saints' Church, Writtle

I report to the members of the PCC on my examination of their financial statements for the year ended 31 December 2020, which comprise Receipts and Payments accounts and a Statement of Assets.

Respective responsibilities of trustees and independent examiner

The members of the PCC who are the trustees of the charity are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the financial statements of the PCC as required under section 145 of the 2011 Act. In carrying out my examination, I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

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

- accounting records were not kept in accordance with section 130 of the 2011 Act.
- the accounts do not accord with such records.
- the accounts do not comply with the accounting requirements concerning the form and 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.

Alan C Radford FCA DChA
Needham Cottage
Needham Green
Hatfield Broad Oak
Bishops Stortford
Herts. CM22 7JT

12 April 2021

THE PARISH OF ALL SAINTS, WRITTLE
MINUTES OF THE ANNUAL VESTRY AND PAROCHIAL CHURCH MEETINGS
HELD ON MONDAY 24 MAY 2021 IN CHURCH

1. Welcome and opening prayers

Rev Tony Cant opened the meeting with prayers. He offered a warm welcome to the 37 parishioners attending the AV&PCM and to Alan Radford, the Independent Examiner and Paul Burgess. There was one member of the public present.

2. Apologies for absence

Apologies for absence were received from Carol Brown, Ann Gardner, Rachel Hart, David and Prue James, Rosemary Macauley, Richard and Lynne Oscroft, Nick and Judith Parton, Judy Stafford and Ernie Tulley.

3. Minutes of the last AV&PCM held on 18 October 2020

The Minutes were unanimously agreed as a true record.

4. Matters Arising

There were no matters arising.

Annual Vestry Meeting

5. Election of Churchwardens

Two nominations had been received:

Vanessa Brett

Proposed by Rev Canon John Howden Seconded by Sue Howden

Tony Ripton

Proposed by Margaret Bruce Seconded by Sue Howden

There being no other nominations, Vanessa and Tony were declared as elected and congratulated on their appointment *[Applause]*.

Rev Tony thanked Margaret Bruce who had not sought re-election as Churchwarden for all she had done as warden in support of him as Priest-in-Charge and for her duty in dealing with many aspects of church life *[Applause]*

Annual Parochial Church Meeting

6. Presentation of Church Electoral Roll

Hazel Kempton provided the revised figures. As at 24th May 2021 there were 116 people on the Electoral Roll, 28 of whom live outside the parish. Since the last APCM: 3 people have joined the roll, 4 people have left the roll, 1 had died, 2 had moved away and 1 had requested removal from the roll. Hazel was thanked and there were no questions.

7. Treasurer's Report

Paul Burgess gave a broad statement about the finances of All Saints. The situation was going to be difficult this year but thanks to the additional donations and monthly giving, All Saints will be in surplus. However, next year will also be difficult and fundraising will again be at the forefront of everyone's minds in order for All Saints to remain in surplus and not have to dip into reserves.

Diana Day asked about the outcome of the Stewardship campaign in February. Paul Burgess said monthly giving had increased by around £6,000 while individual one-off donations had raised around £12,000. This meant the Church was solvent in 2021 but the problem would arise again in 2022.

Christina Brewster asked four questions in writing as follows:

What expenses are allocated to “Miscellaneous” as in both 2020 and 2019 it is the fourth highest expense out of 18 cost centres? Paul Burgess said the 2019 figure of £6,266 related to a transfer to the Friends of Writtle Church for funding of leaflets. The 2020 figure of £3,406 related to repayment of a loan for the Church Lane gates project.

How much of the “Tax Reclaimed” of £22,456 (2019: £2,112) related to previous years? Paul Burgess said, the split was approximately £12,000 for gift aided donation in 2019 and £8,000 in 2020.

The “Upkeep of the Churchyard” has decreased by 50%. What is the current policy for mowing the churchyard as it currently looks very neglected and unkempt and reflects badly on the church? Rev Tony said the PCC had decided to employ Joe the gardener at £500 per cut. The Parish Council paid one third of the total costs. Heather Cooley said cutting started in March for a total of six cuts until October and the PCC were monitoring the situation. Margaret Bruce said she had received several compliments on the state of the churchyard.

Are Writtle, Roxwell and Highwood all paying their own “Parish Share”? Did Writtle pay their full Parish Share last year and is it the intention to pay it in full in the current year? My concern is that we do not have a “full time” minister working for each Parish – I understand that the Priest in Charge is only taking our main service twice a month, alternating with Roxwell. Therefore, should each Parish be paying a full Parish Share? Who is responsible for the fees to visiting clergy/lay ministers who have to take other services? Rev Tony said all parishes were paying the Parish Share with the intention for Writtle and Roxwell to pay the full share going forward. Highwood was another matter. The premises that each parish paid the full share for a full-time Minister was incorrect and out of date. The Parish Share goes into the Diocesan pot to pay toward all Clergy and Archdeacons, staff in the Diocesan Office and to support poorer parishes who could not pay their Parish Share. The Church of England was broke – asset rich but cash poor and had largely sold off vicarages and investments. The Diocese had lost £3m last year and the forecast deficit this year was £3.5m. The creation of Mission and Ministry Partnership – joining with other parishes e.g. St Andrews Melbourne and Ascension with All Saints - would go some way to bridging the gap as would continued development of lay ministry. By 2025, this MMP was expected to have 2 full-time stipendiary clergy.

There were no further questions. Paul and Heather were thanked for their work on keeping the accounts in order *[Applause]*

8. Elections

8.1 PCC members

The following nomination had been received

Nomination

Charlotte Nairac

Proposed by:

Carol Gumbleton

Seconded by:

Jerry Allanson

As there were no other nominations, Charlotte was declared re-elected to the PCC for 2021/22. Existing lay members continuing for 2021/22 were as follows:

Jerry Allanson
Michele Moody

Heather Cooley

Philip Couch

Rev Tony thanked Pam Butt, Anne Dunn, Christine Pendrill and Judy Stafford as lay members of the PCC. They were thanked for their wisdom, faithfulness and counsel. Rev Tony also thanked Andrew Brewster, who was also standing down, for all his invaluable work as PCC Secretary and for the diligent support he had given him and previous incumbents. *[Applause]*

9. Appointment of Independent Examiner

Alan Radford has again agreed to act as Independent Examiner for 2021/22. It was unanimously agreed by the meeting to appoint Mr Radford for 2021/22. Alan was thanked for his work

10. Presentation of Reports including Area Dean's Report

These had been circulated in advance of the meeting. Rev Tony thanked everyone for taking the responsibility in producing reports which had given life to All Saints. There were no comments or questions.

11. Announcements and Social Events

The Christmas Tree Festival will take place on 4th and 5th December 2021. The Gardens Open Day had been postponed for a year and would take place on Sunday 19th June 2022. Sue Howden reminded those present, the social committee had arranged for a concert by the Allegro Choir on Saturday 10th July at 7.30pm, tickets £10. However, it was noted the government had updated its guidance to say that, in England, non-professional singing could take place only in groups of up to six people indoors. This may affect whether the Allegro event can go ahead.

12. Date of next meeting

The first meeting of the new PCC will be on Monday 12th July at 7.30pm in-person.

13. Date of Next APCM

The next APCM will take place on 23rd May 2022.

14 Any Other Business

Geoff Clarke said he had investigated Recycling for Good Causes which offers a service for charities and non-profit organisations by recycling unwanted items and turning them into valuable funds. Donors send in unwanted items and they recycle them to get money for the cause. The company recycle an array of items such as: unwanted watches and jewellery to gadgets, old currency (UK & foreign) and used stamps. Items may be collected from home free of charge. Geoff had some envelopes advertising the scheme with the All Saints logo. Sacks containing a minimum weight of 10kg (maximum weight of 30kg) were also available.

Jean Edwards reminded those attending of the Christian Aid envelopes at the back of church. They should be returned by Sunday as the organisers were counting the contents of the envelopes next week.

Rev Tony thanked everyone for attending and in particular thanked the Churchwardens, the Treasurer, Secretary, Christian Centre committee, lay ministers and safeguarding officer, pastoral support team, Fabric committee, Joe the gardener, the Christmas Tree Festival committee and the vergers for their unstinting support and encouragement. In particular he thanked those who had come up with the Hope and Worry trees at Easter which had proved such a great success.

Rev Tony closed the meeting with Prayers and The Grace at 8.40pm

**All Saints Parish Church, Writtle
Annual Vestry and Parochial Church Meetings
Monday 23 May 2022 from 7.30pm in Church**

AGENDA

1. Welcome and Opening Prayers by Rev Tony Cant
2. Apologies for Absence
3. Minutes of the Annual Vestry and Annual Parochial Church Meetings held on 24 May 2021
4. Matters Arising

Annual Vestry Meeting

5. Election of Churchwardens

Annual Parochial Church Meeting

6. Presentation of Church Electoral Roll
7. Treasurer's Report
 - Presentation of Accounts for the year ended 31 December 2021
8. Elections
 - Lay PCC Members
9. Appointment of Independent Examiner
10. Announcements and social events
11. Date of the First Meeting of the new PCC: 20 June 2022
12. Date of Next APCM: Sunday 23 April 2023, 11:30am
13. Any Other Business

ELECTORAL ROLL PRIVACY NOTICE

Who are we?

Writtle All Saints Parochial Church Council is the Data Controller. This means it decides how your personal data is processed and for what purposes.

Why do we process your personal data?

We use the personal data you provide on the electoral roll application form to enable us to manage, maintain and publish the electoral roll in accordance with Church Representation Rules (CRR) to:

- determine eligibility for attendance and participation at the Annual Parochial Church Meeting and for election to the Parochial Church Council, deanery, diocesan and general synods where applicable;
- calculate the number of representatives who may be elected to each of these synods in the following year;
- undertake a review and revision of the electoral roll as necessary; and
- publish your name and address, by exhibiting the roll in the parish church or the church website.

What is the lawful basis for processing your personal data?

1. *Processing for the purpose of determining eligibility, creating the electoral roll and use of the roll to calculate numbers for election to synod is necessary for compliance with a legal obligation.* The processing is a statutory requirement imposed by the Church Representation Rules, which means that you must give us this information if you want to be included on the electoral roll.
2. *Processing for the purpose of determining eligibility and creating or revising the electoral roll is carried out in the course of our legitimate activities,* as this relates solely to members the Church of England in connection with its purposes.
3. *Processing for the purpose of publishing the electoral roll relates to personal data which are manifestly made public by the data subject.* When you apply to have your name added to the church electoral roll, the automatic legal consequence as stated in the CRR, (Part I Formation of the Roll 1(8) and Revision of Roll and Preparation of New Roll 2(1), 2(3) and 2(7)) is that your name and address will be published, and by submitting your application form you are making that data public.

Sharing your personal data

Your personal data will be shared within the institutional Church of England and with the general public.

How long do we keep your personal data?

We keep your personal data for 6 years after a complete review of the electoral roll.

Your rights and your personal data

Unless subject to an exemption you have the following rights with respect to your personal data:

- The right to request a copy of your personal data which we hold about you;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;

- The right to request your personal data be erased where it is no longer necessary for us to retain such data;
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request that a restriction is placed on further processing;
- The right to object to the processing of your personal data for direct marketing and to have that processing stopped;
- The right to lodge a complaint with the Information Commissioners Office.

Contact Details

You can contact us by emailing writtleallsaints@gmail.com with 'For the attention of the Data Compliance Officer' as the email Subject.

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.

Taizé Reading for Monday 23 May 2022

*The Lord says: Among my people, no one will need to
teach their neighbour, saying, "Know the Lord!",
for they shall all know me from the smallest among them
to the greatest.
Hebrews 8:6-13*

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France editions@taize.fr

Writtle All Saints PCC - 1130967
Receipts and payments
Selected period: 01 January 2021 to 31 December 2021

<i>Note</i>	From To	01 January 2021 31 December 2021	01 January 2020 31 December 2020
CC-DAMP - CC DAMP FUND (Restricted) Fund			
Receipts			
Incoming resources from generated funds			
<i>Voluntary income</i>			
Donations - General		750	0
<i>Total Voluntary income</i>		<u>750</u>	<u>0</u>
Total receipts		750	0
Excess of Incoming resources over Resources used		<u>750</u>	<u>0</u>
Total carried forward balance		750	0
CC-WIFI - CC HANNAH WIFI FUND (Restricted) Fund			
Receipts			
Incoming resources from generated funds			
<i>Voluntary income</i>			
Donations - Gift Aid		450	0
Tax Reclaimed		113	0
<i>Total Voluntary income</i>		<u>563</u>	<u>0</u>
Total receipts		563	0
Payments			
Charitable activities			
Phone and Broadband		395	0
<i>Total Charitable activities</i>		<u>395</u>	<u>0</u>
Total payments		395	0
Excess of Incoming resources over Resources used		<u>167</u>	<u>0</u>
Total carried forward balance		167	0

There may be minor discrepancies in the totals if the pence are not being shown

Nicholas - Glazing Nicholas Chapel (Designated) Fund

Brought forward balance	0	7,319
Transfers to/(from)	0	(7,319)

C-Anelli - Centre ~ Anelli Room (Restricted) Fund**Payments**

Charitable activities

General Admin	0	221
Equipment	0	2,692

<i>Total Charitable activities</i>	<i>0</i>	<i>2,914</i>
------------------------------------	----------	--------------

Total payments

0	2,914
----------	--------------

Excess of Incoming resources over Resources used	0	(2,914)
--	---	---------

Brought forward balance	0	2,914
-------------------------	---	-------

Woodhouse - Woodhouse (Fabric) Trust (Endowment) Fund

Brought forward balance	12,697	11,904
Adjustments	1,825	793

Total carried forward balance	14,523	12,697
--------------------------------------	---------------	---------------

WCC - CC GENERAL FUND (Designated) Fund**Receipts**

Incoming resources from generated funds

Voluntary income

Donations - General	60	800
Donations - Gift Aid	1,405	1,000
Tax Reclaimed	562	200
Grants	4,403	3,034

<i>Total Voluntary income</i>	<i>6,430</i>	<i>5,034</i>
-------------------------------	--------------	--------------

Incoming resources from charitable activities

Church Hall Rental income	23,760	14,080
---------------------------	--------	--------

<i>Total Incoming resources from charitable activities</i>	<i>23,760</i>	<i>14,080</i>
--	---------------	---------------

Other incoming resources

Miscellaneous	1,003	525
---------------	-------	-----

<i>Total Other incoming resources</i>	<i>1,003</i>	<i>525</i>
---------------------------------------	--------------	------------

Total receipts	31,194	19,641
-----------------------	---------------	---------------

Payments

Charitable activities

Hall Manager	5,446	4,820
General Admin	183	313
Equipment	46	0
Hall Running - Gas	3,062	2,315
Hall Running - Electricity	889	992
Hall Running Insurance	1,842	3,174
Hall Running - Maintenance	2,195	3,284
Hall Running - Equipment maintenance	918	368
Hall Running - Cleaning	5,618	5,509

There may be minor discrepancies in the totals if the pence are not being shown

Note	From To	01 January 2021 31 December 2021	01 January 2020 31 December 2020
	Hall Running - Water	382	379
	Governance Costs	1,090	353
	<i>Total Charitable activities</i>	<i>21,676</i>	<i>21,511</i>
Total payments		21,676	21,511
	Excess of Incoming resources over Resources used	9,517	(1,869)
	Brought forward balance	10,447	12,317
Total carried forward balance		19,965	10,447

C-FOYER - CC FOYER FUND (Restricted) Fund

Receipts

Incoming resources from generated funds

Voluntary income

Tax Reclaimed

0

2,500

Grants

0

1,000

Total Voluntary income

0

3,500

Total receipts

0

3,500

Payments

Charitable activities

Equipment

0

8,597

Hall Running - Maintenance

0

55

Church Major repairs

0

17,219

Total Charitable activities

0

25,872

Total payments

0

25,872

Excess of Incoming resources over Resources used

0

(22,372)

Brought forward balance

0

22,372

General - General fund (Unrestricted) Fund

Receipts

Incoming resources from generated funds

Voluntary income

Standing Order Giving

31,389

21,028

Giving Envelopes

8,541

8,366

Loose Plate collections

1,978

1,844

Donations - General

14,418

7,583

Donations - Charity Appeals

0

94

Tax Reclaimed

13,408

22,456

Legacies

0

1,300

Bookstall contributions

0

140

Total Voluntary income

69,736

62,813

Activities for generating funds

Fundraising

13,832

6,383

Total Activities for generating funds

13,832

6,383

Investment income

Dividends

0

215

Interest

552

792

Total Investment income

552

1,007

There may be minor discrepancies in the totals if the pence are not being shown

Incoming resources from charitable activities		
Parochial Fees	11,634	6,127
Use of Church	0	510
<i>Total Incoming resources from charitable activities</i>	<i>11,634</i>	<i>6,637</i>
Total receipts	95,755	76,841
Payments		
Charitable activities		
Mission & Charities	190	443
Parish Share	62,513	61,193
Incumbent working expenses	865	352
Church Insurance	6,890	6,814
Church Repair & Maintenance	3,489	5,337
Upkeep of Services	3,448	1,930
Upkeep of Churchyard	3,481	2,268
General Admin	1,177	371
Phone and Broadband	831	782
Parish office costs	0	672
Church office - Photocopier	360	264
Equipment	0	359
Miscellaneous	0	3,406
Church running Electricity	1,278	991
Church running Water	0	130
Church Running Heating Oil	1,557	1,326
Governance Costs	564	143
<i>Total Charitable activities</i>	<i>86,647</i>	<i>86,791</i>
Total payments	86,647	86,791
Excess of Incoming resources over Resources used	9,108	(9,949)
Brought forward balance	46,477	48,927
Transfers to/(from)	0	7,319
Adjustments	411	178
Total carried forward balance	55,996	46,477

Fabric - Fabric Fund (Restricted) Fund

Receipts		
Incoming resources from generated funds		
<i>Investment income</i>		
Dividends	836	2,021
<i>Total Investment income</i>	<i>836</i>	<i>2,021</i>
Total receipts	836	2,021
Excess of Incoming resources over Resources used	836	2,021
Brought forward balance	5,474	3,452
Total carried forward balance	6,310	5,474

There may be minor discrepancies in the totals if the pence are not being shown

Fabric - Fabric Fund (Endowment) Fund

Brought forward balance	28,419	26,764
Adjustments	4,049	1,655
Total carried forward balance	32,469	28,419

Friends - Friends of Writtle Church (Restricted) Fund**Receipts**

Incoming resources from generated funds

Voluntary income

Donations - General

700

680

Tax Reclaimed

159

6,426

Total Voluntary income

859

7,106

Investment income

Interest

57

165

Total Investment income

57

165

Total receipts**917****7,271**

Excess of Incoming resources over Resources used

917

7,271

Brought forward balance

64,143

56,872

Total carried forward balance**65,061****64,143****Garden-R - Garden of Rest (Designated) Fund****Receipts**

Incoming resources from charitable activities

Inscription Fees

3,394

2,506

Total Incoming resources from charitable activities

3,394

2,506

Total receipts**3,394****2,506****Payments**

Charitable activities

Upkeep of Churchyard

1,806

1,414

Total Charitable activities

1,806

1,414

Total payments**1,806****1,414**

Excess of Incoming resources over Resources used

1,587

1,091

Brought forward balance

5,211

4,120

Total carried forward balance**6,798****5,211***There may be minor discrepancies in the totals if the pence are not being shown*

Special-P - Special Projects (Designated) Fund**Payments**

Charitable activities

Church Repair & Maintenance

0

308

Equipment

0

480

Total Charitable activities

0

788

Total payments

0

788

Excess of Incoming resources over Resources used

0

(788)

Brought forward balance

27,920

28,709

Total carried forward balance

27,920

27,920

Anelli - Fred Anelli Fund (Restricted) Fund

Brought forward balance

12,982

12,982

Total carried forward balance

12,982

12,982

Luckin - Non-PCC Luckin-Smith Fund (Restricted) Fund

Brought forward balance

4,262

4,262

Total carried forward balance

4,262

4,262

Upson - Upson Memorial Fund (Restricted) Fund

Brought forward balance

2,757

2,757

Total carried forward balance

2,757

2,757

Vicar-CW - Non-PCC Vicar & Churchwarden fund (Restricted) Fund**Receipts**

Incoming resources from generated funds

Investment income

Dividends

891

874

Total Investment income

891

874

Total receipts

891

874

Payments

Charitable activities

Mission & Charities

891

2,155

Total Charitable activities

891

2,155

Total payments

891

2,155

Excess of Incoming resources over Resources used

0

(1,281)

Brought forward balance

0

1,281

There may be minor discrepancies in the totals if the pence are not being shown

Vicars-D - Non-PCC Vicar's Discretionary Fund (Restricted) Fund
Receipts

Incoming resources from generated funds

Investment income

Dividends

55

134

Total Investment income

55

134

Total receipts
55
134

Excess of Incoming resources over Resources used

55

134

Brought forward balance

499

364

Total carried forward balance
554
499
Vicars-D - Non-PCC Vicar's Discretionary Fund (Endowment) Fund

Brought forward balance

1,887

1,777

Adjustments

268

109

Total carried forward balance
2,156
1,887
There may be minor discrepancies in the totals if the pence are not being shown

All Saints' Church Writtle

(Charity Registration Number: 1130967)

Incorporating:

Writtle Ecclesiastical Charities

(Charity Registration Number: 267181)

Annual Report and Financial Statements

of the

Parochial Church Council

For the year ended 31st December 2021

Priest-in-Charge

Rev Tony Cant
The Vicarage
19 Lodge Road
Writtle
Essex CM1 3HY

Bankers

Barclays plc
40-41 High Street
Chelmsford
Essex CM1 1BE

Independent Examiner

Alan C Radford, BA, FCA, DChA

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All Saints' Church, Writtle

Annual Report 2021

Administrative Information

All Saints Church is situated in Church Lane, Writtle. It is part of the Diocese of Chelmsford within the Church of England. The correspondence address is The Parish Office, All Saints Church, Church Lane, Writtle, Essex CM1 3EN. Email address: writtleallsaints@gmail.com, website: www.allsaintswrittle.co.uk/content

The Parochial Church Council of the Ecclesiastical parish of Writtle is registered with the Charity Commission, registration number 1130967 with the working title of All Saints Writtle.

Aim and purposes

All Saints' Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, Rev Tony Cant, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at All Saints. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of All Saints and the Christian Centre. The PCC subcommittee has responsibility for the maintenance of the Christian Centre, Writtle. It is a self-funding entity that is expected to cover all its expenses from fees, fundraising and grants.

Achievements and Performance

Review of the period

For almost the first half of 2021 church services remained online due to the Coronavirus pandemic. But on Pentecost Sunday services started again in churches. At Writtle, the pattern of services remained the usual 1st and 3rd Sundays being Holy Communion led by the Priest-in-Charge, with 2nd Sundays led by Rev John Howden, and the 4th Sundays led by one of our Authorised Local Preachers, Frances Couch. Overall, it felt as though church services were going back to how they were pre-Pandemic.

It was great to be able to welcome the schools back into church for their Harvest and Christmas Services, and to have the usual array of Christmas church services along with the Christmas Tree Festival again.

The Occasional Offices have been quite full this year too, and it's been a joy and an honour to be part of these significant life events.

The energy and skill of our congregation members who give of their time to doing so much in and for the community is astounding, and I thank them all very much indeed.

Worship and prayer

We continued with the pattern of worship services held at 8am every Sunday morning of 2021, and 10am for Morning Prayer with Journal Readings online on our YouTube channel called Writtle with Highwood and Roxwell churches, while Home Communion has been taken to those requesting it.

Joint Services for all 3 churches (Writtle, Highwood, and Roxwell) were held on Trinity Sunday, Christ the King, and Candlemas. The Chelmsford Welsh Society held their annual Big Sing at Highwood in mid-October as Roxwell church was covered in scaffolding due to re-roofing the South Nave.

The Mission and Ministry Partnership (made up of St. Andrew's, Ascension with All Saints, Writtle with Highwood, and Roxwell churches) was formally constituted and celebrated with the Bishop of Bradwell, Archdeacon of Chelmsford and local dignitaries at All Saints Writtle in March 2022.

The current pattern is likely to continue for the foreseeable future and we remain open to seeing what God may have in store in the future.

Rev Tony Cant
Priest-in-Charge.

Churchwardens Report

As we reflect on the year we are thankful that we appear to have seen the most challenging times of the pandemic pass and a return to a more familiar way of life and worship. Huge thanks to Rev Tony for his hard work and resilience juggling worship, pastoral and administrative duties across three parishes in lockdown after such a brief period of normality following his arrival. There has been much for everyone to adapt to and we are very grateful for all the help we have received from so many people who willingly do so much, invariably without even the need to be asked, that contributes to the life of the church community.

The formation of the MMP provides a very exciting opportunity for our future and we look forward to working with our partnership churches in mission and to support each other in all aspects of church life and administration.

In July the Quinquennial Inspection of the church was undertaken and the report has identified some priority repairs that need to be completed to preserve and prevent further deterioration of our beautiful building which the Fabric Committee will be working through. Unfortunately, such repairs are very expensive so there continues to be challenging financial times ahead, particularly with general price rises in so many other areas (fuel costs alone have more than doubled). We appreciate all the ongoing financial donations in such difficult times and also the numerous fundraising efforts. It was wonderful to have the return of the Christmas Tree Festival in December, which not only raised a large sum of money, but also brought so many people into the church to share the spirit of Christmas.

We also give thanks for gifts and support for the Harvest Festival Foodbank donations, Christmas Toy Appeal, Sanctus and the more recent Ukraine appeal demonstrating huge generosity, care and compassion. The service in Solidarity with Ukraine was beautiful and the recent meeting for expression of interest to offer practical support for refugees, working with the Diocese as a local hub, has been very positive. We look forward to being able to effectively assist where we can.

It has been lovely to witness a number recent baptisms, share in the special time as couples prepare for marriage at All Saints and support and comfort the bereaved at funerals. The Labyrinth development and planting jointly with the Junior School has resulted in a lovely Spring display and an area for the whole community to enjoy and find space for calm and reflection.

Electoral Roll

As at the APCM on Monday 24th May 2021 there were 116 people on the Electoral Roll, 28 of whom live outside the parish. Final numbers will be reported at the 2022 APCM.

Deanery Synod

Three members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. The Deanery synod has allowed us to benefit from viewing reports from various aspects of deanery work, and always provides a useful opportunity to network and share knowledge and ideas with others. In 2021 there has been a particular focus on receiving in-depth accounts of various charities the latest being Kintsugi Hope.

Writtle Christian Centre

The Christian Centre is widely used by all age groups. The Centre gradually reopened to certain groups during April, May and June until all restrictions were lifted in July when virtually all our regular hirers returned. The committee agreed to carry out remedial work to prevent the continuing damp issue in the older part of the building and obtained quotations from three damp specialists. We also took advice from the Church Architect and an independent architect who felt the problem should be tackled from a different preventative angle which chimed with the committee's thoughts. The committee obtained a quotation from a company who specialise in renovating and restoring historical buildings. They spent a day investigating the problems in, on and around the Centre and provided a detailed analysis of the issues and the measures to prevent further problems occurring. The committee accepted their quotations and hope to proceed with the remedial work in phases over the coming months. The committee will be applying for grants to cover some of the work.

Financial review

Overview

Wow who said life was boring!

Since 2018 when Heather and I became involved in church finances what a roller coaster ride it has been. When we started the hunt was on for a new vicar to lead our Church which resulted in 2019 in the appointment of Rev Tony. Just getting going we were hit with COVID in 2020. Were we open, closed or what. Then Brexit brought more uncertainty.

2021 continued with more lockdowns and restrictions until the big needle (vaccinations) brought the prospect of reopening. The later part of 2021 brought relief as we reopened with a bang. Church started to feel like church with some minor irritations.

But then the lights dimmed and the cost of living crisis emerged, energy bills soared and the drum beat of war between Russia and Ukraine appeared.

Despite all of the above you the population of our great church ALL SAINTS have stood firm and continued to give whether through standing orders, envelopes, collections, donations great and small, charity appeals and fundraising. WE SAY THANK YOU.

During those four years your charity has grown in strength and value. Just a few examples, the overall value grew from £173k in 2018 to £253k in 2021, whilst the investments/endowments grew from £36k to £52k.

As we move from accumulating wealth to a new era when funds have to be spent on essential fabric works cost discipline is essential.

PCC General Account

A comparison of 2020 against 2021 for the general fund. The standout view is of expenses held at £86000 over the two years whilst income has grown 22% from £77000 to £95000.

Income has shown broad growth, giving of all types is up £7000 (helped by RevT appeal) fundraising up £7000 (return to normal and bumper Christmas Tree Festival and Craft Fair) parochial events up £5000 (return to weddings and increased funerals etc). Interest/Dividends down due to low interest rate policy of the government.

Expenses increased as more parochial events leads to increased costs, shown in parish fees/share, vicars expenses and upkeep of services. Small changes have big impacts as shown in upkeep of churchyard, 2020 was four cuts and 2021 was six cuts.

Energy costs are just growing as we know, governance costs rose as we commenced paying music licence fees again.

General Admin in 2021 has to be compared with Admin and Parish Office costs combined in 2020.

Reserves policy

It remains the PCC policy to maintain a balance of three months payments to cover emergency situations that may arise from time to time.

The balance was much higher than needed in 2021 as the Rev Tony appeal proved more successful than expected and expenses were held in check. However since 2020 a deficit has been budgeted for and needs funding, hence the surplus.

Surplus funds are held first with Barclays Bank plc in a current account and then via a sweep arrangement to a deposit account earning 0.01%. Further monies are then invested in a CCLA deposit account earning 0.1% and investment accounts earning up to 3%.

Public benefit

The trustees have considered the Charity Commission guidance on Public Benefit in relation to churches as required. The Objectives and Achievements section of the trustees report at the beginning outline and expand upon the public benefit achieved by the PCC.

Being at the centre of our community in Writtle, the Church, the Christian Centre and Churchyard are by their very nature public spaces, open to the public and accessible to

them on a daily basis. The Vicarage is just a short walk away with the Rev Tony and wife Zoe often seen in the village using local facilities and chatting to locals.

One of the missions of the Church is to support the local community as much as possible through employing local people and craftspeople. The grass cutter, bell ringers, organists, choir, church wardens, vergers, wedding, funeral and baptism clerks, flower arranger, WCC manager, cleaners and many others live and work in the local area.

We have also been engaging with local schools to reconnect with the younger generation and encourage participation in Church affairs. For those with a keen eye the Labyrinth in the churchyard has been designed and built by local school children (with a little help from Rev Tony) and recently unveiled.

Volunteers

The PCC is very grateful for all the time and effort given so freely by all who contribute in so many different ways to our worship, stewardship of our building and finances, and the flourishing of our spiritual, social and community life. We are here as a sign of God's love for all the people of our village and beyond – this is your parish church, your community of faith. ALL ARE WELCOME.

Structure, Governance and Management

The PCC is a team of people who, with the parish priest, oversee the life of the church, to ensure we are focused on living out the Gospel. We aim to seek God's will, work well together, reflect our values and take action for the future. The method of appointment of PCC members is set out in the Church Representation Rules. At All Saints, the membership of the PCC consists of the incumbent (our Priest-in-Charge), churchwardens, members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The full PCC met three times during the year. All meetings have been quorate. The required Standing items have been on the Agenda at each meeting to ensure compliance with requirements. These include reports on sub-committee/group meetings, financial reports and safeguarding. Regular reports are also received from other groups connected to the church. The Standing Committee met three times in between PCC meetings.

PCC Report

Members of the PCC are either ex-officio or elected by the Annual Parochial Church meeting (APCM) in accordance with the Church Representation Rules.

PCC members who have served during 2021 are as follows:

Ex-Officio members

<i>Incumbent</i>	Rev Tony Cant	
<i>Churchwardens</i>	Vanessa Brett	From APCM 2021
	Tony Ripton	From APCM 2020

Elected members

<i>Deanery Synod</i>	Geoff Clarke	From APCM 2020
<i>Deanery Synod</i>	Diana Day	From APCM 2020
<i>Deanery Synod</i>	Hazel Kempton	From APCM 2020

Lay members

	Jerry Allanson	From APCM 2020
<i>(Treasurer)</i>	Heather Cooley	From APCM 2019
	Philip Couch	From APCM 2020
	Michele Moody	From APCM 2020
	Charlotte Nairac	From APCM 2021

Co-opted

<i>(Co-Treasurer)</i>	Paul Burgess	From PCC 12 th July 2021
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Appointed

<i>(Secretary)</i>	Nicola Shepherd	From PCC 12 th July 2021
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Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which include worship, mission and outreach and fabric and finance, are all responsible to the PCC and report back to it regularly with reports of their discussions being received by the full PCC.

The PCC is the arena at which different aspects of church life are brought together and discussed and where decisions are made to approve new initiatives and move them forward.

The meetings are chaired by the Priest-in-Charge and the membership includes those elected at the APCM to serve on the PCC and Deanery Synod plus the Churchwardens who are ex-officio members. In terms of the Charity Commission guidance, the members of the PCC are the trustees.

Elections to specific roles (i.e. vice-chair, treasurer, secretary, electoral roll, safeguarding, GDPR officer and membership of committees and of those who have particular roles within the church) take place at the first PCC after the APCM. Each meeting has standard agenda items, and include:

- a report from the Treasurer about the church finances;
- a report from the Chairman of the Fabric Committee about maintenance issues;
- a report from any sub-committees that have met since the last PCC meeting; and
- correspondence and notices relating to the church.

The PCC makes decisions in all these areas as necessary. It approves the church accounts at the meeting prior to the APCM. In addition, time is set-aside in PCC meetings to discuss particular matters relating to church life both at All Saints and within the deanery, the diocese and the wider Church of England. For matters which require a full PCC decision, these groups bring a proposed resolution to the meeting. The Minutes of each full meeting are available to those listed on the electoral role by making a request to the secretary.

The PCC has responsibility for working with Rev Tony Cant on matters of general concern and importance to the parish, and promoting the whole mission of the Church in the parish. It works for all in the parish not just on running the church building. The PCC listens and debates so that they can hear God's wisdom even in complicated situations. Sometimes there are disagreements or hard decisions need to be made. The PCC keep God right at

the centre and trust that he is powerful and good enough to lead; taking time to focus and listen to discern what he is saying and where he is leading us.

The PCC takes commitment, time, effort and dedication from those who serve on it. There are many who do the hard work before and after PCC meetings by serving so faithfully on the various church committees. Their contribution to church life is often hidden. Our thanks are due to all those who serve in this way.

Also, it is right and proper to express the thanks of the Parochial Church Council to all who have helped with the life, work and ministry of All Saints. They are too many to name and to add to the difficulty many offer their help and service anonymously. But whether known or unknown, upfront or backroom, high profile or anonymous, our deepest gratitude goes to you.

Members of the congregation are welcome to bring any matters of concern at any time to our PCC lay representatives, or to volunteer to be a member of a particular group or committee.

Nicola Shepherd, PCC Secretary

Safeguarding at All Saints

This continues to be a standing item on the PCC agenda. The most recent update records that one person's DBS check is awaiting authorisation by the Diocese, to fulfil the PCC quota of three certificated people. Philip Couch's enhanced DBS for his role as PSO on the PCC is awaiting authorisation by the Diocese. He is waiting for a date to take his PSO online induction course. Frances Couch has started her Foundation training programme and is on the waiting list for Leadership training. She has also begun her DBS application. If you have any concerns or queries about a safeguarding matter, please speak to Philip who is in contact with the Diocesan Safeguarding Team. If an emergency arises out of normal working hours please call 999 or contact the Diocesan Safeguarding Team on the out of hours number 01245 294444.

Committees and Teams

Each Committee and Team has a defined membership and function

Standing Committee

<i>Members:</i>	<i>Chair:</i>	<i>Rev Tony Cant</i>
	<i>Churchwardens:</i>	<i>Vanessa Brett, Tony Ripton</i>
	<i>Secretary:</i>	<i>Nicola Shepherd</i>
		<i>Treasurer: Heather Cooley</i>
	<i>PCC members:</i>	<i>Diana Day</i>
		<i>Hazel Kempton</i>

This is the only committee required by law. Responsible for finance, insurance, health and safety, business between PCC meetings and both leading and dealing with the future vision of the church. It has power to transact the business of the Council between its meetings, subject to any directions given by the Council, subject to any directions given by the PCC. It should also work with the PCC to raise funds.

Fabric Committee

Members: *Chair:* *Tony Ripton (Churchwarden)*
 Secretary: *Dianne Collins*
 Co-opted: *Rev Tony Cant, Isabel Clarke, Chris Pendrill, Roger Pendrill, Stephen Bright, Kevin Marten*

The committee has responsibility for day to day maintenance of the church and the churchyard to ensure that they can be safely used by the people of the parish. This includes boiler maintenance, church cleaning and tidying of the churchyard, including pruning of trees and where necessary strimming of overgrown vegetation.

Since the pandemic began in 2020 it has not been possible to do works off of the last Quinquennial list. Having now received the new Quinquennial report we are pleased to announce that the works required under List A, that is the most urgent work comes to approximately £30,000. We have in the account known as Friends of Writtle church sufficient funds to allow all of the List A works to be undertaken without draining all of the funds in the account. To this end a programme of works is being drawn up so that quotes can be obtained for the PCC to approve so that the works can be started. We will also need to apply for grants.

We also have a duty to have a survey conducted on the trees and shrubs in the churchyard every five years to ensure that they are healthy and not in a state that may compromise the safety of people in the churchyard. In this regard we are currently getting quotes for a full survey with a view to organising a programme of work to be completed over the next five years once quotes have been obtained following the survey.

We would like to thank everyone who turns up for DIY days and church cleaning as their help is invaluable in completing the tasks.

Finally the committee would like to thank Nick Parton who has stepped down from the Fabric Committee after many years of valued service. His help over the years has been invaluable and we will miss him greatly.

Christian Centre Management Committee

Members: *Chair:* *PCC appointed:* *Rev Tony Cant*
 Manager: *Andrew Brewster*
 Co-opted *Janet Paul* *Rev Canon John Howden*
 Michele Moody *Margaret Bruce*
 Heather Cottee

The committee is an autonomous sub-committee of the PCC which has its own governing document. The Management Committee is responsible for the smooth running of the Christian Centre as All Saints' Church hall, enabling its work, worship and outreach to the local community as well as other churches and faiths; extending our hospitality by providing a regular meeting place for other Writtle clubs and organisations; providing a venue for private events, social events and functions; and aiming to be self-sufficient (through hire fees and grants) so that profits are used to maintain the Centre and if necessary support the church. It reports regularly to the PCC.

TEAMS: The membership of each team shall comprise at least one PCC members or Deanery Synod representative who will report back to the PCC on the team's behalf.

Worship and Mission Teams

Charity Team

Members: PCC Rep: Geoff Clarke
Co-opted: Chris Pendrill, Michele Moody, Sue Howden

The team has been in touch regularly to offer suggestions regarding charity support and we can report that for Lent this year we supported Ukraine. The Foodbank were also given a sum in 2021. This year to date from the coffee mornings, we have contributed to the All Saints heating costs. We are always open to suggestions.

Christmas Tree Festival Team

<i>Members:</i>	<i>Alison Woollard</i>	<i>Rev Canon John Howden</i>	<i>Sue Howden</i>
	<i>Carol Brown</i>	<i>Margaret Loster</i>	<i>Judy Stafford</i>
	<i>Michele Moody</i>	<i>Brian Gumbleton</i>	<i>Margaret Bruce</i>
	<i>Tony Ripton</i>	<i>Vanessa Brett</i>	

Responsible for running the annual Christmas Tree festival at All Saints Church, involving individuals, organisations and businesses around the parish thereby generating church funds.

2021 Christmas Tree Festival - successful and enjoyable

The changing situation with covid meant that we didn't decide to go ahead with the festival until August. We spent a lot of time putting covid safe measures in place and completing a risk assessment.

We had over 2,000 visitors over the two days, raised over £8000, (which included some generous donations) and the 46 trees were as inventive, beautiful and interesting as ever. The winning tree, entitled 'Christmas Hat Tree', was created by the Writtle Bowls Club and was a Christmas tree in the shape of Father Christmas wearing an enormous knitted hat. This was chosen by visitors. Our guest opener, the newly arrived Bishop of Chelmsford, Rt Revd Dr Guli Francis-Dehqani, chose A Festive Forest by Writtle Infant School. The other winner in the junior section was Our Enchanted Forest School by Highwood Primary School and the business winner was the Wheatsheaf pub's tree.

All aspects of the weekend contributed to its success. There were 25 craft stalls with plenty of purchasers, wonderful raffle prizes in the form of generous hampers, lovely music at different times each day and lots of tasty lunches and teas. We welcomed Chelmsford Morris who danced in the church and the Writtle Singers. A naughty elf trail set out in the churchyard was enjoyed by young visitors. So many church members worked hard – helping to set up, taking money on the door, counting and banking the money, selling raffle tickets, acting as stewards or serving the food and doing the washing up. The church was buzzing with life.

I would particularly like to thank all the members of the organising group who worked tirelessly to ensure the success of the Festival in the difficult circumstances of covid. We are already discussing the 2022 Festival. Alison Woollard, Chair of the Organising Group

Edward Bear

Members: Michele Moody, Jo and Margaret Morrison and Jean Rose plus helpers

Responsible for preparing for worship and fellowship of the younger members of our congregation.

Edward Bear club meets each Monday in term time at 1.45pm and consists of a short introduction to worship with a story, songs and prayer, followed by a craft activity and refreshments. Toys are available afterwards for little ones to play with whilst the carers have an opportunity to chat and make friends.

After a long break due to Covid restrictions, Edward Bear was able to finally welcome back his friends in October 2021. We joined the team at this point, and after the Christmas party bid a fond farewell to Sue Howden and Carol Gumbleton in their role as leaders, as they handed over the reins after many years of service. We thank them both for all their hard work and for continuing to support us by joining the tea rota. Since we re-opened we have welcomed back some familiar faces and gained quite a few new ones. Edward Bear has been more important than ever to build new relationships after being isolated for so long. We would like to thank Jean Rose who plays the piano for us each week and for those who give up their time to make tea and coffee and befriend those who come along.

Social Committee

Members: Chair: Sue Howden

PCC Rep: Margaret Bruce

Co-opted: Carol Brown, Isabel Clarke, Margaret Loster, Michele Moody, Janet Paul,

Responsible for generating fellowship in the congregation, catering, fundraising for general church funds.

After Lockdown our first social event was the postponed concert from the Allegro Choir in September 2021, much enjoyed, raising £1,150.40p

For a few months we had a produce stall once a month after church, raising a small amount.

John's film show In October 21 was appreciated by all who came and gave a further £402 to church funds.

2022 started off with great enthusiasm and hope with the annual visit from the Austin 7 club on 1st January and our Beetle Drive at the end of the month. We were then into full swing with yet another of John's Film shows in February, Pancake Supper, Lent lunches for Ukraine.

Please do look for our events this year. There is bound to be something for you.

I must thank all the committee for their tireless support, enthusiasm and ideas.

Watch for more details of events in The Link, on the Facebook page 'Writtle All Saints Church', the website 'www.allsaintswrittle.co.uk' or on the Noticeboard.

Pastoral Care Teams

Healing Ministry Development Team

Members: PCC Rep: Geoff Clarke

Co-opted: Steve Bright, Isabel Clarke, Anne Dunn, Sade Fadipe, Hazel Kempton, Rosemary Macaulay, Andrew Middleton, Ken Nunn, Richard Oscroft MBE

Ideally the team would like to encourage Healing Ministry across the now MMP. We are always pleased to hear from others who are welcome to join us at our home meetings which we restarted on 7th April in Writtle. These are a good sharing opportunity. The pattern of ministry is much as before (we will issue a new leaflet about this), and in the near future we hope to offer healing ministry as required at the 3rd Sunday Holy Communion service. It can be requested at other times on an ad hoc basis. Telephone contact Geoff 421725.

Pastoral Care

Authorised Pastoral Assistant & PCC representative: H Kempton

Team Members: M Bruce, P Butt, I Clarke, D Day, A Dunn, M Frost, A Gardner, S Howden, R Macauley, R Oscroft MBE, C Pendrill, J Rose

The purpose of this team is to provide comfort and support to anyone in our church community or the wider parish who would like to share with someone in confidence. Due to Covid infections continuing, the pastoral phone support team has continued to try to keep in contact with those who have not yet returned to church for various reasons. Since it has become possible to visit once again, face to face visits have re-started. When visiting the vulnerable, if advisable, team members are doing a lateral flow test before visiting to minimise the spread of covid infection.

In addition to supporting those we know of and are concerned about, there have also been several requests for pastoral support made via email on behalf of others which we have followed up as best we can.

Home Communion

Authorised Pastoral Assistant & PCC Rep: H Kempton

Team Members: V Brett, P Butt, G Clarke, M Moody, R Oscroft MBE, T Ripton

The Home Communion Team take the Eucharist to any in our congregation or the wider parish who are housebound, sick, or in a care home. Since Covid restrictions have been lifted, we are now once again able to take Home Communion to those unable to attend church. All members of the team were re-authorised to administer Home Communion during this year and the number of requests for Home Communion is slowly increasing.

Congregation information email system

Organiser: H Kempton

In order to keep everyone informed about church services, general information about the church, Covid-19 and other parish affairs, group emails have regularly been circulated to all congregation members and others who requested to be kept informed.

Christians Together Meetings

Christians Together Contact: Geoff Clarke

Christians Together meetings restarted on 21st November with a talk about Mission Aviation fellowship by Richard Cecil, one of their local representatives. Richard also is secretary to the Chelmsford CT(CTiC) and sends out a regular e mail featuring upcoming ecumenical events . If anyone would like to receive that just e mail `theseecretary@ctic.org.uk.'

Common Prayer Taizé style

Contact: Diana Day

Our monthly Taizé Service on the first Saturday of the month recommenced last October at the later time of 9.00 am and has been very well supported. We currently average around 20 people. Many who attend help by reading, leading the prayers or bringing bread for our simple breakfast enjoyed by all. The short service of song, silence and prayer lasts approximately 30 minutes and we welcome all, so please feel free to join us.

Prayer Circles and Monday Prayer Group

Prayer Circles Contact: Chris Pendrill

The prayer circles are continuing in confidence. If anyone new would like to join then please contact Chris Pendrill.

The healing prayer group is now meeting back in church on a Monday at 12.00.

Approved by the PCC May 2022 and signed on their behalf by the

Rev Tony Cant (PCC Chairman):



Independent Examiner's Report to the Parochial Church Council (PCC) of All Saints' Church, Writtle

I report to the members of the PCC on my examination of their financial statements for the year ended 31 December 2020, which comprise Receipts and Payments accounts and a Statement of Assets.

Respective responsibilities of trustees and independent examiner

The members of the PCC who are the trustees of the charity are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the financial statements of the PCC as required under section 145 of the 2011 Act. In carrying out my examination, I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's statement

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

- accounting records were not kept in accordance with section 130 of the 2011 Act.
- the accounts do not accord with such records.
- the accounts do not comply with the accounting requirements concerning the form and 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.

Alan C Radford FCA DChA
Needham Cottage
Needham Green
Hatfield Broad Oak
Bishops Stortford
Herts. CM22 7JT

12 April 2021

THE PARISH OF ALL SAINTS, WRITTLE
MINUTES OF THE ANNUAL VESTRY AND PAROCHIAL CHURCH MEETINGS
HELD ON MONDAY 24 MAY 2021 IN CHURCH

1. Welcome and opening prayers

Rev Tony Cant opened the meeting with prayers. He offered a warm welcome to the 37 parishioners attending the AV&PCM and to Alan Radford, the Independent Examiner and Paul Burgess. There was one member of the public present.

2. Apologies for absence

Apologies for absence were received from Carol Brown, Ann Gardner, Rachel Hart, David and Prue James, Rosemary Macauley, Richard and Lynne Oscroft, Nick and Judith Parton, Judy Stafford and Ernie Tulley.

3. Minutes of the last AV&PCM held on 18 October 2020

The Minutes were unanimously agreed as a true record.

4. Matters Arising

There were no matters arising.

Annual Vestry Meeting

5. Election of Churchwardens

Two nominations had been received:

Vanessa Brett

Proposed by Rev Canon John Howden Seconded by Sue Howden

Tony Ripton

Proposed by Margaret Bruce Seconded by Sue Howden

There being no other nominations, Vanessa and Tony were declared as elected and congratulated on their appointment *[Applause]*.

Rev Tony thanked Margaret Bruce who had not sought re-election as Churchwarden for all she had done as warden in support of him as Priest-in-Charge and for her duty in dealing with many aspects of church life *[Applause]*

Annual Parochial Church Meeting

6. Presentation of Church Electoral Roll

Hazel Kempton provided the revised figures. As at 24th May 2021 there were 116 people on the Electoral Roll, 28 of whom live outside the parish. Since the last APCM: 3 people have joined the roll, 4 people have left the roll, 1 had died, 2 had moved away and 1 had requested removal from the roll. Hazel was thanked and there were no questions.

7. Treasurer's Report

Paul Burgess gave a broad statement about the finances of All Saints. The situation was going to be difficult this year but thanks to the additional donations and monthly giving, All Saints will be in surplus. However, next year will also be difficult and fundraising will again be at the forefront of everyone's minds in order for All Saints to remain in surplus and not have to dip into reserves.

Diana Day asked about the outcome of the Stewardship campaign in February. Paul Burgess said monthly giving had increased by around £6,000 while individual one-off donations had raised around £12,000. This meant the Church was solvent in 2021 but the problem would arise again in 2022.

Christina Brewster asked four questions in writing as follows:

What expenses are allocated to “Miscellaneous” as in both 2020 and 2019 it is the fourth highest expense out of 18 cost centres? Paul Burgess said the 2019 figure of £6,266 related to a transfer to the Friends of Writtle Church for funding of leaflets. The 2020 figure of £3,406 related to repayment of a loan for the Church Lane gates project.

How much of the “Tax Reclaimed” of £22,456 (2019: £2,112) related to previous years? Paul Burgess said, the split was approximately £12,000 for gift aided donation in 2019 and £8,000 in 2020.

The “Upkeep of the Churchyard” has decreased by 50%. What is the current policy for mowing the churchyard as it currently looks very neglected and unkempt and reflects badly on the church? Rev Tony said the PCC had decided to employ Joe the gardener at £500 per cut. The Parish Council paid one third of the total costs. Heather Cooley said cutting started in March for a total of six cuts until October and the PCC were monitoring the situation. Margaret Bruce said she had received several compliments on the state of the churchyard.

Are Writtle, Roxwell and Highwood all paying their own “Parish Share”? Did Writtle pay their full Parish Share last year and is it the intention to pay it in full in the current year? My concern is that we do not have a “full time” minister working for each Parish – I understand that the Priest in Charge is only taking our main service twice a month, alternating with Roxwell. Therefore, should each Parish be paying a full Parish Share? Who is responsible for the fees to visiting clergy/lay ministers who have to take other services? Rev Tony said all parishes were paying the Parish Share with the intention for Writtle and Roxwell to pay the full share going forward. Highwood was another matter. The premises that each parish paid the full share for a full-time Minister was incorrect and out of date. The Parish Share goes into the Diocesan pot to pay toward all Clergy and Archdeacons, staff in the Diocesan Office and to support poorer parishes who could not pay their Parish Share. The Church of England was broke – asset rich but cash poor and had largely sold off vicarages and investments. The Diocese had lost £3m last year and the forecast deficit this year was £3.5m. The creation of Mission and Ministry Partnership – joining with other parishes e.g. St Andrews Melbourne and Ascension with All Saints - would go some way to bridging the gap as would continued development of lay ministry. By 2025, this MMP was expected to have 2 full-time stipendiary clergy.

There were no further questions. Paul and Heather were thanked for their work on keeping the accounts in order *[Applause]*

8. Elections

8.1 PCC members

The following nomination had been received

Nomination

Charlotte Nairac

Proposed by:

Carol Gumbleton

Seconded by:

Jerry Allanson

As there were no other nominations, Charlotte was declared re-elected to the PCC for 2021/22. Existing lay members continuing for 2021/22 were as follows:

Jerry Allanson
Michele Moody

Heather Cooley

Philip Couch

Rev Tony thanked Pam Butt, Anne Dunn, Christine Pendrill and Judy Stafford as lay members of the PCC. They were thanked for their wisdom, faithfulness and counsel. Rev Tony also thanked Andrew Brewster, who was also standing down, for all his invaluable work as PCC Secretary and for the diligent support he had given him and previous incumbents. *[Applause]*

9. Appointment of Independent Examiner

Alan Radford has again agreed to act as Independent Examiner for 2021/22. It was unanimously agreed by the meeting to appoint Mr Radford for 2021/22. Alan was thanked for his work

10. Presentation of Reports including Area Dean's Report

These had been circulated in advance of the meeting. Rev Tony thanked everyone for taking the responsibility in producing reports which had given life to All Saints. There were no comments or questions.

11. Announcements and Social Events

The Christmas Tree Festival will take place on 4th and 5th December 2021. The Gardens Open Day had been postponed for a year and would take place on Sunday 19th June 2022. Sue Howden reminded those present, the social committee had arranged for a concert by the Allegro Choir on Saturday 10th July at 7.30pm, tickets £10. However, it was noted the government had updated its guidance to say that, in England, non-professional singing could take place only in groups of up to six people indoors. This may affect whether the Allegro event can go ahead.

12. Date of next meeting

The first meeting of the new PCC will be on Monday 12th July at 7.30pm in-person.

13. Date of Next APCM

The next APCM will take place on 23rd May 2022.

14 Any Other Business

Geoff Clarke said he had investigated Recycling for Good Causes which offers a service for charities and non-profit organisations by recycling unwanted items and turning them into valuable funds. Donors send in unwanted items and they recycle them to get money for the cause. The company recycle an array of items such as: unwanted watches and jewellery to gadgets, old currency (UK & foreign) and used stamps. Items may be collected from home free of charge. Geoff had some envelopes advertising the scheme with the All Saints logo. Sacks containing a minimum weight of 10kg (maximum weight of 30kg) were also available.

Jean Edwards reminded those attending of the Christian Aid envelopes at the back of church. They should be returned by Sunday as the organisers were counting the contents of the envelopes next week.

Rev Tony thanked everyone for attending and in particular thanked the Churchwardens, the Treasurer, Secretary, Christian Centre committee, lay ministers and safeguarding officer, pastoral support team, Fabric committee, Joe the gardener, the Christmas Tree Festival committee and the vergers for their unstinting support and encouragement. In particular he thanked those who had come up with the Hope and Worry trees at Easter which had proved such a great success.

Rev Tony closed the meeting with Prayers and The Grace at 8.40pm

**All Saints Parish Church, Writtle
Annual Vestry and Parochial Church Meetings
Monday 23 May 2022 from 7.30pm in Church**

AGENDA

1. Welcome and Opening Prayers by Rev Tony Cant
2. Apologies for Absence
3. Minutes of the Annual Vestry and Annual Parochial Church Meetings held on 24 May 2021
4. Matters Arising

Annual Vestry Meeting

5. Election of Churchwardens

Annual Parochial Church Meeting

6. Presentation of Church Electoral Roll
7. Treasurer's Report
 - Presentation of Accounts for the year ended 31 December 2021
8. Elections
 - Lay PCC Members
9. Appointment of Independent Examiner
10. Announcements and social events
11. Date of the First Meeting of the new PCC: 20 June 2022
12. Date of Next APCM: Sunday 23 April 2023, 11:30am
13. Any Other Business

ELECTORAL ROLL PRIVACY NOTICE

Who are we?

Writtle All Saints Parochial Church Council is the Data Controller. This means it decides how your personal data is processed and for what purposes.

Why do we process your personal data?

We use the personal data you provide on the electoral roll application form to enable us to manage, maintain and publish the electoral roll in accordance with Church Representation Rules (CRR) to:

- determine eligibility for attendance and participation at the Annual Parochial Church Meeting and for election to the Parochial Church Council, deanery, diocesan and general synods where applicable;
- calculate the number of representatives who may be elected to each of these synods in the following year;
- undertake a review and revision of the electoral roll as necessary; and
- publish your name and address, by exhibiting the roll in the parish church or the church website.

What is the lawful basis for processing your personal data?

1. *Processing for the purpose of determining eligibility, creating the electoral roll and use of the roll to calculate numbers for election to synod is necessary for compliance with a legal obligation.* The processing is a statutory requirement imposed by the Church Representation Rules, which means that you must give us this information if you want to be included on the electoral roll.
2. *Processing for the purpose of determining eligibility and creating or revising the electoral roll is carried out in the course of our legitimate activities,* as this relates solely to members the Church of England in connection with its purposes.
3. *Processing for the purpose of publishing the electoral roll relates to personal data which are manifestly made public by the data subject.* When you apply to have your name added to the church electoral roll, the automatic legal consequence as stated in the CRR, (Part I Formation of the Roll 1(8) and Revision of Roll and Preparation of New Roll 2(1), 2(3) and 2(7)) is that your name and address will be published, and by submitting your application form you are making that data public.

Sharing your personal data

Your personal data will be shared within the institutional Church of England and with the general public.

How long do we keep your personal data?

We keep your personal data for 6 years after a complete review of the electoral roll.

Your rights and your personal data

Unless subject to an exemption you have the following rights with respect to your personal data:

- The right to request a copy of your personal data which we hold about you;
- The right to request that we correct any personal data if it is found to be inaccurate or out of date;

- The right to request your personal data be erased where it is no longer necessary for us to retain such data;
- The right, where there is a dispute in relation to the accuracy or processing of your personal data, to request that a restriction is placed on further processing;
- The right to object to the processing of your personal data for direct marketing and to have that processing stopped;
- The right to lodge a complaint with the Information Commissioners Office.

Contact Details

You can contact us by emailing writtleallsaints@gmail.com with 'For the attention of the Data Compliance Officer' as the email Subject.

You can contact the Information Commissioners Office on 0303 123 1113 or via email <https://ico.org.uk/global/contact-us/email/> or at the Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire. SK9 5AF.

Taizé Reading for Monday 23 May 2022

*The Lord says: Among my people, no one will need to
teach their neighbour, saying, "Know the Lord!",
for they shall all know me from the smallest among them
to the greatest.
Hebrews 8:6-13*

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