

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY  
UNAUDITED FINANCIAL STATEMENTS  
31 DECEMBER 2023**

**Charity Number : 1131650**



Edmund Carr LLP  
Chartered Accountants  
146 New London Road  
Chelmsford  
Essex  
CM2 0AW

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2023**

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**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**TRUSTEES' ANNUAL REPORT**  
**YEAR ENDED 31 DECEMBER 2023**

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**OBJECTIVES AND ACTIVITIES**

**Legal and Administrative Information**

The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2006) and a charity currently registered with the Charity Commission Registered Charity Number 1131650.

Parish Name	The Billericay and Little Burstead Team Ministry
Diocese & Diocesan Parish Code	Chelmsford 10.03
Deanery	Basildon
Archdeanery	Southend
Episcopal Area	Bradwell
Address	c/o Emmanuel, Laindon Road, Billericay, Essex. CM12 9LD
Website	<a href="http://www.billericaychurches.org">www.billericaychurches.org</a>
Independent Examiner	Sandra Morrell FCCA, Edmund Carr LLP, 146 New London Road, Chelmsford, Essex, CM2 0AW

**Aims of the Organisation**

The Parochial Church Council (Powers) Measure 1956, section 2, directs that a Parochial Church Council (i.e., The Billericay & Little Burstead Team Ministry), has the responsibility of co-operating with the Rector, alongside the Team Vicars, in promoting within the ecclesiastical parish the whole mission of the Church:

- Pastoral: to look after, and care for, the needs of individual people;
- Evangelistic: to share the Good News of salvation in Jesus;
- Social: to be involved in the local community with those who are suffering;
- Ecumenical: to encourage good relationships with other Christian denominations.

The PCC also has the responsibility to maintain all church buildings and grounds. Thus, the prime purpose of the church is to maintain and develop the community of Christian believers and to use the strength of that community to promote the beliefs of and in Christ through outreach, care for those in need, and by contributing in practical and Christian ways to the community. Naturally, this will involve our engagement in such issues as Mission, Teaching, Nurture and Christian Stewardship - such as the giving of our Time, Talents and Financial Resources. All of this should be seen as part of our common Christian discipleship and not just for those who are particularly keen, willing, and able. In addition, our support of missionary activities (both at home and overseas) should fulfil a clear and integral part of our communal life as the family of God here in The Billericay and Little Burstead Team Ministry.

The principal way in which the PCC fulfils this responsibility is in acting in collaboration with the clergy team and the District Church Councils in coordinating ministry within the parish, based in and around the five churches of the parish, and in providing oversight as needed. In practice, as much as possible is delegated to the District Church Councils, however, the PCC retains the legal responsibility for overseeing the parish and furthering its aims and has the final say on expenditure over £5,000 and faculty applications.

**Public Benefit**

When planning the activities for the year, the Team Rector, Ministry Team and PCC have considered the Charity Commission's guidance on public benefit, and in particular, the specific guidance for charities for the advancement of religion. In particular, we try to enable people to live out their faith as part of our parish community through:

- Worship and Prayer; regular public worship that is open to all, and the provision of sacred space for personal prayer and contemplation.
- Enabling people to learn about the Gospel and develop their knowledge of, and trust in, God the Father, the Son and the Holy Spirit through sermons, courses and small groups.
- Provision of pastoral care for people living in the parish and for members of the congregations, including offering the sacraments of baptism and confirmation, conducting weddings and funerals and visiting the sick, housebound and bereaved.
- Mission and outreach work.
- Taking of religious assemblies in schools.
- Evangelistic activities, through the staging of events and meetings and the distribution of literature.
- Promoting the whole mission of the Church through our involvement in the wider community of Billericay.

## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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##### **The Billericay & Little Burstead Team Ministry**

The Billericay & Little Burstead Team Ministry consists of five churches spread across our town and, whilst offering different styles of worship, within an evangelical tradition, we are united in our vision to serve God and the wider community in which we live and love. Online, livestreaming and pre-recorded services have continued in some of our churches as the 'new normal'.

Zoom and other online mid-week prayer gatherings continue. A Team Ash Wednesday took place at Saint John the Divine, and the Team Churches took it in turns to host a joint Lent course; different members of the clergy and Lay leaders led each session. The Maundy Thursday service was held at Christ Church. We enjoyed Four Team Communion services on the fifth Sundays, shared between Christ Church and Emmanuel. Midweek Communion at Saint Mary's took place every Wednesday when Preaching and Presiding was shared amongst the clergy. Paul, Margaret, and Rupert continued to meet for a staff meeting afterwards. Christine Williams also now attends.

The Annual Service of Memorial took place at Christ Church in November. The Remembrance Sunday Parade Service in the High Street saw record numbers attend. Revd Paul Carr last service at Emmanuel was on 26th November 2023. He has now moved on to a new role as Anglican Vicar of Paphos, Cyprus. Christine Williams had her Permission to Officiate extended as did Pauline Woolnough, and Pauline Randall was commissioned Chaplain at St Mary Magdalen, the church in the High Street.

A brief report from individual churches can be read below and the full ADCM reports are available on Emmanuel's website.

*Christine Coe PCC Vice Chair*

##### **Christ Church**

We are now in a good place, recovering from years of neglect to our buildings, and rebuilding our ministry after Covid - all of which has distracted us from what we are called to do, to worship Christ and to make disciples. We have some new people on our electoral roll, and many are stepping up and using their skills and gifts to grow the Kingdom in our district.

The live-streaming equipment is now up and running which has saved time for those recording each week and for those putting the Services together. It's been a learning curve for all those involved.

We had one infant baptism and one adult baptism in 2023. The adult was by immersion on Advent Sunday 2023. We have three Baptisms planned for this Spring/Summer. Thanks to those who go out to the families to prepare them for infant Baptism.

Baptism and other families attend Messy Church once a month on a Sunday morning. We have made no progress with Sunday School for older children, but we keep it high on the agenda. DCC agreed we would like to have a Children & Families Worker and we have funding for, perhaps, a three days a week role. Emmanuel and St John the Divine are eager to help fund a Children & Families Worker, so it may be possible for a full-time Team appointment. Meanwhile we try to involve children in our Services as much as we can.

We held seven schools' Carol Services at Christmas, an Advent Carol Service, three Christingle Services, and a Christmas Eve Service, all of which were very well attended. Numbers were low at Christmas Day Family Communion. About 3,500 people came to services during Advent and Christmas.

Our project for older adults, "Anna's Place", is a year old, and has become a significant ministry under the umbrella of 'Anna Chaplaincy'. It is open every Tuesday from 10.30 a.m. – 2 p.m. with crafts, games, refreshments and lunch. We have nine helpers from various Churches and 20 – 25 attend each week. Among our helpers, we have two trained 'Anna Chaplains' and two 'Anna Friends'. We held a "Summer

## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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Holiday at Home”, and a Christmas lunch with entertainment. There are speakers on relevant topics for the older generation. This project links well with Pensioners’ Praise, a Service held monthly on a Monday afternoon.

Visits have been made to day nurseries and a pre-school. Local schools bring classes to Christ Church as part of their RE curriculum, when they learn about Baptism, Communion, and prayer.

Thanks to perseverance and hard work in obtaining funding for repairs, the lower front roof of the Church has now been replaced, and some leaks in the atrium have been addressed. There is still work to do to repair the atrium entrance. We would like to update the inside of the Church, but there are pressing maintenance items which still need attention and funding. The Scout Hut demolition was not left as it should have been according to the terms of the Lease, the Local Authority Planning Permission, and the Faculty. We are hoping to move forward on this shortly.

We maintain strong links with our mission partners in Kenya, India, and Australia as well as supporting many ministries in the UK. Our support for senior and University education in Kenya remains strong. Regular visits are made to Kenya.

Paul Hunt received his Certificate for the Course in Christian Studies in May. Catherine Sullivan completes her Course in June 2024. Catherine has already been accepted for the Diocesan Pastoral Care Course.

Next year Christ Church celebrates 60 years since it was consecrated. We plan to celebrate with outreach and activities, and will hold a special Service in December.

*Revd Margaret Fowler, Associate Vicar*

#### **Emmanuel**

Church attendance is still below pre-pandemic levels, reflecting that people’s routines have changed. We continue with some of the hygiene measures introduced as churches reopened after Covid, but some have been relaxed as time moved on.

We no longer livestream our services but recordings of all services with Home Group sermons, Mission Focus Sundays and other significant occasions continue to be posted to our YouTube channel. The pandemic gave rise to a number of technological developments which have enabled and enhanced what we do. We now have a main WhatsApp group for prayer requests and immediate communication and a number of church groups have their own chats too. These have proved to be an effective method of keeping in touch and passing on urgent messages.

Zoom prayer meetings take place on Wednesday evenings at 6pm. And Sunday evening corporate prayer has been reinvigorated. Prayers for Renewal and Revival now take place in church twice a month at 7pm and numbers attending have been increasing encouragingly.

Our established pattern of Sunday services continued with some minor changes, for example Remembrance Sunday and Christmas Eve, which was a Sunday this year. More changes to this pattern are likely as we move forward into Interregnum and will be more dependent on the availability of our own retired Revd Christine Williams, our Licensed Lay Ministers, Authorised Lay Preachers and visiting clergy.

## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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During 2023, our Home Groups studied sermons on 'Mountain Top Experiences', 'Sharing our Faith like Jesus' and 'Amazing Grace'.

In support of the traditional views of Paul and the other Team clergy, Emmanuel DCC voted not to allow prayers of blessing for same-sex relationships in our church. The PCC extended this policy to the whole parish in July.

Attendance at Church Parades increased over the year and the members of the Uniformed Groups, their leaders and parents seem to engage enthusiastically in the services. Their support of the Toy service in December, where toys are collected for the children supported by Changing Pathways, was very keen as always.

#### **Emmanuel**

Messy Church has seen a number of changes, particularly the loss of Kathryn Booth who was key to creating and resourcing the craft activities and Revd Paul Carr who actively led the preaching while encouraging Anna and John in that role too. The team leading Messy Church is being rebuilt, with additional volunteers coming forward to plan, lead and provide breakfast.

In addition to our own Sunday services, our clergy and lay ministers led and took part in Team services for Ash Wednesday at St John the Divine and Maundy Thursday at Christ Church. Emmanuel shared with Christ Church hosting of the 5th Sunday Team Communion Services. The annual Memorial Service took place at Christ Church.

In October, Quilters Infant and Junior Schools held Harvest Celebrations at Emmanuel and, in December, we were pleased to host Christmas Services for children from both schools, along with their parents.

There was no Carol service at Emmanuel but the Lunchtime Community Carol service at St Mary Magdalen proved so popular that it was 'standing room only'. The Longest Night service, designed particularly for the bereaved and others for whom the jollity of Christmas can be too much, was well-received by those who attended, and many stayed on to talk over a mince pie and a glass of sherry. The two Christingles on Christmas Eve attracted 450 worshippers and 46 people attended the First Communion of Christmas. There was a smaller number at the Family Communion service on Christmas Day. Two infant Baptisms were held at Emmanuel in 2023 and four Funerals. There were no weddings.

*Christine Coe, Churchwarden, Emmanuel*

#### **St John the Divine**

It seems we often start reports such as this with 'It's been a challenging year'. This year is no exception. Though there have also been rewards aplenty.

We strive to expand our family and to bring the Lord to our friends in Outwood Common and beyond, to both young and old. However, we have had to manage this without the leadership, service, vision and pastoral care of a team Vicar, with heavy burdens placed on our Lay Minister, Wardens and DCC. We ask the Lord to help and guide us and to give us the Grace to accept the path he would have us take.

Joyously, our Sunday Worship family has been maintained, with a few welcome new faces among us, and the year has seen some memorable and special services.

We had wonderful Easter celebrations, a July wedding, thoughtful times around Remembrance Day, plus glorious Christmas services, including a Christingle service in which we had the welcome issue of standing room only!

## BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY

### TRUSTEES' ANNUAL REPORT (continued)

#### YEAR ENDED 31 DECEMBER 2023

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Services continued once a month at Anisha Grange, the care home 'next door', and though we find great joy as some of the residents and staff join us weekly, it is a huge privilege to visit and give the opportunity for more residents, family and carers to attend 'on home ground'. A member of the Team Ministry leads the service (for which we are extremely grateful), following the Church's calendar, whilst people from St. John's join for support. Tea and biscuits follow, with the time spent chatting, all with a great sense of community and fellowship.

Midweek Break has continued, as it has done for more than 20 years, giving a twice monthly opportunity for over 60's friendship and fun, though sadly without more willing volunteers to organise and lead, its future is now uncertain.

Small Wonders has gone from strength to strength, with mums, dads, carers and grandparents forming friendships, along with their little ones, with no barriers and with God's grace. It is such a joy to see.

Café on the Common is approaching its 10th year, with weekly numbers of 35 to 40, plus takeaways. The café is run entirely by volunteers, with menus ranging from Cottage Pie to Jacket Potatoes, and desserts ranging from Fruit Trifle to Rice Pudding – all at a very affordable cost for the Community. A highlight of the year was a visit from Bishop Adam and the Area Dean in November as he toured the Deanery.

The Foodbank has moved premises; however, we continue to receive donations plus offer our regular and faithful prayers.

From another perspective we find it challenging to manage nearly every service without a Vicar, though our gratitude to Linda our Lay Minister is immeasurable, and to Amanda our Administrator for striving to find cover for a monthly Eucharist and occasional services. We are so grateful to those that have found the time to lead and speak to us in these difficult times.

Finances can be summed up as 'satisfactory'. We are nearly holding our own, essentially by the faithfulness and generosity of our Church family along with various fund raising and hall hire activities. However, if we didn't have some savings we would be running at a deficit, with the Parish Share taking the biggest slice, whilst we are faced with the task of raising funds for significant roof repairs. That being said, we continue to support a wide circle of charity organisations, including Ukraine, Toybox, the Bible Society and Lukas' children in Zimbabwe for school fees, clothing and footwear.

To end on a positive note, 'the future is not something we can know, except that we are held in our wonderful Father's arms and therefore shall we fear nothing!'

*Paul Furneaux & Linda Russ, Wardens, St. John the Divine, Outwood Common*

#### **St Mary the Virgin**

We have had our share of sadness with the loss of several members of our church family - Ken Flack, Ken Bearman, Alan Soane, and more recently Ernie Sprunt and Maria Hankey. All were precious friends who will be sadly missed by us all. Rupert is currently on compassionate leave. The Archdeacon has advised Rupert to focus his ministry on our church instead of both St John the Divine and St Mary the Virgin.

On a lighter note, we had a wedding at our church this year, and the bride coincidentally was the sister of our younger son's school friend, so Christine and I had a great time catching up with past and present news.

## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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As well as his keen support and liaising with the Little Burstead committee, Rupert has run two Alpha courses, and two Freedom in Christ courses, one of which Derek and Brenda agreed to run, and did so very successfully.

I entertained a group of the University of The Third Age who visited our church and gave them a talk on our history which I had researched prior to their arrival. It revealed St Mary the Virgin's links with some very significant historical figures and events. They were keen on visiting again and will arrive on 22nd May this year.

Our Quinquennial Inspection in October 2022 revealed many things needed to be done to our church, and although it was disappointing news, it wasn't surprising since we knew there were already many outstanding tasks from previous Quinquennial Inspections so there must be more to add to the list. Fortunately, they are mostly not urgent and will be done in time.

We had a new lightning conductor installed, which wasn't a replacement for the existing one, but was needed in addition. It surprised me that two were needed for such a relatively small building but I'm not an engineer. It was quite a major job with a massive cherry picker rolling up the drive.

The church heating is not working properly, and a handrail is needed to support our elderly members' safety. Both these tasks are in hand.

The most satisfying task for me this year was when Essex County Council finally agreed to completely resurface our car park. It was in an awful condition with holes so large that a hearse was nearly 'bottomed' at one time. I spent two years meeting, emailing, phoning, and generally badgering councillors (Essex County, Basildon, Parish, John Baron MP) to re-cover it and I'm convinced the eventual success was because they simply wanted me to get off their backs. Persistence sometimes succeeds.

As taxing and time-consuming as this job is, it has its rewards. I've made many friends through meetings I attend, when we organize matters, exchange information, and generally increase our knowledge - but if there's one thing, I've learnt it is that a Churchwarden's work is never done! I am now stepping down as Church Warden and will not continue for 2024.

*Jim Henshaw, Churchwarden, St Mary the Virgin, Little Burstead*

#### **St Mary Magdalen**

St Mary Magdalen continues to serve the parish as the church in the High Street for regular Wednesday Communion Services, and occasional services such as the Ash Wednesday Service, Patronal Festival service, Christmas lunchtime Carol service, the St Luke's 'Light up a Life' service and the annual Remembrance Day service. It is also used occasionally by CTB and is the home of the men's group, 'Forging Men'.

St Mary's also continues to host community clubs and events, including the Mayflower Morris men during the winter, the scrabble club and a children's pre-school music group, 'Jungle Jive'. The presence of Jungle Jive means that our running costs can mostly be met from their hire fees and other income can cover the continuing maintenance and repair work.

The major work to complete the pointing of the castellations and walls surrounding the 2 flat roofs is still outstanding due to difficulties arranging scaffolding acceptable to Essex Highways. Their concern is for the safety of the structure due to its proximity to the road. Hopefully this work will be started very soon along with some further pointing work to the rear of the building. There have been no other major works in 2023.

The Indoor market continues to go from strength to strength running about 9 times a year. It gives an outlet for many local crafts-people and a place for the community to meet for coffee or light lunch and is a good point of outreach into the local community. It also raises a good deal of funds for St Mary's. Our thanks go to Pauline Randall and her helpers who keep this running.



## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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There is a small working party, meeting to develop the focus of mission and ministry for St Mary's and they have met 3 times in 2023. One of the successes of this, again with thanks to Pauline Randall, is the Chaplaincy role that Pauline has begun toward the end of the year. The Monday coffee morning still meets, providing a listening ear for a number of local people and some visitors from further away.

Our continued prayer is that St Mary Magdalen will remain a place for worship and a sanctuary of peace in times of 'life's crises. We continue to get feedback of how valued it is that there is a church that is regularly opened during the week that is at the heart of the High Street. My thanks go to all those who help to keep the church open, clean and welcoming for our regular users and visitors alike.

There is no churchwarden covering St Mary's at the moment and Sue Oakley, the treasurer at Saint Mary's, continues to 'hold things together' for the time being, though this isn't sustainable in the longer term.

*Sue Oakley, Treasurer, St Mary Magdalen*

## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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##### **Financial Position**

During the year the PCC had income of £352,645 of which £295,785 was for general purpose and £56,860 was restricted. The gain on investments was £2,639.

There was general expenditure of £337,330 and restricted expenditure of £82,842 which led to an overall deficit of £64,888 for the year, compared to a surplus of £47,279 in 2022. Reasons for the increase in expenditure included higher parish share payments and roof repairs at Christ Church.

The PCC made payments totalling £165,123 of its parish share.

The above deficit has led to an decrease in the Net Current Assets from £435,164 to £362,409.

##### **Reserves policy**

It is PCC policy to maintain a balance on unrestricted funds (if possible) that equates to at least three months' unrestricted payments to cover emergency situations that may arise from time to time.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

##### **Recruitment and appointment of new trustees**

The method of appointment of PCC members is set out in the Church Representation Rules. In the Billericay and Little Burstead Team Ministry the membership of the PCC consists of the incumbent, team clergy, team churchwardens, Readers / Lay Ministers and members elected by those members of the congregation who are on the electoral roll of the church. All members of the congregation are encouraged to register on the electoral roll and to 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.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1131650

##### **Principal address**

40 Laindon Road  
Billericay  
Essex  
CM12 9LD

##### **Trustees**

The trustees of the Charity are the PCC Members.

##### **'Who's Who' in the Billericay & Little Burstead Team Ministry?**

##### **Clergy**

Team Rector	Revd Paul A Carr (resigned 26 November 2023)
Team Vicar	Revd Rupert Hankey
Associate Priest	Revd Margaret Fowler (LD SSM)
Retired (PTO)	Revd Christine Williams

## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **TRUSTEES' ANNUAL REPORT (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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##### **Churchwardens**

Christ Church	Jennifer Anderson, Chris Davis
Emmanuel	Christine Coe, Vacancy
Saint John the Divine	Paul Furneaux, Linda Russ (from April 2023)
Saint Mary the Virgin	Sandra Healy (to April 2023), Jim Henshaw (April 2023 to May 2024)

##### **Lay Ministers**

Christ Church	Christine Benbough Peter Fisher
Emmanuel	Sue Oakley Pauline Randall (PTO) Pauline Woolnough (PTO)
Saint John the Divine	Linda Russ (PTO)

##### **Authorised Local Preachers**

Christ Church	Paul Hunt
Emmanuel	Stephen Greenfield John Humphreys Rachel Orford James Van Cleef
Reader Emeritus	Ken Bearman (until deceased)

##### **Pastoral Assistant**

Saint Mary The Virgin	Sandra Healy
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##### **PCC Secretary**

Alan Morgan

##### **PCC Treasurer**

Les Sheppard  
Robert Lewis

##### **St Mary's Treasurer**

Sue Oakley

##### **Electoral Roll Officer**

Amanda Furneaux

**During 2023, the following individuals have served as members of the Parochial Church Council:**

##### **Ex Officio Members**

Revd Paul Carr	(Chairman: Team Rector to December 2023)
Revd Rupert Hankey	(Team Vicar)
Revd Margaret Fowler	(SSM Associate Priest)
Revd Christine Williams	(PTO)

Peter Fisher	(Lay Minister, Christ Church)
Sue Oakley	(Lay Minister, Emmanuel)
Pauline Randall	(Lay Minister, Emmanuel)
Pauline Woolnough	(Lay Minister, Emmanuel)
Linda Russ	(Lay Minister/PTO, Saint John the Divine)
Ken Bearman	(Reader Emeritus)

## BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY

### TRUSTEES' ANNUAL REPORT (continued)

#### YEAR ENDED 31 DECEMBER 2023

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Jennifer Anderson	(Churchwarden, Christ Church)
Chris Davis	(Churchwarden, Christ Church)
Christine Coe	(Churchwarden, Emmanuel)
Paul Furneaux	(Churchwarden, Saint John the Divine)
Linda Russ	(Churchwarden, Saint John the Divine from April 2023)
Jim Henshaw	(Churchwarden, Saint Mary the Virgin)
Sandra Healy	(Churchwarden, Saint Mary the Virgin to April 2023)

#### Deputy Warden for Saint Mary Magdalen

Vacant

#### Elected Members

##### Deanery Representative

Christ Church	Jennifer Anderson Catherine Benbough
Emmanuel	Christine Coe Merrill Knight Sue Stevens (to April 2023) Maureen Baker (from April 2023)
Saint John the Divine	Jim Rose
Saint Mary the Virgin	Vacancy
Diocesan Synod	Canon Shirley Jeffery (to April 2023)

##### Representative

Christ Church	Chris Davis (to April 2023) Paul Hunt Les Sheppard Val Sheppard (from April 2023)
Emmanuel	Phil Alcock Ben Carr (to November 2023) Maureen Baker (to April 2023) Sue Stevens (from April 2023) Alan Morgan (from November 2023)
Saint John the Divine	Anne Howell (to April 2023) Robert Masters (to April 2023), Vacancy
Saint Mary the Virgin	Sarah Hirst, Ken Flack (to April 2023), Vacancy (from April 2023)

Approved by order of the board of trustees on 27 October 2024 and signed on its behalf by:

*Chris Davis*

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**Chris Davis, PCC Vice Chair**

**Trustee**

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**  
**YEAR ENDED 31 DECEMBER 2023**

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I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 12 to 27.

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable 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 other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

*Sandra Morrell*  
.....  
**Sandra Morrell FCCA**  
Edmund Carr LLP  
146 New London Road  
Chelmsford  
CM2 0AW

28 October 2024

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 DECEMBER 2023**

		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2023	Total Funds 2022
	Note	£	£		£	£
<b>INCOME FROM:</b>						
Donations and legacies	2	227,151	55,797	-	282,948	291,282
Charitable activities	3	29,136	-	-	29,136	28,801
Investments	4	3,528	837	-	4,365	1,431
Other trading income	5	35,970	226	-	36,196	33,946
<b>TOTAL INCOME</b>		<u>295,785</u>	<u>56,860</u>	<u>-</u>	<u>352,645</u>	<u>355,460</u>
<b>EXPENDITURE ON:</b>						
Raising funds		1,176	-	-	1,176	3,824
Charitable activities	6	305,872	82,842	-	388,714	270,173
Support costs	7	30,282	-	-	30,282	30,554
<b>TOTAL EXPENDITURE</b>		<u>337,330</u>	<u>82,842</u>	<u>-</u>	<u>420,172</u>	<u>304,551</u>
<b>Net gains/(losses) on investments</b>		-	2,639	-	2,639	(3,630)
<b>NET INCOME / (EXPENDITURE)</b>		(41,545)	(23,343)	-	(64,888)	47,279
<b>Transfers between funds</b>		(5,899)	5,899	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<u>(47,444)</u>	<u>(17,444)</u>	<u>-</u>	<u>(64,888)</u>	<u>47,279</u>
<b>Reconciliation of funds:</b>						
Total Funds brought forward		1,285,833	188,291	247	1,474,371	1,427,092
<b>Total Funds carried forward</b>	<b>14/15</b>	<u><u>1,238,389</u></u>	<u><u>170,847</u></u>	<u><u>247</u></u>	<u><u>1,409,483</u></u>	<u><u>1,474,371</u></u>

The charity has no recognised gains or losses other than the results for the period as set out above.

There is no income or expenditure in the endowment funds during the year

**The notes on pages 14 to 27 form part of these financial statements.**

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**BALANCE SHEET**  
**AS AT 31 DECEMBER 2023**

		2023		2022	
	Note	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	10		1,047,074		1,039,207
<b>CURRENT ASSETS</b>					
Debtors	11	34,888		36,940	
Investment assets	12	31,139		27,726	
Cash at bank		304,339		379,532	
		<u>370,366</u>		<u>444,198</u>	
<b>CREDITORS: Amounts falling due within one year</b>	13	<u>(7,957)</u>		<u>(9,034)</u>	
<b>NET CURRENT ASSETS</b>			362,409		435,164
<b>NET ASSETS</b>			<u>1,409,483</u>		<u>1,474,371</u>
<b>FUNDS OF THE CHARITY</b>					
Unrestricted funds	14				
Designated Funds		1,096,729		1,105,993	
General unrestricted funds		<u>141,660</u>		<u>179,840</u>	
Total unrestricted funds			1,238,389		1,285,833
Restricted funds	15		170,847		188,291
Endowment funds	15		247		247
<b>TOTAL CHARITY FUNDS</b>			<u>1,409,483</u>		<u>1,474,371</u>

These financial statements were approved by the Trustees on 27 October 2024 and are signed on their behalf by:

*Chris Davis*

.....

**Chris Davis, PCC Vice Chair**

Trustee

**The notes on pages 14 to 27 form part of these financial statements.**

# **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

## **NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2023**

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### **1. ACCOUNTING POLICIES**

#### **Statement of compliance**

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity has opted for the exemption under Update Bulletin 1 from including a cash flow statement.

#### **Basis of preparation**

Billericay and Little Burstead Team Ministry constitutes a public benefit entity as defined by FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

#### **Critical accounting judgements and key sources of estimation uncertainty**

No significant judgements have been made during the course of preparing these financial statements. There are no sources of estimation uncertainty.

#### **Income**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

#### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and is classified by activity. The costs of each activity are made up of the total of direct costs and support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements. All expenditure is inclusive of irrecoverable VAT.

#### **Tax status**

Billericay and Little Burstead Team Ministry is a registered charity and is not subject to corporation tax on its charitable activities.

#### **Tangible fixed assets and depreciation**

Consecrated and beneficed property of any kind is excluded from the accounts under Charities Act 2011. All expenditure on consecrated or beneficed buildings and individual items costing under £5,000 are written off in the year they were incurred. Depreciation is provided on tangible assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Equipment	3 to 5 years straight line



## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **NOTES TO THE FINANCIAL STATEMENTS (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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No depreciation is provided on freehold property as it is the PCC's policy to maintain these assets in a continual state of sound repair. The useful economic life of these assets is so long and residual values so high that any depreciation would not be material. These assets will be subject to annual impairment reviews. Provision will be made if there has been any permanent diminution in value.

#### **Investments**

Investment assets are stated at market value. Realised gains and losses on disposals and unrealised gains or losses when the investments are revalued at the year end are reflected in the Statement of Financial Activities.

#### **Debtors**

Trade and other debtors are recognised initially at the transaction price. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash at Bank and in hand**

Cash at bank and in hand includes cash, current bank accounts and deposit bank accounts with no withdrawal limitations.

#### **Creditors**

Creditors are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

#### **Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### **Fund accounting**

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Endowment funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

# BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31 DECEMBER 2023

### 2. DONATIONS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Donations	205,505	55,797	261,302	291,282
Legacies	21,646	-	21,646	-
	<u>227,151</u>	<u>55,797</u>	<u>282,948</u>	<u>291,282</u>
<i>Total 2022</i>	<i>229,324</i>	<i>61,958</i>	<i>291,282</i>	

### 3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Lettings income	17,461	-	17,461	20,843
Wedding & funeral fees	5,560	-	5,560	2,460
Church group activities	6,115	-	6,115	5,498
	<u>29,136</u>	<u>-</u>	<u>29,136</u>	<u>28,801</u>
<i>Total 2022</i>	<i>28,801</i>	<i>-</i>	<i>28,801</i>	

### 4. INVESTMENT INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Dividends	-	837	837	811
Bank interest receivable	3,528	-	3,528	620
	<u>3,528</u>	<u>837</u>	<u>4,365</u>	<u>1,431</u>
<i>Total 2022</i>	<i>608</i>	<i>823</i>	<i>1,431</i>	

# BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### YEAR ENDED 31 DECEMBER 2023

#### 5. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Lettings income	31,024	-	31,024	28,900
Fundraising	733	60	793	985
Parish Magazine	958	-	958	1,322
Café income	2,409	-	2,409	2,350
Other income	846	166	1,012	389
	<u>35,970</u>	<u>226</u>	<u>36,196</u>	<u>33,946</u>
<i>Total 2022</i>	<i>33,443</i>	<i>503</i>	<i>33,946</i>	

#### 6. EXPENDITURE ON CHARITABLE ACTIVITIES

	Activities undertaken directly £	Support & governance costs (Note 7) £	Total Funds 2023 £	Total Funds 2022 £
Parish activities	197,929	27,254	225,183	132,176
Parish share	165,123	-	165,123	132,675
Parish giving	25,662	3,028	28,690	35,876
	<u>388,714</u>	<u>30,282</u>	<u>418,996</u>	<u>300,727</u>
<i>Total 2022</i>	<i>270,173</i>	<i>30,554</i>	<i>300,727</i>	

#### 7. ANALYSIS OF SUPPORT COSTS

	Total Funds 2023 £	Total Funds 2022 £
Clergy expenses	3,910	7,260
Insurance	8,080	7,520
Telephone and internet	2,131	1,897
Printing, postage and stationery	2,282	3,666
Subscriptions and licenses	3,451	2,778
Legal and professional	-	-
Sundry and admin costs	5,713	3,833
Depreciation	1,325	-
Governance costs (Note 8)	3,390	3,600
	<u>30,282</u>	<u>30,554</u>

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY****NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31 DECEMBER 2023**

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**8. GOVERNANCE COSTS**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2023 £</b>	<b>Total Funds 2022 £</b>
Independent examiner fees	3,390	-	3,390	3,600
	<u>3,390</u>	<u>-</u>	<u>3,390</u>	<u>3,600</u>
<i>Total 2022</i>	<i>3,600</i>	<i>-</i>	<i>3,600</i>	

**9. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remunerations or other benefits for the year ended 31 December 2023 nor for the the year ended 31 December 2022.

**Trustees' Expenses**

During the year, 3 trustees (2022: 4) were reimbursed £1,243 (2022: £1,560) for reasonable travel expenses incurred performing parish activities.

**10. TANGIBLE FIXED ASSETS**

	<b>Freehold property £</b>	<b>Equipment £</b>	<b>Total £</b>
<b>Cost</b>			
At 1 January 2023	1,039,207	-	1,039,207
Additions	<u>-</u>	<u>9,192</u>	<u>9,192</u>
At 31 December 2023	<u>1,039,207</u>	<u>9,192</u>	<u>1,048,399</u>
<b>Depreciation</b>			
At 1 January 2023	-	-	-
Charge for the year	<u>-</u>	<u>1,325</u>	<u>1,325</u>
At 31 December 2023	<u>-</u>	<u>1,325</u>	<u>1,325</u>
<b>Net Book Value</b>			
At 31 December 2023	<u>1,039,207</u>	<u>7,867</u>	<u>1,047,074</u>
At 31 December 2022	<u>1,039,207</u>	<u>-</u>	<u>1,039,207</u>

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2023**

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**11. DEBTORS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade debtors	10,379	5,464
Other debtors	24,509	31,476
	<u>34,888</u>	<u>36,940</u>

**12. INVESTMENTS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Market value as at 1 January 2022	27,726	30,608
Dividends reinvested into investment accounts	774	748
Net gain on revaluations	2,639	(3,630)
Market value at 31 December 2022	<u>31,139</u>	<u>27,726</u>
Historical cost/value	9,301	8,527

All funds are held in listed investments. The listed investments consist of units in the COIF Charities Investment Fund and the CBF Church of England Investment Fund. All the charity's investments are managed by CCLA Investment Management.

**13. CREDITORS: Amounts falling due within one year**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,056	4,443
Interest free loan	1,000	1,000
Other creditors	1,461	651
Accruals	4,440	2,940
	<u>7,957</u>	<u>9,034</u>

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY****NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31 DECEMBER 2023****14. UNRESTRICTED FUNDS**

	Movement in funds				Balance at 31/12/2023 £
	Balance at 01/01/2023 £	Income £	Expenditure £	Gains, losses & transfers £	
<b>General Fund</b>					
1 General Funds	179,840	295,345	319,042	(14,483)	141,660
	<u>179,840</u>	<u>295,345</u>	<u>319,042</u>	<u>(14,483)</u>	<u>141,660</u>
<b>Designated Fund</b>					
2 Christ Church Building Improvements	23,829	-	1,325	-	22,504
3 Buildings Capital	1,039,206	-	-	-	1,039,206
4 Christ Church Fabric	-	-	-	-	-
5 Christ Church Hall Fabric	-	-	-	-	-
6 Christ Church Tithe	11,904	-	6,087	7,083	12,900
7 Christ Church Toddlers	1,082	358	105	-	1,335
8 Christ Church Youth Worker	474	-	-	-	474
9 Emmanuel Discretionary Fund	5,954	-	3,420	-	2,534
10 Emmanuel Large Gifts	5,204	-	-	-	5,204
11 St John the Divine Bursary	68	-	-	-	68
12 St John the Divine Car Park	-	-	-	-	-
13 St John the Divine Pastoral	-	-	-	-	-
14 St John the Divine Flower	468	57	301	-	224
15 St John the Divine Midweek Break	280	25	-	-	305
16 St John the Divine Small Wonders	121	-	-	-	121
17 St John the Divine Special Projects	1,623	-	-	-	1,623
18 St Mary the Virgin Church Maintenance	9,039	-	5,649	1,500	4,890
19 St Mary the Virgin Old School	1,400	-	1,400	-	-
20 St Mary the Virgin V Gennings Legacy	5,341	-	-	-	5,341
	<u>1,105,993</u>	<u>440</u>	<u>18,287</u>	<u>8,583</u>	<u>1,096,729</u>
<b>Total unrestricted</b>	<u>1,285,833</u>	<u>295,785</u>	<u>337,330</u>	<u>(5,899)</u>	<u>1,238,389</u>

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**
**NOTES TO THE FINANCIAL STATEMENTS (continued)**
**YEAR ENDED 31 DECEMBER 2023**
**14. UNRESTRICTED FUNDS - PREVIOUS YEAR**

	Movement in funds			
	Balance at 01/01/2022	Income	Expenditure	Gains, losses & transfers
	£	£	£	£
<b>General Fund</b>				
1 General Funds	184,945	291,253	259,624	(36,734)
	<u>184,945</u>	<u>291,253</u>	<u>259,624</u>	<u>(36,734)</u>
<b>Designated Fund</b>				
2 Christ Church Building Improvements	12,970	100	-	10,759
3 Buildings Capital	1,039,206	-	-	-
4 Christ Church Fabric	2,319	-	-	(2,319)
5 Christ Church Hall Fabric	1,810	-	-	(1,810)
6 Christ Church Tithe	14,630	-	11,140	8,414
7 Christ Church Toddlers	1,072	129	119	-
8 Christ Church Youth Worker	308	166	-	-
9 Emmanuel Discretionary Fund	-	-	686	6,640
10 Emmanuel Large Gifts	5,204	-	-	-
11 St John the Divine Bursary	68	-	-	-
12 St John the Divine Car Park	-	-	-	-
13 St John the Divine Pastoral	7	-	466	459
14 St John the Divine Flower	518	155	205	-
15 St John the Divine Midweek Break	280	-	-	-
16 St John the Divine Small Wonders	121	-	-	-
17 St John the Divine Special Projects	1,250	373	-	-
18 St Mary the Virgin Church Maintenance	5,000	-	390	4,429
19 St Mary the Virgin Old School	1,400	-	-	-
20 St Mary the Virgin V Gennings Legacy	-	-	1,299	6,640
	<u>1,086,162</u>	<u>923</u>	<u>14,304</u>	<u>33,212</u>
<b>Total unrestricted</b>	<u>1,271,107</u>	<u>292,176</u>	<u>273,928</u>	<u>(3,522)</u>

## **BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**

### **NOTES TO THE FINANCIAL STATEMENTS (continued)**

#### **YEAR ENDED 31 DECEMBER 2023**

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##### **14. UNRESTRICTED FUNDS (continued)**

- |  |   |
|--|---|
| 1 General Funds                          | - This fund is an amalgamation of the General Funds maintained by each team church. It covers day to day income and expenditure in connection with the running of each team church. |
| 2 Christ Church Building Improvements    | - This fund is to support major improvements to the church buildings.   |
| 3 Buildings Capital                      | - This fund covers the fixed assets of the team including Church Halls.   |
| 4 Christ Church Fabric                   | - This fund is a reserve to cover major maintenance in the church.  |
| 5 Christ Church Hall Fabric              | - This fund is a reserve to cover major maintenance for the church hall.  |
| 6 Christ Church Tithe                    | - This fund is designated from the donations received to give to other charities and missions.  |
| 7 Christ Church Toddlers                 | - This fund is to support Christ Church Toddlers work.  |
| 8 Christ Church Youth Worker             | - This fund is used to pay for a Youth Worker and associated youth work costs.  |
| 9 Emmanuel Discretionary Fund            | - Money set aside for significant improvements or maintenance.  |
| 10 Emmanuel Large Gifts                  | - This fund holds money allocated by the DCC for use on substantial projects.   |
| 11 St John the Divine Bursary            | - This fund is used to purchase books for the church.   |
| 12 St John the Divine Car Park           | - This fund holds money designated for improving and maintaining the car park and grounds.  |
| 13 St John the Divine Pastoral           | - This fund is used to cover minor discretionary costs incurred e.g. "men of the road".   |
| 14 St John the Divine Flower             | - This fund is used to cover the cost of flowers for the church.  |
| 15 St John the Divine Midweek Break      | - This fund is used to cover costs of this venture.   |
| 16 St John the Divine Small Wonders      | - This fund is used to cover costs etc. of this venture.  |
| 17 St John the Divine Special Projects   | - This fund holds money designated for special projects.  |
| 18 St Mary the Virgin Church Maintenance | - This fund is used to support church maintenance work.   |
| 19 St Mary the Virgin Old School         | - This fund is used to support maintenance of this old property.  |
| 20 St Mary the Virgin V Gennings Legacy  | - Legacy earmarked for major repairs/improvements.  |
-



**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2023**

15. RESTRICTED AND ENDOWMENT FUNDS		Movement in funds				
		Balance at			Gains &	Balance at
		01/01/2023	Income	Expenditure	Transfers	31/12/2023
		£	£	£	£	£
Restricted Fund						
1	Christ Church Building Improvements	47,651	29,837	60,542	(222)	16,724
2	Christ Church Flowers	162	209	225	-	146
3	Christ Church Ground Maintenance	4,549	-	2,550	-	1,999
4	Christ Church Mission Link	10,927	9,265	7,616	-	12,576
5	Christy Church Tithe	699	-	200	222	721
6	Christ Church Youth Worker	27,822	4,521	-	-	32,343
7	Emmanuel Maintenance & Fabric	3,000	-	-	-	3,000
8	Emmanuel Discretionary	-	-	-	-	-
9	Emmanuel Church Maintenance	-	-	-	-	-
Major Projects						
10	Emmanuel Church Outreach Mission	-	700	-	-	700
11	Archer Hall	52,012	-	-	-	52,012
12	St John the Divine Car Park	-	-	-	-	-
13	St John the Divine Charities	-	1,451	1,444	-	7
14	St John the Divine Foodbank	34	-	-	-	34
15	St John the Divine Youth Fund	3,121	-	1	-	3,120
16	St John the Divine Redevelopment	634	4,989	-	-	5,623
17	St John the Divine Altar Frontal	31	-	-	-	31
18	Friends of St Mary Magdalen	(2,967)	580	-	4,000	1,613
19	St Mary the Virgin Archer	709	-	-	65	774
20	St Mary the Virgin Dalton Grave	50	-	-	-	50
21	St Mary the Virgin Johnson Church	8,170	247	-	779	9,196
22	St Mary the Virgin Johnson Grave	96	-	-	-	96
23	St Mary the Virgin Johnson Tomb	17,429	527	-	1,664	19,620
24	St Mary the Virgin Jones/Sheppard	1,417	-	-	131	1,548
25	St Mary the Virgin Lighting	3,254	-	2,245	-	1,009
26	St Mary the Virgin Maintenance	446	1,064	1,000	-	510
27	St Mary the Virgin Miles Grave	-	-	-	-	-
28	St Mary the Virgin Mission	8,995	1,470	5,000	1,900	7,365
29	St Mary the Virgin Old School	50	-	20	-	30
30	St Mary the Virgin Ramsey Grave	-	-	-	-	-
31	St Mary Magdalen Utility Bill Donation	-	2,000	2,000	-	-
		188,291	54,860	80,843	8,539	170,847
Endowment Fund						
32	Chapman	210	-	-	-	210
33	Fiske	37	-	-	-	37
		247	-	-	-	247
Total		188,538	54,860	80,843	8,539	171,094

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2023**

15. RESTRICTED AND ENDOWMENT FUNDS	Movement in funds				
	PREVIOUS YEAR	Balance at 01/01/2022	Income	Expenditure	Gains & Transfers
		£	£	£	£
<b>Restricted Fund</b>					
1 Christ Church Building Improvements	18,780	29,668	592	(205)	47,651
2 Christ Church Flowers	300	96	234	-	162
3 Christ Church Ground Maintenance	476	6,875	2,802	-	4,549
4 Christ Church Mission Link	8,607	9,957	7,637	-	10,927
5 Christy Church Tithe	494	-	-	205	699
6 Christ Church Youth Worker	19,925	7,897	-	-	27,822
7 Emmanuel Maintenance & Fabric	3,000	-	-	-	3,000
8 Emmanuel Discretionary	-	600	600	-	-
9 Emmanuel Church Maintenance	500	-	500	-	-
Major Projects					
10 Emmanuel Church Outreach Mission	-	-	-	-	-
11 Archer Hall	52,012	-	-	-	52,012
12 St John the Divine Car Park	-	-	-	-	-
13 St John the Divine Charities	(6)	3,400	4,917	1,522	-
14 St John the Divine Foodbank	34	-	-	-	34
15 St John the Divine Youth Fund	3,109	12	-	-	3,121
16 St John the Divine Redevelopment	863	743	972	-	634
17 St John the Divine Altar Frontal	31	-	-	-	31
18 Friends of St Mary Magdalen	(4,616)	1,649	-	-	(2,967)
19 St Mary the Virgin Archer	802	-	-	(93)	709
20 St Mary the Virgin Dalton Grave	50	-	-	-	50
21 St Mary the Virgin Johnson Church	9,000	239	-	(1,069)	8,170
22 St Mary the Virgin Johnson Grave	96	-	-	-	96
23 St Mary the Virgin Johnson Tomb	19,201	509	-	(2,281)	17,429
24 St Mary the Virgin Jones/Sheppard	1,604	-	-	(187)	1,417
25 St Mary the Virgin Lighting	10,374	-	7,120	-	3,254
26 St Mary the Virgin Maintenance	382	64	-	-	446
27 St Mary the Virgin Miles Grave	-	-	-	-	-
28 St Mary the Virgin Mission	10,670	1,575	5,250	2,000	8,995
29 St Mary the Virgin Old School	50	-	-	-	50
30 St Mary the Virgin Ramsey Grave	-	-	-	-	-
31 St Mary Magdalen Utility Bill Donator	-	-	-	-	-
	<u>155,738</u>	<u>63,284</u>	<u>30,623</u>	<u>(108)</u>	<u>188,291</u>
<b>Endowment Fund</b>					
32 Chapman	210	-	-	-	210
33 Fiske	37	-	-	-	37
	<u>247</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>247</u>
<b>Total</b>	<u>155,985</u>	<u>63,284</u>	<u>30,623</u>	<u>(108)</u>	<u>188,538</u>

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2023**

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**15. RESTRICTED AND ENDOWMENT FUNDS (continued)**

1 Christ Church Building Improvements	- This fund is to support major improvements to the church buildings.
2 Christ Church Flowers	- This fund is used to cover the provision of flowers for the church.
3 Christ Church Ground Maintenance	- This fund holds money given for the maintenance and improvement of the Christ Church grounds.
4 Christ Church Mission Link	- This fund supports links to Christ Church mission partners.
5 Christ Church Tithe	- This fund is designated from the Building Improvements fund donations to give to their building projects.
6 Christ Church Youth Worker	- This fund is used to pay for a Youth Worker and associated youth work costs.
7 Emmanuel Maintenance & Fabric	- This fund is to be spent on repairs or renewal of items within the fabric of Emmanuel Church and the Emmanuel Church Halls.
8 Emmanuel Discretionary	- This fund is to be spent at the discretion of Emmanuel's DCC.
9 Emmanuel Church Maintenance Major Projects	- This fund is available to support major maintenance church projects.
10 Emmanuel Church Outreach Mission	- This fund is to be used for expenditure that directly benefits Emmanuel church, or supports outreach and mission activities. It cannot be used on Parish Share or central CofE costs.
11 Archer Hall	- This central fund is capital which can be loaned out to Team Churches to support the costs of building works.
12 St John the Divine Car Park	- This fund holds money designated for improving and maintaining the car park and grounds.
13 St John the Divine Charities	- This fund is used to support charity work.
14 St John the Divine Foodbank	- This fund deals with income and expenditure directly associated with the Billericay Emergency Food Bank.
15 St John the Divine Youth Fund	- This fund is used to fund youth work.
16 St John the Divine Redevelopment	- This fund is used to support the development of the church complex.
17 St John the Divine Altar Frontal	- This fund is used to support costs.
18 Friends of St Mary Magdalen	- This fund uses donations in support of running costs for St. Mary Magdalen. This fund is in the form of a loan with repayments made to the parish on an annual basis whilst overdrawn.
19 St Mary the Virgin Archer	- This fund is for the upkeep and maintenance of specific graves and tombs at St Mary the Virgin.
20 St Mary the Virgin Dalton Grave	- This fund is for the upkeep and maintenance of specific graves and tombs at St Mary the Virgin.

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**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2023**

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**15. RESTRICTED AND ENDOWMENT FUNDS (continued)**

- |   |   |
|---|---|
| 21 St Mary the Virgin Johnson Church      | - This fund is for the upkeep and maintenance of specific graves and tombs at St Mary the Virgin.     |
| 22 St Mary the Virgin Johnson Grave       | - This fund is for the upkeep and maintenance of specific graves and tombs at St Mary the Virgin.     |
| 23 St Mary the Virgin Johnson Tomb        | - This fund is for the upkeep and maintenance of specific graves and tombs at St Mary the Virgin.     |
| 24 St Mary the Virgin Jones/Sheppard      | - This fund is for the upkeep and maintenance of specific graves and tombs at St Mary the Virgin.     |
| 25 St Mary the Virgin Lighting            | - This fund is used to support this project.  |
| 26 St Mary the Virgin Maintenance         | - This fund is used to support church maintenance work.   |
| 27 St Mary the Virgin Miles Grave         | - This fund is for the upkeep and maintenance of specific graves and tombs at St Mary the Virgin.     |
| 28 St Mary the Virgin Mission             | - This fund is used to support mission work.  |
| 29 St Mary the Virgin Old School          | - This fund is used to support maintenance of this old property.                                      |
| 30 St Mary the Virgin Ramsey Grave        | - This fund is for the upkeep and maintenance of specific graves and tombs at St Mary the Virgin.     |
| 31 St Mary Magdalen Utility Bill Donation | - This fund is to go towards payment of energy costs at St Mary Magdalen.                             |
| 32 St Mary the Virgin Chapman             | - This fund originates from 1626. It's objective was to provide an income for the poor of the parish. |
| 33 St Mary the Virgin Fiske               | - This fund was set up in 1707. The income was to be used for the relief of poverty.                  |

**BILLERICAY AND LITTLE BURSTEAD TEAM MINISTRY**  
**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**YEAR ENDED 31 DECEMBER 2023**

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**16. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)**

**Current year:**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Endowment funds £</b>	<b>Total 2023 £</b>
Tangible fixed assets	1,047,074	-	-	1,047,074
Current assets	197,296	172,823	247	370,366
Creditors due within one year	(5,981)	(1,976)	-	(7,957)
	<u>1,238,389</u>	<u>170,847</u>	<u>247</u>	<u>1,409,483</u>

**Prior year:**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Endowment funds £</b>	<b>Total 2022 £</b>
Tangible fixed assets	1,039,207	-	-	1,039,207
Current assets	255,660	188,291	247	444,198
Creditors due within one year	(9,034)	-	-	(9,034)
	<u>1,285,833</u>	<u>188,291</u>	<u>247</u>	<u>1,474,371</u>

**17. RELATED PARTY DISCLOSURES**

During the year the charity paid £2,510 (2022: £Nil) to one of the trustees, this being the proceeds of donations given as a leaving gift. The charity also paid £1,017 (2022: £Nil) to a family member of a trustee for repairs works carried out at one of the churches.