

# The Parish of All Saints with St Peter

## 2021 Annual Parochial Church Meeting,



Sunday 27<sup>th</sup> February 2022, 11am St Peter's, Hutton



## **RECTORS REPORT**

I would like to thank so many people for helping to make the challenges of 2021 into a memorable and often happy year in the life of Hutton Parish. As ever I am grateful to the leadership team and PCC in supporting me personally as we have worked together in service of the parish and our missional objectives.

We are so lucky to have a dedicated and able team and I'd like to name Fr Tony, Revd Lisa, Alice Smith, Tino To, Chris Thomas, John Patterson, Alex Underwood, Jason Manning, Lynn Rae, Neil Dyson, Adrian Thompson, Kevin Lim, Eve Byles, Derek Bevans and Annie Bayley for their hard work in leading so many areas of our ministry. This is before naming your 5 amazing Church Wardens: Carole Bradford, Terry Hayden, Dawn Shaxon, Dawn White and Michelle Yarwood. They are all great servants in supporting the mission and ministry of the churches and work tirelessly to keep the buildings looking great and functioning well. It is also with a tinge of sadness, that we must give extra thanks to Carole Bradford and Dawn White, our wardens for All Saints, who are both stepping down after many years in the role. Carole and Dawn have been a first-class team and leave a high bar for the two new wardens who must fill their shoes! Although, they will formally step down in July 2022, this APCM will see their replacements nominated and elected (we hope!).

This report highlights how much we have grown in the last year – we have certainly become stronger and better organised in many areas of parish life. Sunday morning worship was as normal as it could have been by the end of the year, with only 2 cancellations from the Advent and Christmas celebrations. We welcomed a new monthly evening service at St Peter's which has grown to around 50 people and allows more contemporary forms of worship to be expressed and attracts Christians from other churches who have needed some regular worship as covid regulations were eased. This new service (CEW) will move to twice monthly in 2022.

Children's Church has blossomed since it returned in the Autumn, and we pray that it continues to develop with our new "Discipleship Pathway" for our younger members. The PCC agreed that we should admit children ages 7+ to Holy Communion before Confirmation and that Confirmation itself should be about "stage not age", meaning that anyone ages 10+ can now be Confirmed. Our first cohort of "First Communions" will take place at Easter 2022.

Both Daily Bread and Rooted have grown substantially in the last year and I encourage you to read their reports with interest. They have both provided the parish with an added dimension in how they help us access different people groups and demographics we haven't always served in the past.

My personal highlight of the year was attending services at the cathedral for 3 consecutive weekends! Firstly, to help with the music as the diocese welcomed Bishop Guli Francis-Dehqani to her seat as the new Bishop of Chelmsford, and *thirdly* as we celebrated new

ministry in the parish with Sheryl Dyson becoming a fully trained Pastoral Assistant and Chris Thomas as a Spiritual Companion.

However, it was the “secondly” in this trio of celebrations that was so wonderfully special: standing alongside Revd Lisa Whymark as she was ordained Deacon back in September. What a fantastic celebration for the parish, as Lisa became the first curate of my incumbency, and for the parish in many years. Lisa has taken to the role of curate superbly, enjoying her first term as an ordained Deacon. We look forward to her ordination as priest in 2022. We are also thankful for the Lord’s provision, as we can pay Lisa a salary for her work with Daily Bread. This is a big commitment for the parish, but we managed to secure 3 years’ worth of funding through the brilliant work of the Daily Bread team, and the generosity of our regular givers.

It was also a great joy to be installed as Rector of the parish by Archdeacon Elizabeth in July after 4 years of being your “Priest-in-Charge”. Although, nothing about my role will change on a day-to-day basis, there are some legal changes to my license in terms of my responsibilities for the buildings!

I’m very proud to report that we paid our Parish Share to the Diocese in full for the 2<sup>nd</sup> year in a row. This is a fantastic effort as we have to find just short of £80,000 for the Diocese each year. This is on top of our bills and other commitments to salaried workers. In fact, we need to raise over £125,000 each year and through the grace of God we have been able to do so in 2021. ***My thanks to you all for your generosity.*** However, I must ask you all to review your giving for 2022 as we cannot rest on our laurels. We aren’t a parish that has any kind of reserves or “rainy day fund”. What we generate through giving, donations, fund raising and hall rentals etc is what we have. I would encourage you all to sign up to the **“Parish Giving Scheme”** - a Direct Debit programme that allows you to donate monthly, that also collects the Gift Aid for us ensuring we can budget for the year and that also allows you to increase your giving in line with inflation annually. Please do have a look at the website:

[www.parishgiving.org.uk](http://www.parishgiving.org.uk) and search for “*Hutton All Saints with St Peter.*”

I hope this report is an encouragement to you as you read it. I hope you can see where the Lord has been at work in the 2021 and that we continue to hear his call into 2022.

Remember, that there is a place for everyone in the Church of God and he just may be calling you to serve him in a new way in the coming year. I pray we would all be open to his call.

With every blessing,

**Fr Andy Smith, Rector**

### **THE PCC**

The full PCC has met four times since the last APCM with an average level of attendance of 77%. Committees also met, when possible, between meetings and reports of their deliberations were received by the full PCC and discussed where necessary. Despite another challenging year, the PCC has managed to gather, worship and discuss for the most part in person and together have continued to explore ways of embedding the parish's "UP, IN and OUT" values within the culture of the church and in the wider community. A particular focus for discussion this year has been on children, young people and discipleship and how to grow these areas of our church. Sheryl Dyson, Pastoral Assistant presented to the PCC on various aspects of our pastoral ministry and a number of PCC members also attended a Community Dementia Workshop to increase dementia awareness and help us become a more inclusive church.

**Alex Underwood, PCC Secretary**

### **ELECTORAL ROLL**

A new electoral roll was revised in January 2022. The number on the Electoral Roll is 151, which includes 31 people living outside the parish.

**Christine Bennett, Electoral Role Officer**

### **ALL SAINTS' CHURCH**

Once again, the Coronavirus limited some of our Services. We were able to celebrate Easter, but the main Christmas Services were not able to take place. The Service for the Induction of Father Andy as Rector was a special and very happy occasion, and we had the opportunity to thank John Patterson for his years of ministry as a Licensed Lay Minister. Many people appreciated the Quiet Day held in September and the Memorial Service in November.

The usual regular maintenance checks have been done and we await permission to clean and repair the organ.

We are very grateful to church members and the A.T.C. for their help in taking care of the church and churchyard.

On All Saints' Day the family of Mary Kenyon, long serving churchwarden and a regular member of the congregation for many years, presented us with a wafer box for use at Holy Communion - a very appropriate and valued gift in her memory.

**Carole Bradford and Dawn White, Churchwardens**

## **ST PETER'S CHURCH**

For much of 2021 we were again unable to fully use the church, hall and kitchen facilities to their full potential. Social distancing and strict hygiene rules were adhered to when the Daily Bread Café was permitted to open and congregations were allowed back in church.

Throughout all food collection and distribution continued, serving members of the local community.

Some of the community and social groups that previously hired the premises are slowly starting to return. We were also able to host a few events in the latter part of the year, such as the parish Lunch to celebrate John Patterson's retirement, a Charity Concert to thank the volunteers and a Pie & Mash Quiz night.

During the time of reduced activity, the opportunity was taken to carry out some larger scale maintenance and decoration. The lead came to a large window in the hall have been repaired and the wood revarnished. The wooden floor was sanded, sealed and polished, and the walls have been repainted. Overall, the hall area looks fresher and cleaner. We look forward to continuing the programme with decoration of the Daily Bread office and porch, and it is planned to decorate the church space in the following year.

Livestreaming Sunday Eucharists has now become the norm and we are used to the church and hall being consistently used as a single space. We have been blessed to have such a flexible space during the last 2 years, as it has certainly allowed us to continue to worship as a community throughout the rule changes and restrictions during the year. Highlights for 2021 include welcoming the All Saints School community back into the church at Harvest time, (with over 300 people in attendance!), livestreaming Revd Lisa Whymark's ordination service from the cathedral in September, Revd Lisa's first Sunday as parish curate, hosting the Hutton Branch of the Mother's Union 80<sup>th</sup> anniversary service in October, some memorable church family baptisms, the "Blessing of the Bags" service at the start of the new school year, launching the new monthly "Contemporary Evening Worship" (CEW) service (which attracts around 50 worshippers), hosting the monthly "Rooted Recharge" evenings, a brilliant Nativity with Eucharist, 2 Christingle services, and of course the welcome return of Midnight Mass on Christmas Eve! We've also been delighted to see the growth in Children's Church on Sunday mornings, with an average of 15-20 children each week.

Once again, the Churchwardens would like to extend sincere thanks to all those people who, in whatever capacity, have contributed to the work and worship of St. Peter's.

**Dawn Shaxon and Terry Hayden, Churchwardens & Michelle Yarwood, Deputy Churchwarden**



## **DAILY BREAD CAFÉ**

Daily Bread is now operating 6 days a week, with a food hub distributing waste food from supermarkets between 10am and 12pm Monday to Saturday, and the Cafe now open Tuesday to Friday from 9am till 1pm. We have been extremely lucky to have retained many of our volunteers and gained new ones. Our workforce now totals 176 active volunteers, and we currently have 17 vacancies.

2021 has been a very challenging year with constantly changing restrictions, a restructuring of our food collections and managing staffing levels, with Covid illness and isolations stretching resources. We have a great team of people managing different aspects of Daily Bread and it is working well and helped us negotiate all the difficulties of the last year.

We officially reopened the cafe in May 2021, attended and supported by many local groups and organisations, and a ribbon cutting by our local MP Alex Burghart and Brentwood Mayor Olivia Sanders. The cafe is well attended daily and there are activities and groups every day.

What began as a Job club on a Tuesday is now Daily Bread Computer Hub. This is run by Karalyn Stevens and offers general computer technical help and advice as well as allowing people access to laptops and internet to enable them to; search and apply for jobs, register with agencies, write CVs, apply for benefits and pay bills. This week a representative from Utility Warehouse was available to help people find the best energy provider amid rising gas and electricity costs. Peabody were coming on a Tuesday to offer help and advice with housing and benefits. Unfortunately, they have not been in since the directive to work at home was enforced towards the end of last year. We are waiting to hear on when they will return. Vicky Davis is now running her adult Colouring Club here on a Tuesday which is a great addition to the cafe.

On Wednesday our knitting group has been steadily growing and there are often 15 or more ladies in attendance. The Blue Flower Dementia Support group's monthly session has also been very popular, and they required an extra table last week! The gardening group run by Chat1st has completely transformed the churchyard and the area behind the church, planting fruit, vegetables and plants. As there is less work to do in the winter months they have kept busy helping members of the community by clearing their gardens and Fridays are now dedicated to a Chatty Walk, finishing at the Daily Bread cafe for hot drinks and cake.

Little Fishes resumed in September on Thursdays and has been very successful with a great weekly attendance. Arts and crafts sessions have been enjoyed by adults and children throughout the week and during school holidays, with decoupage, drawing, watercolour painting and stone painting among many crafts on offer.

We are always looking for groups who would like to regularly use the cafe space or host pop-up events, such as Brave who collaborated with SNAP for a coffee morning late last year.

The pastoral team have a rota so that there is someone in the cafe each day to chat and pray with people. Frances will be leading a time of prayer between 11 and 11.30am on Thursdays for specific prayer requests and in general for Daily Bread, Rooted, Little Fishes, Pastoral team and ministry of the wider church.

We have kept the cafe menu simple with breakfast items and light lunches and a suggested donation is £1 for a cup and £1 for a plate which yield unlimited tea/coffee and cakes/sandwiches from the trolley. Other menu items range from £1 to £2.50. We also now have a coffee machine so we can sell premium coffees (lattes, cappuccinos etc) to make us more sustainable and to attract school mums and other local residents who would usually visit coffee shops in Shenfield and Brentwood. We have a Pay It Forward board, so that people who don't have any money on them or can't afford to pay can take a post it and exchange it for a hot drink or food that has already been paid for by another customer. During 2021 we gave out food to 936 households, with on average 300 household visits per month. St George's took over from Sawyers church, operating as a satellite site on a Saturday to cover the Brentwood area. They cater for a number of families from New North House and

Costead Manor estate and surrounding areas, many of whom are not able to get to Hutton easily. They are visited by around 25 households each Saturday. Our supermarket donations are less than the previous year but with funding we are able to buy in extra food from Fareshare, Bankuet, Inkind and local butchers. We ran our Christmas hamper campaign again and gave out around 200 hampers. The Lions club gave us money to buy joints of meat to enable us to provide Christmas dinner bags in the run up to Christmas. We also had funding to host a children's Christmas party with Skittleman, providing Dominos pizzas and party bags for 55 children (total for two parties hosted at St Peter's and St George's).

The new shipping container at the rear of the church has provided much needed storage space for the food hub for our cupboard staples, toiletries and cleaning products. The quiet room has been cleared so that it can be used as an office for Daily Bread. We are in the process of trying to raise funding for a new van/minibus that would enable us to take large deliveries and transport items to St George's easily.

Although it is not why we run Daily Bread, it is lovely to have the hard work and commitment of our volunteers recognised. Revd. Lisa Whymark has received a "Point of Light" award from the Prime Minister and a Civic award from Brentwood Council. In October Daily Bread was awarded with a Star of Brentwood award by the council and several of us were invited to attend the ceremony at the Brentwood Centre. These awards raise awareness in the community and attracts the attention of groups and businesses who are keen to help and contribute with funding, donations, and volunteers.

The leadership team met earlier this month to establish the direction we wish to take Daily Bread, ensuring that it is in line with the mission and values of Hutton Parish, to be an integral part of the community serving the people. Supporting the physical, spiritual, and emotional needs of our community through food, fellowship and friendship.

**Hebrews 13:2 - Do not forget to show hospitality to strangers, for by so doing some people have shown hospitality to angels without knowing it.**

**Revd Lisa Whymark, Parish Curate and Community Outreach Worker**



### **MISSION SUPPORT**

Our two annual occasions for making gifts in support of Mission projects were mainly supported by online giving this year.

In Lent, gifts were sent to CMS, the Church Mission Society for their work in Africa. At Harvest, we were able to receive some cash donations in church as well as online gifts. These were sent to CAP, Christians Against Poverty.

Gifts of money and good to the Food Hub and Daily Bread Café are a valuable contribution to Mission in our own parish.

**Dawn White, Church Warden**

### **CHILDREN'S CHURCH**

What a difference a year makes. At Easter 2020 our church doors were closed for the foreseeable future and on Easter Sunday 2021 our church doors re-opened with 9 children eagerly awaiting their Easter activity bags which had been prepared containing a Bible, work sheets and colouring pencils. The children could then sit with their parents doing their activities while their parents could enjoy the service. As families became more confident in returning to church, our number of youngsters began to increase, and we decided to introduce a table of activities instead of handing out the activity bags. This proved really successful giving the youngsters an opportunity to be able to move away from their parents but still feel comfortable and safe as they could return to them at any time. Another change was made when the youngsters were happy to leave their parents and sit with their friends and we decided to start with the lighting of a candle and a short prayer before they began their chosen activity. By the time the schools were closing for the Summer holidays, the number of children on our register had risen to 21 with an average weekly attendance of 10 children.

We decided to continue Children's Church throughout the Summer and for the next 6 weeks we looked at "God's Garden". We took the youngsters into the Church garden and studied the vegetables and flowers that the Gardening Club had planted and over the weeks we made garden and bird collages, crafted butterflies and made cards with pressed flowers. I think we ALL enjoyed ourselves!

Throughout the Summer we continued to have a regular attendance of children but when September arrived with the service of the Blessing of the Bags we saw a dramatic change in numbers! It was a wonderful service and start to the new school year with the families continuing to arrive with their children and the whole team were kept very busy laminating all the bookmarks the youngsters had coloured during the service.

This pattern continued for the rest of the year and we were averaging 15 to 20 children each Sunday – time for another change!

Parents were encouraged to bring their children into the body of the church for the first 10 minutes before letting them come to the back of the church for their own mini service and activity sheet and then returning to their parents in time for Communion.

It is so very encouraging to still have new families and children as well as the longer standing and regular families join us each Sunday –and we were so blessed to have 27 children turning up for the second Sunday in Advent!

As we all know, children do find it hard to work in silence or using ‘tiny’ voices and having this wonderful number of children does create a little more ‘volume’ during the service than would normally be heard but this is a wonderful problem to have and we are all continuing to work on finding ways to make our Sunday mornings safe, manageable and accessible for all.

Jesus says “Let the little children come to me and do not hinder them for the Kingdom of Heaven belongs to such as these”. Praise the Lord, Amen!

### **The Children’s Church Team**

#### **LITTLE FISHES**

Little Fishes, the babies and pre-schooler group, reopened in June 2021 after a Covid risk assessment. The group is now open on a Thursday between 10am and 11am, with refreshments provided by the Daily Bread Cafe. All the Little Fishes staff - Jan, Jenny, Sheryl and Annie - have undertaken their children safeguarding training.

Little Fishes has been hugely popular and consistently achieving an attendance of about 15 to 20 young children plus their parents, carers or grandparents. It is an absolute joy to see so many familiar faces as well as new faces (and some new babies). We reached out and connected with our community at the Brentwood council Family Fun Day in August, talking to families, handing out leaflets and playing games. We have updated the hymn books, leaflets and posters. We now run the session with more focus on playing, singing and connecting with the families, as the children are now mostly babies and under twos. A lot of the children have not socialised with other children because of Covid and the families are delighted at the welcoming and relaxing space at St Peter. We closed each play session with the Little Fishes prayer.

We do not charge for the play session but we ask for donations. Donations are a mix of cash and contactless payments, with an estimation that most families donate about £3 each time. We have also collected £79.52 from our Christmas sing and sign party for the charity, Basildon's Changing pathways (previously women's refuge).

We are blessed to be able to reach out and connect with our community through the power of play.

**Annie Bayley, Little Fishes Co-ordinator**

## ROOTED COMMUNITY

*Values: Shared Life (IN), Inclusive Welcome (OUT), Deeper Purpose (UP)*

Rooted Community is a missional community of Hutton Parish, outwardly focused and seeking to support women through friendship, faith and connection, thereby supporting families and our wider community.

Beginning as Friday Mums in 2012, Rooted has been meeting in some capacity each week for nearly 10 years, focused on Fridays for a simple lunch, conversation and prayer and on Wednesdays for Deeper Rooted, providing space for engaging in discussions of faith, scripture and prayer. We relaunched as Rooted Community in February 2020, to reflect our expanding vision.

Our Facebook group currently has 179 members (165 in October 2020) and our weekly email newsletter goes out to 100 people. Our network of *Pods* which launched in July 2020 mostly now functions as a communication tool whilst the Core Team – Alice Smith, Lisa Whymark, Tracey Jenkins and Linda Haslam each support key aspects of the weekly gatherings and wider outreach.

2021 began in lockdown and knowing this would likely continue for some months, we maintained our existing online patterns for the Daily Hello on our Facebook group, and mid-week evening Zoom calls for prayer, bible study, reflection and discussion. Once restrictions were eased, we began meeting in person on a Friday lunchtime in Daily Bread Cafe and towards the latter part of 2021 have returned to meeting again in homes.

Some particular highlights of 2021 include our **Birthday Week in February**, celebrating 1 year since our relaunch as Rooted Community. We shaped a series of activities and events around our core values and the Parish values of Up, In and Out; UP: an online Birthday party including worship, prayer, thanksgiving and cake! IN: a socially distanced gift exchange and specially commissioned Anniversary Film and OUT: an opportunity to donate to the work of Changing Pathways which raised nearly £400.

We also launched a new, monthly evening gathering called **Rooted Recharge**, with space for connection, worship, discussion and prayer, plus desserts! Recognising that for many women, the juggle of family responsibilities, work, childcare and their own health during the pandemic has taken a huge toll, Recharge seeks to be an oasis, physically and spiritually.

We've been able to celebrate significant birthdays, births of new babies, weddings, ordinations and completion of studies, new jobs and new homes. We've stood alongside one another in times of mourning, unemployment, anxiety and separation from loved ones. We hope and pray that the connections and faith formed in lockdown will continue to strengthen us as we look to serve and welcome others in the future.

**2022** will see Rooted shifting gear as our leadership structure is reviewed and we consider the Community's needs in a new normal. Heidi Alderdice has stepped down from Core Team to focus on her MA studies. We have added teams around each of our main gatherings to ensure the organisation, hospitality and welcome are coordinated well.

***Ephesians 3:17** I pray that you, being rooted and established in love, may have power, together with all the Lord's holy people, to grasp how wide and long and high and deep is the love of Christ.*

**Alice Smith: on behalf of the Core Team**

### **BIBLE STUDY**

After nearly 2 years of Covid restrictions, our Bible Study was able to restart again in October 2021. Once more, we are able to gather in the church to have the privilege of studying God's Word and of fellowship with sisters and brothers in Christ.

We decided to hold the evening group on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month from 7:30pm to 8:30pm. The afternoon group will be held on the first Monday of each month at 2:00pm. It was so encouraging to see people from the Daily Bread Café to attend the group.

Further encouraging news is that a Bible Study group was set up in June 2021 at West Horndon St. Francis Church. It is such a warm feeling to see people hunger and thirst for God's Word and everyone in the group sharing testimonies of God's blessings in their lives.

The love of God is pouring out from His Word in the Bible. I strongly encourage sisters and brothers to come and join us to explore the richness of God's Word and through fellowship let us build each other up in the body of Christ.

**Tino To, Licensed Lay Minister**

## **PASTORAL TEAM**

Members: Revd Andy Smith, Revd Tony Baxter, Revd Lisa Whymark, Frances Annobil, Sheryl Dyson, Carol Fulcher, Margaret Morris, Jan To, Tino To, and Dawn White.

Fr Andy gathered some members of the congregation to form a Pastoral Team in the summer of 2021. The team consists of 10 members of the church and our role is to care and pray for members of our church family and community who are unwell or facing difficult times. We contact them by phone or pay them a visit. In addition, we are able to bring Holy Communion to those who are unable to attend church for different reasons.

Members of the team also go to the Daily Bread Café on different days to listen and chat to people, available to pray for anyone who needs a prayer. Each week or as often as we obtain information, we update every team member via email so that the whole team are able to pray for those who are in need.

Two members of the team help with Little Fishes each week to chat to the Mums.

The team also bringing services into our local nursing homes which are Hutton Village Nursing Home, Leonard Lodge and Hutton View Nursing Home. We hold the service once a month with hymns, Bible readings and prayers.

We also have a baptism sub-group and bereavement sub-group to meet the needs of the congregation accordingly.

Praying is one of our main functions of the team. During the past few months, we can all see the power of prayers and how God has been answering our prayers as a Pastoral Team.

We encourage our church family to inform the Pastoral Team if anyone needs any visit or prayers. Jesus says *"Love one another, as I have loved you."* In our church family and community, we would like to bring this love by caring and praying for those in need, lonely or in any kind of distress or despair.

**Tino To**, Licensed Lay Minister

## **WEDDINGS**

We had an extraordinary year and have held thirteen weddings and two wedding blessings at All Saints since national restriction was lifted in July 2021. It was wonderful to have marriage services with hymns sung, music played on the organ and bells rung. We also held two marriage preparation sessions in person with our couples, to talk about their reasons for marrying in a church and to go through the marriage service. It was lovely getting to know our couples and for the couples to swap pandemic stories.

The English marriage laws were amended in May 2021 to reflect modern Britain, where both parents' names and occupations are recorded on the marriage certificate. Step-parents are also recognised if they are married, to reflect the family's relationships. The new process also means the clergy does not issue the marriage certificate anymore but submit the marriage information to the Record office and the couple apply online for a certificate.

The wedding application form has been updated to remind applicants that church fees are due a month before the wedding and permission must be sought to bring in their own flowers, musicians or decorations, or they could be denied on the day of the wedding.

All statutory church fees are now paid by bank transfer, with the couple's surnames as payment reference. This information is passed to Finance (Jason Manning). The disbursement fees were held from 2020 to 2021 and have recently been reviewed and updated for 2022. Flowers fee increased by £5 from £75 to £80, vergers fee increased by £25 from £75 to £100, organist/ pianist fee increased by £20 from £100 to £120, singer fee stayed at £60 and bells fee increased by £20 from £100 to £120.

We are looking forward to the eleven weddings and a vow renewal booked in 2022.

**Annie Bayley, Marriage Coordinator**

## **MOTHERS' UNION**

Although 2021 was another difficult time for the branch, we were able to get together throughout the year. We met every month including in August for tea and cake.

To mark our 80th anniversary on 9<sup>th</sup> October, we had a lovely service in St Peter's Church conducted by Revd Jane Bradbury, the Deanery Chaplain to the Mother's Union, alongside Fr Andy who preached and Revd Lisa Deaconing the Eucharist. We had members attend from across Brentwood Deanery for the service and the buffet in the hall afterwards.

In December we had a party, with a free raffle and music quiz, then in January 2022, we had our New Year get together, with a couple of members from Shenfield joining us. It has been lovely to be able to get together, after being locked down for so long, hopefully we will be able to have a much more varied programme, with us having more freedom. Thanks to Pam for all her hard work in helping to keep the group together and to Ivy for the catering. Let's hope for a successful 2022 (with the Lord's help!).

**Sylvia Clark, Branch Secretary**

## **BELL RINGERS**

Bell ringing at All Saints, Hutton has been quite limited for the past year owing to the ongoing pandemic and Covid restrictions.

On Friday 9<sup>th</sup> April, Peter Martin rang 99 blows of the Tenor Bell to commemorate the life of HRH Prince Philip, The Duke of Edinburgh.

On the 17<sup>th</sup> April, The Tenor bell toll by Peter Martin and Ray Jones was for the funeral of HRH Prince Philip.

Come July, the restrictions on Weddings lifted, meaning the start of requests to ring and this was met with much interest from fellow ringers in the local district. We rang for 12 weddings between July and December which I am told was the most for any Church in the Brentwood area. With only 4 ringers at Hutton now and five Bells to be rung we had to call on ringers from the local area. I am pleased to say that we managed to ring for every request we had.

During the Summer holidays I had a meeting with Liz Atkins, Tower Captain in Ingrave and Beth Johnson, Tower Captain at St. Mary's, Shenfield, and the outcome was that Hutton and Ingrave would join forces on Practice nights to increase the numbers attending, with Beth assisting us in learning and improving. We are now only having one Practice Night a month (the 2<sup>nd</sup> Tuesday) at All Saints and meet at Ingrave every 4<sup>th</sup> Wednesday. This seems to be the best way forward for now.

We have ordered a new set of Muffles for the five bells as the leather fixing straps on the old ones have deteriorated beyond reliable use.

Moving forward, we have been asked by the Church of England to join in collective ringing to mark the 70<sup>th</sup> anniversary of HM Queen Elizabeth II's accession, on Sunday 6<sup>th</sup> February. With the main Platinum Jubilee celebrations taking place in June, we are yet to receive advice on timing of ringing. We hope to be able to provide lots of joyful ringing from All Saints Church, to be heard by the residents of Hutton.

**Sylvia Martin: Tower Captain**



**Parish of All Saints with Saint Peter, Hutton**

**End of Year Financial Statements**

**Year ending 31 December 2021**

**All Saints with St Peter, Hutton**  
**Statement of Financial Activities**  
**For the period from 01 January 2021 to 31 December 2021**

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>						
Incoming resources from generated funds	0.00	0.00	0.00	0.00	0.00	0.00
Voluntary income	71,658.12	165.28	14,827.00	0.00	86,650.40	91,950.70
Activities for generating funds	3,067.90	0.00	0.00	0.00	3,067.90	14,008.57
Incoming resources from charitable activities	25,721.11	22,463.46	59,151.34	0.00	107,335.91	103,101.99
<b>Total income</b>	<b>100,447.13</b>	<b>22,628.74</b>	<b>73,978.34</b>	<b>0.00</b>	<b>197,054.21</b>	<b>209,061.26</b>
<b>Resources used</b>						
Cost of generating funds	0.00	0.00	0.00	0.00	0.00	0.00
Cost of generating voluntary income	32.80	0.00	0.00	0.00	32.80	157.46
Fundraising trading cost of goods sold and other costs	1,273.24	0.00	0.00	0.00	1,273.24	1,925.14
Charitable activities	125,203.98	(1,987.07)	55,341.53	0.00	178,558.44	141,468.51
<b>Total expenditure</b>	<b>126,510.02</b>	<b>(1,987.07)</b>	<b>55,341.53</b>	<b>0.00</b>	<b>179,864.48</b>	<b>143,551.11</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(26,062.89)</b>	<b>24,615.81</b>	<b>18,636.81</b>	<b>0.00</b>	<b>17,189.73</b>	<b>65,510.15</b>
<b>Transfers:</b>						
Gross transfers between funds - in	17,544.11	0.02	470.00	0.00	18,014.13	27,541.50
Gross transfers between funds - out	(0.02)	(16,901.99)	(1,112.12)	0.00	(18,014.13)	(27,541.50)
<b>Other recognised gains / losses</b>						
Gains/losses on investment assets	0.00	0.00	0.00	0.00	0.00	0.00
Gains on revaluation, fixed assets, charity's own use	0.00	0.00	0.00	0.00	0.00	0.00
<b>Net movement in funds</b>	<b>(8,518.80)</b>	<b>7,713.84</b>	<b>17,994.69</b>	<b>0.00</b>	<b>17,189.73</b>	<b>65,510.15</b>
<b>Reconciliation of funds</b>						
<b>Total funds brought forward</b>	<b>37,206.40</b>	<b>28,264.21</b>	<b>31,375.54</b>	<b>0.00</b>	<b>96,846.15</b>	<b>31,336.00</b>
<b>Total funds carried forward</b>	<b>28,687.60</b>	<b>35,978.05</b>	<b>49,370.23</b>	<b>0.00</b>	<b>114,035.88</b>	<b>96,846.15</b>
<b>Represented by</b>						
Unrestricted						
General fund	37,388.97	0.00	0.00	0.00	37,388.97	45,907.77
Designated						
Daily Bread Food Hub	0.00	35,978.05	0.00	0.00	35,978.05	17,784.24
Education	0.00	0.00	0.00	0.00	0.00	43.03
Social Enterprise Donations	0.00	0.00	0.00	0.00	0.00	10,436.94
Restricted						
Daily Bread Food Hub	0.00	0.00	40,123.23	0.00	40,123.23	27,512.94
Fabric Fund	0.00	0.00	(1,604.37)	0.00	(1,604.37)	(6,988.77)
Harries Windows Fund	0.00	0.00	0.00	0.00	0.00	0.00
Organ Fund	0.00	0.00	2,150.00	0.00	2,150.00	2,150.00
Patricia Harries Fund	0.00	0.00	0.00	0.00	0.00	0.00
Social Enterprise Donations	0.00	0.00	0.00	0.00	0.00	0.00

# All Saints with St Peter, Hutton

## Balance Sheet detailed

	As at 31/12/2021	As at 31/12/2020
<b>Current assets</b>		
6501: Bank A/c	123,477.47	108,131.92
6521: Credit Card Account	0.00	0.00
6540: Cash A/c	0.00	0.00
6550: Income Tax Recoverable	0.00	0.00
6560: Stock	0.00	0.00
6570: Funeral Directors' Control	177.00	(245.00)
Z05: Accounts Receivable	3,963.85	471.25
<b>Total Current assets</b>	<b>127,618.32</b>	<b>108,358.17</b>
<b>Liabilities</b>		
6610: Diocese fees due	7,979.68	400.00
6620: Little Fishes Charities	201.49	201.49
6650: Wedding Deposits	0.00	0.00
6660: Rector's Expense Control	131.94	1,415.11
6670: Charity Collections	3,436.05	1,420.72
6680: Petty Cash	(8.30)	(8.30)
6681: Funeral Disbursements	320.00	(110.00)
Z04: Accounts Payable	1,521.58	8,193.00
<b>Total Liabilities</b>	<b>13,582.44</b>	<b>11,512.02</b>
<b>Net Asset surplus (deficit)</b>	<b>114,035.88</b>	<b>96,846.15</b>
<b>Reserves</b>		
Excess/(deficit) to date	17,189.73	65,510.15
Z01: Starting balances	96,846.15	31,336.00
<b>Total Reserves</b>	<b>114,035.88</b>	<b>96,846.15</b>

### Represented by Funds

General (Unrestricted)	28,687.60	37,206.40
Designated	35,978.05	28,264.21
Restricted	49,370.23	31,375.54
<b>Total</b>	<b>114,035.88</b>	<b>96,846.15</b>

**All Saints with St Peter, Hutton**

**Statement of Assets and Liabilities (by code)  
As at: 31 December 2021**

<b>Class and nominal code</b>	<b>General (Unrestricted)</b>	<b>Designated</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total</b>	<b>Last year</b>
<b>Current Asset - Cash At Bank And In Hand</b>						
6501: Bank A/c	46,147.29	35,686.53	41,643.65	0.00	123,477.47	108,131.92
6540: Cash A/c	(1,284.22)	258.06	1,026.16	0.00	0.00	0.00
<b>Total</b>	<b>44,863.07</b>	<b>35,944.59</b>	<b>42,669.81</b>	<b>0.00</b>	<b>123,477.47</b>	<b>108,131.92</b>
<b>Current Asset - Debtors</b>						
6521: Credit Card Account	972.71	0.00	(972.71)	0.00	0.00	0.00
6570: Funeral Directors' Control	423.00	(246.00)	0.00	0.00	177.00	(245.00)
Z05: Accounts Receivable	3,963.85	0.00	0.00	0.00	3,963.85	471.25
<b>Total</b>	<b>5,359.56</b>	<b>(246.00)</b>	<b>(972.71)</b>	<b>0.00</b>	<b>4,140.85</b>	<b>226.25</b>
<b>Liability - Creditors: Amounts Falling Due In One Year</b>						
6610: Diocese fees due	7,979.68	0.00	0.00	0.00	7,979.68	400.00
6620: Little Fishes Charities	701.49	(500.00)	0.00	0.00	201.49	201.49
6660: Rector's Expense Control	(88.60)	220.54	0.00	0.00	131.94	1,415.11
6670: Charity Collections	3,436.05	0.00	0.00	0.00	3,436.05	1,420.72
Z04: Accounts Payable	493.34	0.00	1,028.24	0.00	1,521.58	8,193.00
<b>Total</b>	<b>12,521.96</b>	<b>(279.46)</b>	<b>1,028.24</b>	<b>0.00</b>	<b>13,270.74</b>	<b>11,630.32</b>
<b>Liability - Provision For Liabilities And Charges Due Within One Year</b>						
6680: Petty Cash	(8.30)	0.00	0.00	0.00	(8.30)	(8.30)
6681: Funeral Disbursements	320.00	0.00	0.00	0.00	320.00	(110.00)
<b>Total</b>	<b>311.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>311.70</b>	<b>(118.30)</b>
<b>Net total assets</b>	<b>37,388.97</b>	<b>35,978.05</b>	<b>40,668.86</b>	<b>0.00</b>	<b>114,035.88</b>	<b>96,846.15</b>
<b>Represented by</b>						
General (Unrestricted)	28,687.60	0.00	0.00	0.00	28,687.60	37,206.40
Designated - Daily Bread	0.00	35,978.05	0.00	0.00	35,978.05	17,784.24
Designated - Education	0.00	0.00	0.00	0.00	0.00	43.03
Designated - Social Enterprise	0.00	0.00	0.00	0.00	0.00	10,436.94
Restricted - Daily Bread	0.00	0.00	40,123.23	0.00	40,123.23	27,512.94
Restricted - Fabric	0.00	0.00	7,097.00	0.00	7,097.00	1,712.60
Restricted - Organ	0.00	0.00	2,150.00	0.00	2,150.00	2,150.00
<b>Total</b>	<b>28,687.60</b>	<b>35,978.05</b>	<b>49,370.23</b>	<b>0.00</b>	<b>114,035.88</b>	<b>96,846.15</b>

**Fund movement summary**  
**Selected period: 01 January 2021 to 31 December 2021**

<b>Fund</b>	<b>Fund balances brought forward</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Transfers</b>	<b>Gains and Losses</b>	<b>Journal Entries</b>	<b>Fund balances Carried forward</b>
<b>Unrestricted</b>							
General - General fund	37,206.40	100,447.13	126,510.02	17,544.09	0.00	0.00	28,687.60
<b>Sub-totals</b>	<b>37,206.40</b>	<b>100,447.13</b>	<b>126,510.02</b>	<b>17,544.09</b>	<b>0.00</b>	<b>0.00</b>	<b>28,687.60</b>
<b>Designated</b>							
Daily Bread - Daily Bread Food Hub	17,784.24	22,628.74	(1,987.07)	(6,422.00)	0.00	0.00	35,978.05
Education - Education	43.03	0.00	0.00	(43.03)	0.00	0.00	0.00
Social Enterprise - Social Enterprise Donations	10,436.94	0.00	0.00	(10,436.94)	0.00	0.00	0.00
<b>Sub-totals</b>	<b>28,264.21</b>	<b>22,628.74</b>	<b>(1,987.07)</b>	<b>(16,901.97)</b>	<b>0.00</b>	<b>0.00</b>	<b>35,978.05</b>
<b>Restricted</b>							
Daily Bread - Daily Bread Food Hub	27,512.94	59,096.34	45,373.93	(1,112.12)	0.00	0.00	40,123.23
Organ - Organ Fund	2,150.00	0.00	0.00	0.00	0.00	0.00	2,150.00
Social Enterprise - Social Enterprise Donations	0.00	55.00	525.00	470.00	0.00	0.00	0.00
Fabric - Fabric Fund	1,712.60	14,827.00	9,442.60	0.00	0.00	0.00	7,097.00
<b>Sub-totals</b>	<b>31,375.54</b>	<b>73,978.34</b>	<b>55,341.53</b>	<b>(642.12)</b>	<b>0.00</b>	<b>0.00</b>	<b>49,370.23</b>
<b>Totals</b>	<b>96,846.15</b>	<b>197,054.21</b>	<b>179,864.48</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>114,035.88</b>

**Analysis of income and expenditure**  
**Selected period: 01 January 2021 to 31 December 2021**

					Total	
	General	Designated	Restricted	Endowment	This year	Last year
<b>Incoming resources</b>						
<b>Incoming resources from generated funds</b>						
1010 - Planned Giving	53,432.67	0.00	0.00	0.00	53,432.67	51,101.00
1020 - Income Tax Recovered	9,226.38	0.00	0.00	0.00	9,226.38	25,062.61
1030 - Collections	3,750.50	0.00	0.00	0.00	3,750.50	2,105.14
1050 - Donations	5,248.57	165.28	0.00	0.00	5,413.85	5,931.95
3010 - White's Charity	0.00	0.00	12,827.00	0.00	12,827.00	7,750.00
3020 - Fabric Fund Donations	0.00	0.00	2,000.00	0.00	2,000.00	0.00
1040 - Social Events	2,921.10	0.00	0.00	0.00	2,921.10	1,137.50
1100 - Sale of Goods	26.80	0.00	0.00	0.00	26.80	49.00
1150 - Social Enterprise	120.00	0.00	0.00	0.00	120.00	12,822.07
<b>Incoming resources from generated funds Totals</b>	<b>74,726.02</b>	<b>165.28</b>	<b>14,827.00</b>	<b>0.00</b>	<b>89,718.30</b>	<b>105,959.27</b>
<b>Incoming resources from charitable activities</b>						
1055 - COVID Community Response Funding	0.00	723.91	53,748.26	0.00	54,472.17	71,459.28
1056 - Pandemic Donations	1,039.50	21,739.55	5,403.08	0.00	28,182.13	19,363.05
1070 - PCC Fees (Funerals, Weddings etc)	10,594.21	0.00	0.00	0.00	10,594.21	4,781.00
1080 - Lettings	8,744.45	0.00	0.00	0.00	8,744.45	5,920.25
1090 - Magazine Sales & Adverts	573.52	0.00	0.00	0.00	573.52	0.00
1110 - Refreshments	94.19	0.00	0.00	0.00	94.19	190.55
1120 - Memorial Plaques	3,711.00	0.00	0.00	0.00	3,711.00	903.00
1125 - Memorial Book Entries	50.00	0.00	0.00	0.00	50.00	25.00
1130 - Other Wedding Income (flowers, music, et	460.00	0.00	0.00	0.00	460.00	48.46
1135 - Heating Charges	0.00	0.00	0.00	0.00	0.00	70.00
1140 - Bible Reading Fellowship	86.25	0.00	0.00	0.00	86.25	59.10
1142 - Discipleship Income	307.99	0.00	0.00	0.00	307.99	95.00
1143 - Youth Work Income	60.00	0.00	0.00	0.00	60.00	187.30
<b>Incoming resources from charitable activities Totals</b>	<b>25,721.11</b>	<b>22,463.46</b>	<b>59,151.34</b>	<b>0.00</b>	<b>107,335.91</b>	<b>103,101.99</b>
<b>Incoming resources Grand totals</b>	<b>100,447.13</b>	<b>22,628.74</b>	<b>73,978.34</b>	<b>0.00</b>	<b>197,054.21</b>	<b>209,061.26</b>

**Cost of generating funds**

2275 - Bank/Card Fees	32.80	0.00	0.00	0.00	32.80	0.00
2280 - Stewardship Expenses	0.00	0.00	0.00	0.00	0.00	157.46
2190 - Social Event costs	1,181.73	0.00	0.00	0.00	1,181.73	237.75
2215 - Social Enterprise Costs	91.51	0.00	0.00	0.00	91.51	1,687.39
<b>Cost of generating funds Totals</b>	<b>1,306.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,306.04</b>	<b>2,082.60</b>

**Charitable activities**

2010 - Quota	74,427.60	0.00	0.00	0.00	74,427.60	75,081.60
2020 - Sacristy	820.62	0.00	0.00	0.00	820.62	843.55
2030 - Books & Other Service Support	380.09	0.00	0.00	0.00	380.09	335.76
2040 - Music Costs	1,049.93	0.00	0.00	0.00	1,049.93	455.40

2060 - ClergyTravel Expenses	1,159.42	0.00	0.00	0.00	1,159.42	606.90
2070 - Organist's Fees	3,270.00	0.00	0.00	0.00	3,270.00	1,635.00
2080 - Premises Costs	12,265.38	0.00	9,942.34	0.00	22,207.72	20,527.38
2090 - Light & Heat	8,540.40	0.00	0.00	0.00	8,540.40	4,341.05
2100 - Water Charges	56.16	0.00	0.00	0.00	56.16	245.82
2110 - Insurance	3,429.87	0.00	0.00	0.00	3,429.87	3,393.75
2120 - Telephones	1,302.18	0.00	0.00	0.00	1,302.18	1,250.02
2130 - Marketing and Promotion Costs	0.00	0.00	0.00	0.00	0.00	109.27
2131 - Bible Reading Fellowship costs	174.35	0.00	0.00	0.00	174.35	102.45
2132 - Discipleship Costs	440.70	0.00	0.00	0.00	440.70	209.20
2140 - Education costs	64.90	0.00	0.00	0.00	64.90	0.00
2145 - ClergyDevelopment	489.82	1,600.00	0.00	0.00	2,089.82	1,630.00
2150 - Young Church & Youth	1,146.78	0.00	0.00	0.00	1,146.78	143.12
2170 - Flowers	516.73	0.00	0.00	0.00	516.73	71.95
2180 - Memorial Plaques costs	662.50	0.00	0.00	0.00	662.50	362.50
2191 - Entertainment and Hospitality	1,459.80	0.00	0.00	0.00	1,459.80	895.57
2200 - Refreshments	0.00	0.00	0.00	0.00	0.00	125.89
2216 - Food Distribution Hub Costs	1,111.12	(3,587.07)	37,591.94	0.00	35,115.99	10,588.77
2230 - Parish Salaries & Wages	6,727.34	0.00	7,807.25	0.00	14,534.59	3,939.67
2240 - Equipment, Stationary, Postage	3,089.72	0.00	0.00	0.00	3,089.72	2,435.52
2242 - Digital Church	1,820.56	0.00	0.00	0.00	1,820.56	6,138.28
2250 - "Churches Together"	0.00	0.00	0.00	0.00	0.00	400.00
2260 - Christian Copyright Licence	576.01	0.00	0.00	0.00	576.01	484.97
2270 - Professional Fees	222.00	0.00	0.00	0.00	222.00	84.00
3030 - Fabric Expenses	0.00	0.00	0.00	0.00	0.00	5,031.12
<b>Charitable activities Totals</b>	<b>125,203.98</b>	<b>(1,987.07)</b>	<b>55,341.53</b>	<b>0.00</b>	<b>178,558.44</b>	<b>141,468.51</b>
<b>Resources used Grand totals</b>	<b>126,510.02</b>	<b>(1,987.07)</b>	<b>55,341.53</b>	<b>0.00</b>	<b>179,864.48</b>	<b>143,551.11</b>



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 1. Accounting policies

#### a. Accounting Convention

The financial statements have been prepared in accordance with the Church Accounting Regulations together with the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

#### b. Funds Accounting

##### **Funds held by the PCC are:**

*Unrestricted funds* - general funds which can be used for PCC ordinary purposes

*Designated funds* - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

*Restricted funds* - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

#### c. Incoming resources

All incoming resources are accounted for gross.

##### ***Voluntary Income***

*Collections* are recognised when received.

*Planned giving* receivable is recognised only when received.

*Income tax* recoverable on Gift Aid donations is recognised when the Gift Aid claim is made

*Grants and legacies* are recognised when the PCC is legally entitled to the amount due.

##### ***Income from investments***

Interest entitlements are accounted for as they accrue.

##### ***All other income***

All other income is recognised when it is receivable.

#### d. Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

##### ***Grants***

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

##### ***Church Activities***

The diocesan parish contribution is accounted for when paid and provided for in these accounts.

#### e. Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit at the bank

### 2. Staff costs

#### a. Wages and salaries

During the year the PCC employed a part-time parish administrator, however the administrator was furloughed for part of the year under government provision as a result of pandemic restrictions. The parish Administrator received full wages during furlough

During the year the PCC employed a curate, Lisa Whymark.

The PCX have paid PAYE and NIC for both employees.

#### b. Payments to PCC members

As the parish administrator, D Shaxon, was paid £7534.72 net (2020, £7,313) during the year.

Terry Hayden was paid £860 in respect of vergers duties.

Lisa Whymark was paid £7,518.20 net as Curate  
Adrian Thompson was paid £3,580 in respect of organist fees.

There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

## **INDEPENDENT EXAMINER'S REPORT TO THE PARISH OF HUTTON PCC**

I report on the accounts of the PCC for the year ended 31 December 2021

### **Respective responsibilities of trustees and examiner**

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow procedures laid down in the general directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently I do not express an opinion on the accounts.

### **Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- a. to keep accounting records in accordance with section 130 of the 2011 Act; or
- b. to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn to in order to enable a proper understanding of the accounts to be reached.



Mrs Carole Payne,  
5 Coleridge Walk,  
Brentwood,  
Essex,  
CM13 2RT

Dated: 24/02/2022

**Parish of All Saints with Saint Peter, Hutton**

**End of Year Financial Statements**

**Year ending 31 December 2021**

**All Saints with St Peter, Hutton**  
**Statement of Financial Activities**  
**For the period from 01 January 2021 to 31 December 2021**

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>						
Incoming resources from generated funds	0.00	0.00	0.00	0.00	0.00	0.00
Voluntary income	71,658.12	165.28	14,827.00	0.00	86,650.40	91,950.70
Activities for generating funds	3,067.90	0.00	0.00	0.00	3,067.90	14,008.57
Incoming resources from charitable activities	25,721.11	22,463.46	59,151.34	0.00	107,335.91	103,101.99
<b>Total income</b>	<b>100,447.13</b>	<b>22,628.74</b>	<b>73,978.34</b>	<b>0.00</b>	<b>197,054.21</b>	<b>209,061.26</b>
<b>Resources used</b>						
Cost of generating funds	0.00	0.00	0.00	0.00	0.00	0.00
Cost of generating voluntary income	32.80	0.00	0.00	0.00	32.80	157.46
Fundraising trading cost of goods sold and other costs	1,273.24	0.00	0.00	0.00	1,273.24	1,925.14
Charitable activities	125,203.98	(1,987.07)	55,341.53	0.00	178,558.44	141,468.51
<b>Total expenditure</b>	<b>126,510.02</b>	<b>(1,987.07)</b>	<b>55,341.53</b>	<b>0.00</b>	<b>179,864.48</b>	<b>143,551.11</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(26,062.89)</b>	<b>24,615.81</b>	<b>18,636.81</b>	<b>0.00</b>	<b>17,189.73</b>	<b>65,510.15</b>
<b>Transfers:</b>						
Gross transfers between funds - in	17,544.11	0.02	470.00	0.00	18,014.13	27,541.50
Gross transfers between funds - out	(0.02)	(16,901.99)	(1,112.12)	0.00	(18,014.13)	(27,541.50)
<b>Other recognised gains / losses</b>						
Gains/losses on investment assets	0.00	0.00	0.00	0.00	0.00	0.00
Gains on revaluation, fixed assets, charity's own use	0.00	0.00	0.00	0.00	0.00	0.00
<b>Net movement in funds</b>	<b>(8,518.80)</b>	<b>7,713.84</b>	<b>17,994.69</b>	<b>0.00</b>	<b>17,189.73</b>	<b>65,510.15</b>
<b>Reconciliation of funds</b>						
<b>Total funds brought forward</b>	<b>37,206.40</b>	<b>28,264.21</b>	<b>31,375.54</b>	<b>0.00</b>	<b>96,846.15</b>	<b>31,336.00</b>
<b>Total funds carried forward</b>	<b>28,687.60</b>	<b>35,978.05</b>	<b>49,370.23</b>	<b>0.00</b>	<b>114,035.88</b>	<b>96,846.15</b>
<b>Represented by</b>						
Unrestricted						
General fund	37,388.97	0.00	0.00	0.00	37,388.97	45,907.77
Designated						
Daily Bread Food Hub	0.00	35,978.05	0.00	0.00	35,978.05	17,784.24
Education	0.00	0.00	0.00	0.00	0.00	43.03
Social Enterprise Donations	0.00	0.00	0.00	0.00	0.00	10,436.94
Restricted						
Daily Bread Food Hub	0.00	0.00	40,123.23	0.00	40,123.23	27,512.94
Fabric Fund	0.00	0.00	(1,604.37)	0.00	(1,604.37)	(6,988.77)
Harries Windows Fund	0.00	0.00	0.00	0.00	0.00	0.00
Organ Fund	0.00	0.00	2,150.00	0.00	2,150.00	2,150.00
Patricia Harries Fund	0.00	0.00	0.00	0.00	0.00	0.00
Social Enterprise Donations	0.00	0.00	0.00	0.00	0.00	0.00

# All Saints with St Peter, Hutton

## Balance Sheet detailed

	As at 31/12/2021	As at 31/12/2020
<b>Current assets</b>		
6501: Bank A/c	123,477.47	108,131.92
6521: Credit Card Account	0.00	0.00
6540: Cash A/c	0.00	0.00
6550: Income Tax Recoverable	0.00	0.00
6560: Stock	0.00	0.00
6570: Funeral Directors' Control	177.00	(245.00)
Z05: Accounts Receivable	3,963.85	471.25
<b>Total Current assets</b>	<b>127,618.32</b>	<b>108,358.17</b>
<b>Liabilities</b>		
6610: Diocese fees due	7,979.68	400.00
6620: Little Fishes Charities	201.49	201.49
6650: Wedding Deposits	0.00	0.00
6660: Rector's Expense Control	131.94	1,415.11
6670: Charity Collections	3,436.05	1,420.72
6680: Petty Cash	(8.30)	(8.30)
6681: Funeral Disbursements	320.00	(110.00)
Z04: Accounts Payable	1,521.58	8,193.00
<b>Total Liabilities</b>	<b>13,582.44</b>	<b>11,512.02</b>
<b>Net Asset surplus (deficit)</b>	<b>114,035.88</b>	<b>96,846.15</b>
<b>Reserves</b>		
Excess/(deficit) to date	17,189.73	65,510.15
Z01: Starting balances	96,846.15	31,336.00
<b>Total Reserves</b>	<b>114,035.88</b>	<b>96,846.15</b>

### Represented by Funds

General (Unrestricted)	28,687.60	37,206.40
Designated	35,978.05	28,264.21
Restricted	49,370.23	31,375.54
<b>Total</b>	<b>114,035.88</b>	<b>96,846.15</b>

**All Saints with St Peter, Hutton**

**Statement of Assets and Liabilities (by code)  
As at: 31 December 2021**

Class and nominal code	General (Unrestricted)	Designated	Restricted	Endowment	Total	Last year
<b>Current Asset - Cash At Bank And In Hand</b>						
6501: Bank A/c	46,147.29	35,686.53	41,643.65	0.00	123,477.47	108,131.92
6540: Cash A/c	(1,284.22)	258.06	1,026.16	0.00	0.00	0.00
<b>Total</b>	<b>44,863.07</b>	<b>35,944.59</b>	<b>42,669.81</b>	<b>0.00</b>	<b>123,477.47</b>	<b>108,131.92</b>
<b>Current Asset - Debtors</b>						
6521: Credit Card Account	972.71	0.00	(972.71)	0.00	0.00	0.00
6570: Funeral Directors' Control	423.00	(246.00)	0.00	0.00	177.00	(245.00)
Z05: Accounts Receivable	3,963.85	0.00	0.00	0.00	3,963.85	471.25
<b>Total</b>	<b>5,359.56</b>	<b>(246.00)</b>	<b>(972.71)</b>	<b>0.00</b>	<b>4,140.85</b>	<b>226.25</b>
<b>Liability - Creditors: Amounts Falling Due In One Year</b>						
6610: Diocese fees due	7,979.68	0.00	0.00	0.00	7,979.68	400.00
6620: Little Fishes Charities	701.49	(500.00)	0.00	0.00	201.49	201.49
6660: Rector's Expense Control	(88.60)	220.54	0.00	0.00	131.94	1,415.11
6670: Charity Collections	3,436.05	0.00	0.00	0.00	3,436.05	1,420.72
Z04: Accounts Payable	493.34	0.00	1,028.24	0.00	1,521.58	8,193.00
<b>Total</b>	<b>12,521.96</b>	<b>(279.46)</b>	<b>1,028.24</b>	<b>0.00</b>	<b>13,270.74</b>	<b>11,630.32</b>
<b>Liability - Provision For Liabilities And Charges Due Within One Year</b>						
6680: Petty Cash	(8.30)	0.00	0.00	0.00	(8.30)	(8.30)
6681: Funeral Disbursements	320.00	0.00	0.00	0.00	320.00	(110.00)
<b>Total</b>	<b>311.70</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>311.70</b>	<b>(118.30)</b>
<b>Net total assets</b>	<b>37,388.97</b>	<b>35,978.05</b>	<b>40,668.86</b>	<b>0.00</b>	<b>114,035.88</b>	<b>96,846.15</b>
<b>Represented by</b>						
General (Unrestricted)	28,687.60	0.00	0.00	0.00	28,687.60	37,206.40
Designated - Daily Bread	0.00	35,978.05	0.00	0.00	35,978.05	17,784.24
Designated - Education	0.00	0.00	0.00	0.00	0.00	43.03
Designated - Social Enterprise	0.00	0.00	0.00	0.00	0.00	10,436.94
Restricted - Daily Bread	0.00	0.00	40,123.23	0.00	40,123.23	27,512.94
Restricted - Fabric	0.00	0.00	7,097.00	0.00	7,097.00	1,712.60
Restricted - Organ	0.00	0.00	2,150.00	0.00	2,150.00	2,150.00
<b>Total</b>	<b>28,687.60</b>	<b>35,978.05</b>	<b>49,370.23</b>	<b>0.00</b>	<b>114,035.88</b>	<b>96,846.15</b>

**Fund movement summary**  
**Selected period: 01 January 2021 to 31 December 2021**

<b>Fund</b>	<b>Fund balances brought forward</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Transfers</b>	<b>Gains and Losses</b>	<b>Journal Entries</b>	<b>Fund balances Carried forward</b>
<b>Unrestricted</b>							
General - General fund	37,206.40	100,447.13	126,510.02	17,544.09	0.00	0.00	28,687.60
<b>Sub-totals</b>	<b>37,206.40</b>	<b>100,447.13</b>	<b>126,510.02</b>	<b>17,544.09</b>	<b>0.00</b>	<b>0.00</b>	<b>28,687.60</b>
<b>Designated</b>							
Daily Bread - Daily Bread Food Hub	17,784.24	22,628.74	(1,987.07)	(6,422.00)	0.00	0.00	35,978.05
Education - Education	43.03	0.00	0.00	(43.03)	0.00	0.00	0.00
Social Enterprise - Social Enterprise Donations	10,436.94	0.00	0.00	(10,436.94)	0.00	0.00	0.00
<b>Sub-totals</b>	<b>28,264.21</b>	<b>22,628.74</b>	<b>(1,987.07)</b>	<b>(16,901.97)</b>	<b>0.00</b>	<b>0.00</b>	<b>35,978.05</b>
<b>Restricted</b>							
Daily Bread - Daily Bread Food Hub	27,512.94	59,096.34	45,373.93	(1,112.12)	0.00	0.00	40,123.23
Organ - Organ Fund	2,150.00	0.00	0.00	0.00	0.00	0.00	2,150.00
Social Enterprise - Social Enterprise Donations	0.00	55.00	525.00	470.00	0.00	0.00	0.00
Fabric - Fabric Fund	1,712.60	14,827.00	9,442.60	0.00	0.00	0.00	7,097.00
<b>Sub-totals</b>	<b>31,375.54</b>	<b>73,978.34</b>	<b>55,341.53</b>	<b>(642.12)</b>	<b>0.00</b>	<b>0.00</b>	<b>49,370.23</b>
<b>Totals</b>	<b>96,846.15</b>	<b>197,054.21</b>	<b>179,864.48</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>114,035.88</b>



**Analysis of income and expenditure**  
**Selected period: 01 January 2021 to 31 December 2021**

					Total	
	General	Designated	Restricted	Endowment	This year	Last year
<b>Incoming resources</b>						
<b>Incoming resources from generated funds</b>						
1010 - Planned Giving	53,432.67	0.00	0.00	0.00	53,432.67	51,101.00
1020 - Income Tax Recovered	9,226.38	0.00	0.00	0.00	9,226.38	25,062.61
1030 - Collections	3,750.50	0.00	0.00	0.00	3,750.50	2,105.14
1050 - Donations	5,248.57	165.28	0.00	0.00	5,413.85	5,931.95
3010 - White's Charity	0.00	0.00	12,827.00	0.00	12,827.00	7,750.00
3020 - Fabric Fund Donations	0.00	0.00	2,000.00	0.00	2,000.00	0.00
1040 - Social Events	2,921.10	0.00	0.00	0.00	2,921.10	1,137.50
1100 - Sale of Goods	26.80	0.00	0.00	0.00	26.80	49.00
1150 - Social Enterprise	120.00	0.00	0.00	0.00	120.00	12,822.07
<b>Incoming resources from generated funds Totals</b>	<b>74,726.02</b>	<b>165.28</b>	<b>14,827.00</b>	<b>0.00</b>	<b>89,718.30</b>	<b>105,959.27</b>
<b>Incoming resources from charitable activities</b>						
1055 - COVID Community Response Funding	0.00	723.91	53,748.26	0.00	54,472.17	71,459.28
1056 - Pandemic Donations	1,039.50	21,739.55	5,403.08	0.00	28,182.13	19,363.05
1070 - PCC Fees (Funerals, Weddings etc)	10,594.21	0.00	0.00	0.00	10,594.21	4,781.00
1080 - Lettings	8,744.45	0.00	0.00	0.00	8,744.45	5,920.25
1090 - Magazine Sales & Adverts	573.52	0.00	0.00	0.00	573.52	0.00
1110 - Refreshments	94.19	0.00	0.00	0.00	94.19	190.55
1120 - Memorial Plaques	3,711.00	0.00	0.00	0.00	3,711.00	903.00
1125 - Memorial Book Entries	50.00	0.00	0.00	0.00	50.00	25.00
1130 - Other Wedding Income (flowers, music, et	460.00	0.00	0.00	0.00	460.00	48.46
1135 - Heating Charges	0.00	0.00	0.00	0.00	0.00	70.00
1140 - Bible Reading Fellowship	86.25	0.00	0.00	0.00	86.25	59.10
1142 - Discipleship Income	307.99	0.00	0.00	0.00	307.99	95.00
1143 - Youth Work Income	60.00	0.00	0.00	0.00	60.00	187.30
<b>Incoming resources from charitable activities Totals</b>	<b>25,721.11</b>	<b>22,463.46</b>	<b>59,151.34</b>	<b>0.00</b>	<b>107,335.91</b>	<b>103,101.99</b>
<b>Incoming resources Grand totals</b>	<b>100,447.13</b>	<b>22,628.74</b>	<b>73,978.34</b>	<b>0.00</b>	<b>197,054.21</b>	<b>209,061.26</b>

**Cost of generating funds**

2275 - Bank/Card Fees	32.80	0.00	0.00	0.00	32.80	0.00
2280 - Stewardship Expenses	0.00	0.00	0.00	0.00	0.00	157.46
2190 - Social Event costs	1,181.73	0.00	0.00	0.00	1,181.73	237.75
2215 - Social Enterprise Costs	91.51	0.00	0.00	0.00	91.51	1,687.39
<b>Cost of generating funds Totals</b>	<b>1,306.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,306.04</b>	<b>2,082.60</b>

**Charitable activities**

2010 - Quota	74,427.60	0.00	0.00	0.00	74,427.60	75,081.60
2020 - Sacristy	820.62	0.00	0.00	0.00	820.62	843.55
2030 - Books & Other Service Support	380.09	0.00	0.00	0.00	380.09	335.76
2040 - Music Costs	1,049.93	0.00	0.00	0.00	1,049.93	455.40

2060 - ClergyTravel Expenses	1,159.42	0.00	0.00	0.00	1,159.42	606.90
2070 - Organist's Fees	3,270.00	0.00	0.00	0.00	3,270.00	1,635.00
2080 - Premises Costs	12,265.38	0.00	9,942.34	0.00	22,207.72	20,527.38
2090 - Light & Heat	8,540.40	0.00	0.00	0.00	8,540.40	4,341.05
2100 - Water Charges	56.16	0.00	0.00	0.00	56.16	245.82
2110 - Insurance	3,429.87	0.00	0.00	0.00	3,429.87	3,393.75
2120 - Telephones	1,302.18	0.00	0.00	0.00	1,302.18	1,250.02
2130 - Marketing and Promotion Costs	0.00	0.00	0.00	0.00	0.00	109.27
2131 - Bible Reading Fellowship costs	174.35	0.00	0.00	0.00	174.35	102.45
2132 - Discipleship Costs	440.70	0.00	0.00	0.00	440.70	209.20
2140 - Education costs	64.90	0.00	0.00	0.00	64.90	0.00
2145 - ClergyDevelopment	489.82	1,600.00	0.00	0.00	2,089.82	1,630.00
2150 - Young Church & Youth	1,146.78	0.00	0.00	0.00	1,146.78	143.12
2170 - Flowers	516.73	0.00	0.00	0.00	516.73	71.95
2180 - Memorial Plaques costs	662.50	0.00	0.00	0.00	662.50	362.50
2191 - Entertainment and Hospitality	1,459.80	0.00	0.00	0.00	1,459.80	895.57
2200 - Refreshments	0.00	0.00	0.00	0.00	0.00	125.89
2216 - Food Distribution Hub Costs	1,111.12	(3,587.07)	37,591.94	0.00	35,115.99	10,588.77
2230 - Parish Salaries & Wages	6,727.34	0.00	7,807.25	0.00	14,534.59	3,939.67
2240 - Equipment, Stationary, Postage	3,089.72	0.00	0.00	0.00	3,089.72	2,435.52
2242 - Digital Church	1,820.56	0.00	0.00	0.00	1,820.56	6,138.28
2250 - "Churches Together"	0.00	0.00	0.00	0.00	0.00	400.00
2260 - Christian Copyright Licence	576.01	0.00	0.00	0.00	576.01	484.97
2270 - Professional Fees	222.00	0.00	0.00	0.00	222.00	84.00
3030 - Fabric Expenses	0.00	0.00	0.00	0.00	0.00	5,031.12
<b>Charitable activities Totals</b>	<b>125,203.98</b>	<b>(1,987.07)</b>	<b>55,341.53</b>	<b>0.00</b>	<b>178,558.44</b>	<b>141,468.51</b>
<b>Resources used Grand totals</b>	<b>126,510.02</b>	<b>(1,987.07)</b>	<b>55,341.53</b>	<b>0.00</b>	<b>179,864.48</b>	<b>143,551.11</b>

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 1. Accounting policies

#### a. Accounting Convention

The financial statements have been prepared in accordance with the Church Accounting Regulations together with the current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS102.

The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at market value and the revaluation of fixed assets. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

#### b. Funds Accounting

##### **Funds held by the PCC are:**

*Unrestricted funds* - general funds which can be used for PCC ordinary purposes

*Designated funds* - monies set aside by the PCC out of unrestricted funds for specific future purposes or projects.

*Restricted funds* - a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest; b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

#### c. Incoming resources

All incoming resources are accounted for gross.

##### ***Voluntary Income***

*Collections* are recognised when received.

*Planned giving* receivable is recognised only when received.

*Income tax* recoverable on Gift Aid donations is recognised when the Gift Aid claim is made

*Grants and legacies* are recognised when the PCC is legally entitled to the amount due.

##### ***Income from investments***

Interest entitlements are accounted for as they accrue.

##### ***All other income***

All other income is recognised when it is receivable.

#### d. Resources used

Resources expended are accounted for on an accruals basis and are accounted for gross.

##### ***Grants***

Grants and donations are accounted for when paid over, or when awarded where the award creates a binding obligation on the PCC.

##### ***Church Activities***

The diocesan parish contribution is accounted for when paid and provided for in these accounts.

#### e. Current Assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown a debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit at the bank

### 2. Staff costs

#### a. Wages and salaries

During the year the PCC employed a part-time parish administrator, however the administrator was furloughed for part of the year under government provision as a result of pandemic restrictions. The parish Administrator received full wages during furlough

During the year the PCC employed a curate, Lisa Whymark.

The PCX have paid PAYE and NIC for both employees.

#### b. Payments to PCC members

As the parish administrator, D Shaxon, was paid £7534.72 net (2020, £7,313) during the year.

Terry Hayden was paid £860 in respect of vergers duties.

Lisa Whymark was paid £7,518.20 net as Curate  
Adrian Thompson was paid £3,580 in respect of organist fees.

There were no other disclosable transactions in respect of PCC members, nor persons closely connected to them, nor other related parties.

## **INDEPENDENT EXAMINER'S REPORT TO THE PARISH OF HUTTON PCC**

I report on the accounts of the PCC for the year ended 31 December 2021

### **Respective responsibilities of trustees and examiner**

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- Examine the accounts under section 145 of the 2011 Act;
- Follow procedures laid down in the general directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit and consequently I do not express an opinion on the accounts.

### **Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- a. to keep accounting records in accordance with section 130 of the 2011 Act; or
- b. to prepare accounts which accord with these accounting records have not been met; or

(2) to which, in my opinion, attention should be drawn to in order to enable a proper understanding of the accounts to be reached.



Mrs Carole Payne,  
5 Coleridge Walk,  
Brentwood,  
Essex,  
CM13 2RT

Dated: 24/02/2022