

# The Parish of All Saints with St Peter, Hutton 2023 Annual Parochial Church Meeting



Sunday 28<sup>th</sup> April 2024: 11am, St Peter's Hutton

# **THE PARISH OF HUTTON**

## **AGENDA**

For the  
Annual Parochial Church Meeting

To be held on Sunday 28<sup>th</sup> April 2024  
At St Peter's Church, Claughton Way at 11.00 am

The meeting will begin with prayers.

1. Apologies for Absence
2. Election of Churchwardens
3. Minutes of 2022 APCM held on 26<sup>th</sup> February 2023
4. Matters Arising
5. Election of PCC members
6. Hutton Parish Annual Report, Financial Report and Annual Accounts for 2023
7. Appointment of Independent Examiner
8. Fr. Andy's Address
9. Date of next Annual Meeting: Sunday 4<sup>th</sup> May 2025, 11am
10. Date of first PCC Meeting: Thursday, 16<sup>th</sup> May 2024

## **THE RECTOR'S REPORT**

Dear friends,

Thank you for taking the time to read this report showcasing the life of Hutton Parish in 2023. It's always a pleasure to write this each year, as it allows me (and hopefully you) to step back and see part of a bigger picture in how God is moving in his world. I hope we might be able to see the small part we have all played in the life of Christ's Kingdom, as we have faithfully gone about our mission and ministry.

It would be fair to say the 2023 brought many joys and challenges to the parish. For me, the challenges were mainly brought about due to the exceptional level of need placed on us by Brentwood Deanery, with 4 major vacancies that needed different levels of priestly cover, pastoral support and managerial input. My additional role as Area Dean meant that I was handed a lot of these tasks. Our large parish clergy and ministerial team meant that it was our duty to share our resources and support. This ensured our brothers and sisters across the Brentwood Area were supported in leading sacramental worship throughout the year. However, being away from the parish for multiple Sundays in a month is always something that will frustrate and take its toll on me personally, the fact that this all happened without the support of an Archdeacon or Area Bishop for most of the year only added to the tiredness and stress levels! With my responsibilities toward the 3 parish curates, it wasn't a surprise when my doctor told me to take some time off in April and May. It's been a lesson in capacity and one I'm not keen to repeat anytime soon. I am grateful to the clergy team in the parish who covered for me when I was away and were also willing to head out into the wilds of the deanery to take services in other churches too. I'm also thrilled to now be working with the new Archdeacon of Chelmsford, The Venerable Jonathan Croucher and the new Bishop of Bradwell, The Right Reverend Adam Atkinson, who took up their roles in the last quarter of the year.

As ever my thanks go to: Fr Tony, Revd Lisa, Revd Deacon Alice, Revd Sue, Tino To, Chris Thomas, Faye Gosling, Jason Manning, Natalie Slater, Lynn Rae, Adrian Thompson, Kevin Lim, Eve Byles, Derek Bevans and Annie Bayley for their hard work in leading so many key areas of our ministry. Particular recognition also needs to go to your Church Wardens: Terry Hayden, David Morten, Dawn Shaxon, June Sykes and Michelle Yarwood.

My gratitude also extends to the many volunteers who help lead our Children's and Youth ministries, the Pastoral Team, PCC and its variety of committees, the café and food hub volunteers, the Safeguarding Team, the Audio-Visual Team, and anyone who has given of themselves to support the work of the parish churches in any way. My thanks also go to the congregations for their generosity in giving and supporting the ministry we offer here.

Highlights of the year include seeing the continued growth of the 9.30am service, the redecoration of St Peter's, the Churches Together Easter Sunday Praise service, taking half a dozen candidates to join in with the Deanery Confirmation Service at St Peter's South Weald with Bishop Lynn Cullens (The Bishop of Barking), the summer Flower Festival at All Saints, hosting the Bradwell Area Ordination of Priests in September at which our parish curate Revd Sue Goldsmith was ordained by Bishop Guli, The Harvest Supper and Quiz night, and the bumper congregations at the Easter and

Christmas services, not least the Beer and Carols event which saw 150 people squeezed into St Peter's hall for a night of festive revelry. I was also thrilled to be able to host 12 people at St Peter's on Christmas Day for a home cooked Christmas lunch (thanks to Deacon Alice for that!).

Once again, we have been able to meet our full Parish Share payment (circa £90,000), as well as continue to pay 4 members of staff. I am grateful to all of you for your generosity.

Once again, I must ask you all to review your giving for 2024 as costs continue to remain high. As I say every year, 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"** – the Direct Debit programme that allows you to donate monthly, that also collects the Gift Aid for us automatically, ensuring we can budget for the year. The Scheme 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" and watch out for the upcoming 2024 summer teaching series on giving.**

I also hope to take both churches through a review in 2024, as this marks the 7-year point in my time here as Rector. There will be an opportunity to play your part in helping to set some vision for the coming years as we deal with the discipleship needs of a growing church and look at how we continue to offer modern sacramental worship, teaching, alongside vocational and missional opportunities.

With every blessing,

**Fr Andy Smith**  
**Rector**

### **ELECTORAL ROLL**

There are 172 on the Church Electoral Roll, of which 43 are not resident in the Parish. 4 names were removed.

**Christine Bennett**  
**Electoral Roll Officer**

### **PCC**

The full PCC met six times during the calendar year, with an average attendance level of 80%. Committees met additionally in between and reports providing updates from those meetings were received by the full PCC; and discussed where necessary.

Bishop Guli launched 'Travelling Well Together' from the Diocese as a method to consider opportunities of mission and service in local parishes. Sarah-Ann Robbshaw presented to the PCC in connection with her Pastoral Assistant training on her placement experience with the street pastors

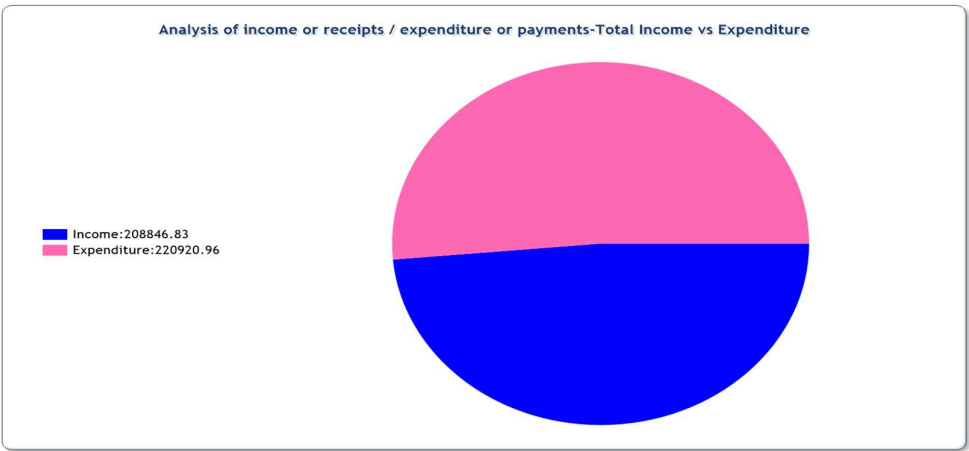
in Billericay. St Peter’s Church was refurbished, and All Saints’ Church hosted the Flower Festival in summer drawing new people to visit. A real blessing is that our parish now has further provision for youth supporting 0-18y olds in the crucial role of nurturing our young people for the future.

**Faye Gosling**  
**PCC Secretary**

**TREASURER’S REPORT**

I am pleased to share the financial accounts for 2023, which have been examined and were presented to the PCC on 21 March 2024.

The accounts paint a picture reflective of the activities of the Parish.



**Income**

Income from Giving rose 12%, to £81,038. Given growth in congregation size this is perhaps lower than expected and we should look to apply more focus in this area and especially to encourage those who give to do so via the Parish Giving Scheme, if not already doing so.

Income across most areas rose in 2024, including that derived through our strong ministry team (weddings and funerals up by 55%) however income from grants fell significantly leading to a slightly distorted position. Whilst income over the period fell by £8k, in real terms, when excluding grant income, it rose by £28.2k (18%).

**Expense**

Our non-discretionary costs which include quota, sacristy, service support, music and organist, clergy and utilities have all broadly increased with expectations but significant reductions in funds spent on music apparatus together with the receipt of an energy support grant have helped keep costs broadly neutral.

We increased spend on youth by a third in 2023 but given the growth in our youth provision and numbers attending I would suggest this needs to have greater investment in the forthcoming period.



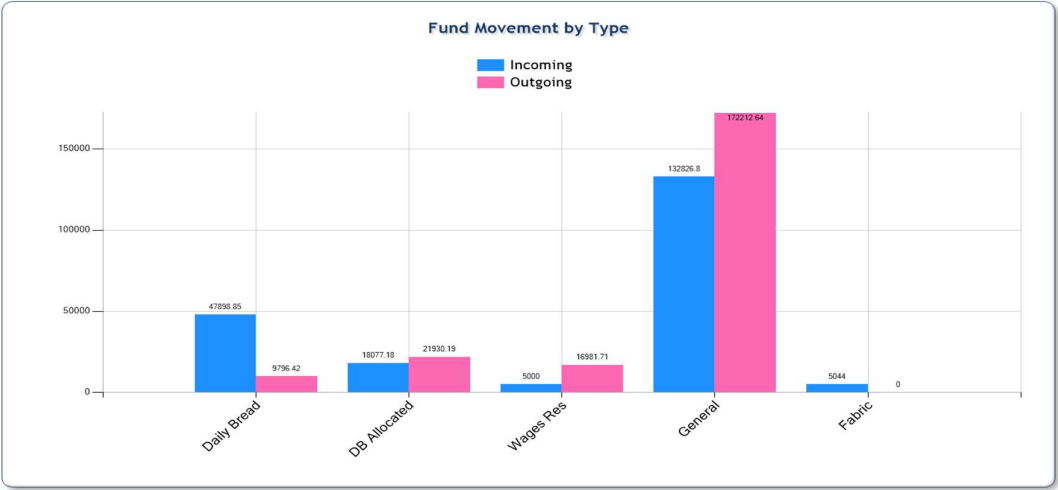
Daily Bread spent £31.67k on direct spend from restricted funds, as well as allocating funds to wages, however we expect more allocation of Daily Bread restricted funds in the forthcoming period, and specifically on allocation to wages.

**Funds**

The balance sheet shows a healthy position in designated funds (those monies generated from our missional activity, significantly Daily Bread) and in restricted funds (Fabric, Wages and Daily Bread). However, we can also see a significant deficit (-£37k) on General Funds. This deficit in prior years has been cleared with a year end fund transfer from either restricted funds (where justified) or from designated funds which are treated as unrestricted.

Presenting the figures prior to these adjusts as we did for the 2023 accounts provides a more accurate representation of the Parish’s finances as it clearly shows that our missional activity supports the activities of the Parish. Income derived through Daily Bread and our broader mission activities, far from being a financial crutch to the Parish, happened because of the presence of the Church, serving the community of Hutton, with a Church which is growing (evidenced by the varied reports), attracting a rich and diverse ministry team and being a very visible presence of Christ working here in Hutton. The relationship between what is termed in the accounts as ‘generated funds’ and ‘charitable activities’ is no better articulated than by this funding representation.

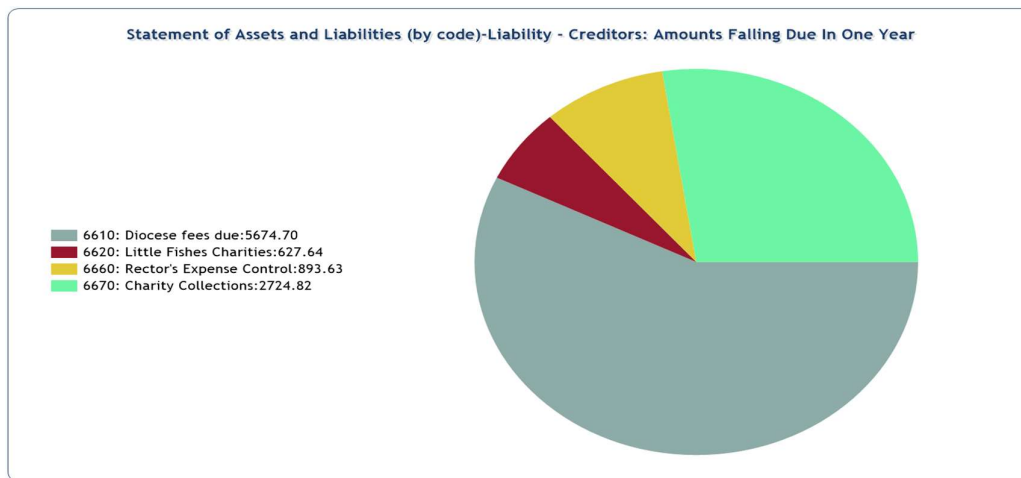
The PCC has however approved the proposal to clear the deficit on general funds for the period beginning 2024 by a transfer from Designated funds, so as not to carry the position forward.



**Outlook for 2024**

In 2024 we will complete our full migration to a receipts and payments model by removing the funeral directors account in preparation for a new treasurer being appointed.

All liabilities as at the end of 2023 have been paid as at the date of this report, with the exception of Little Fishes who carry a balance forward.



We will look to spend more of daily bread restricted funds, specifically with a view to undertaking more budget setting and planning activity not least to ensure we are able to continue to meet our obligations to our employees.

As mentioned already a giving campaign is to be run in 2024 with emphasis on giving efficiently and helping new members know the options for giving.

#### *Final words*

The work of the Parish is a delight to see but it draws on many resources including those who toil behind the scenes; the people who count the collections, invoice wedding couples, administer the budgets, set up the card machines, pay the invoices, do the banking, the finance team, the administrators, the stewardship officer, the examiner. It's a real team effort and I want to thank all those involved.

As your Treasurer, it's my job to ensure the money is accurately recorded, ensure the right financial controls are in place and to report. But what I observe as the true wealth of this Parish cannot be measured in monetary terms, I am truly thankful to the Lord for providing and gracing us with the many gifts we have received.

**Jason Manning**  
**Parish Treasurer**

#### **FINANCE COMMITTEE**

The committee comprises seven members representing both St Peter's and All Saints churches as well as Daily Bread. Of these members, one is Chair, one is Secretary, one is Gift Aid Co-ordinator. The Treasurer is also a member of this committee, as is the Rector.

The PCC Finance Committee met six times in 2023 on a bi-monthly basis. The committee received updates from the Treasurer on the funds available and any recent significant expenditure and income. It received brief details of any planned spending from the churchwardens, Daily Bread and the Personnel Committee. It also received details of energy contracts for both churches and

approved renewals at the appropriate time. It assesses the impact of any planned expenditure on the funds available and will approve or request further information on any proposed expenditure. The committee monitors the payments of parish quota to the Diocese and are pleased to report that the 2023 quota of £89,000 was paid in full.

The committee is keen to encourage planned giving to plan for budget expenditure and, wherever possible, to request that giving is gift aided to increase income by 25%, which is received from HMRC at no additional cost to the donor. The PCC has joined the Parish Giving Scheme (PGS) which simplifies and speeds up the administration involved in applying to HMRC for gift aid and receiving payments from them. We encourage all those who donate financially to the church to seriously consider gift aid and signing up for PGS. Further information on this is available from the parish office or any member of the Finance Committee.

Finally, on behalf of the PCC we wish to thank all who have made donations to the church as their generosity enables us to continue the ministry of this church in our community and further afield.

**Lynn Rae**  
**Chair of PCC Finance Committee**

### **PERSONNEL COMMITTEE**

The PCC Personnel Committee met in March, July and September 2023.  
Terms of reference for this committee were reviewed and agreed by PCC.  
Contracts for staff members were reviewed or written and agreed.  
Staff pension provisions were put in place, as required.  
Annual pay increments for staff were proposed and agreed by Finance Committee and PCC.  
A Discretionary Leave of Absence Policy and an Employee Privacy Policy have been approved and adopted.

**Lynn Rae**  
**PCC Personnel Committee**

### **BRENTWOOD DEANERY SYNOD**

Deanery Synod met four times during 2023, at Christ Church Warley, St Francis West Horndon, St. Paul's Bentley Common, and St Mary's and St Edmund's Ingatestone.

Meetings were chaired by the Lay Chair, Canon Paul Betts and by Father Andy Smith, Area Dean of Brentwood. Dawn Shaxon was Deanery Secretary, the other Hutton Parish representatives being Tino To and John Patterson.

Synod and guests heard four presentations from guest speakers:

- January 2023 – The Very Reverend Nicholas Henshall, Dean of Chelmsford Cathedral.
- April 2023 – Revd Dan Pierce, from Chelmsford Deanery, speaking about creative community prayer.
- July 2023 – The Rt Reverend Guli Francis-Dehqani, Bishop of Chelmsford, speaking about "Travelling Well Together."



- October 2023 – Michaela Southworth, CEO of Chelmsford Diocese, talking about Parish Share and diocesan finances.

**Fr Andy Smith**  
**Area Dean of Brentwood**

### **ALL SAINTS' CHURCH**

A fresh start for 2023 was given to the church with the annual font cover inspection, cess pit emptied, gutter cleared, and lightening conductor checked. The alarm inspection by Chubb showed the old wiring had deteriorated through damp which was why the alarm kept going off - this was rectified. The organ was retuned. The church is cleaned every Friday morning by volunteers on rota.

Masonry bees living in the top of the chimney kept getting into the priest's vestry, and, unable to find their way out, died in their hundreds. After the bees we had wasps coming into the nave and annoying everyone - these were treated successfully by pest control.

The lime tree branches overhanging the large east window were cut back by the Council who are responsible for maintaining the church yard. A small hardworking group of volunteers also help clear, tidy and plant up the church yard.

All Saints' School, Year 4 made their usual annual visit. Over a sunny weekend in June the church held a very successful flower festival with a team led by Revd Sue Goldsmith. Chris Thomas continued her Quiet Days in the church, always well attended for those seeking some peace.

Services held include Door Chalking; one led by Canon Dr. Paula Gooder (the Canon Chancellor at St Paul's Cathedral); the Ash Wednesday Eucharist; Carols by Candlelight with 131 in attendance; a Memorial Service in November attended by 50 people each with a candle to place in the candle holders up at the altar - a moving sight when the lights were turned low. The Remembrance Sunday service was led by the Royal Air Force Air Cadets, and they also led The Battle of Britain Sunday service both presided over by Chris Thomas. The Blessing of the Bags took place at the end of the summer holidays.

During the year there were:

Baptisms: 10  
 Weddings: 8  
 Renewal of Wedding vows: 1  
 Funerals: 7  
 Interments: 34

**June Sykes and David Morten**  
**Church Wardens**

### **ST PETER'S CHURCH**

Following the previous years Quinquennial Inspection of the Buildings and electrical Installation, we have continued to undertake the maintenance and improvements that were recommended.

All damaged or inadequate guttering has now been replaced. The lighting in the food hub has been improved with more efficient fittings.

A defibrillator has been fitted to the outside porch wall.

The most significant undertaking was the redecoration of the Porch and Church space and the replacement of the worn carpet.

We hope to continue redecoration and improvement next year with replacement flooring to the food hub area and Daily Bread Office.

St. Peter's hall is home to the Daily Bread Café four days a week, operated by volunteers, serving drinks and snacks at low prices. and providing space for community groups such as Peabody and the Blue Flower Group, and also social groups such as the Knitting Circle, Craft Group, Colouring Club and the Gardening Group. Following the closure of the Shenfield branch of Barclays Bank, a representative of the bank is available here twice a week to give advice to customers.

The Food Hub is still in operation six days a week, collecting and distributing food to the local community.

Discipleship events and activities are ongoing. The Bible Study Groups meet regularly and are very well supported. This year we offered a Pilgrim Lent Course on the Lord's Prayer. The Advent Course was "Preparing the Way", Reflections and Worship for Advent using Scripture and Art.

Men's Prayer Breakfast meets once a month, and the E. Asian Church Group has hosted several events including Qi Gong sessions.

Our Church Primary School, Hutton All Saints', holds its Festival Services with us at Easter, Harvest, St Peter's Day and Christmas. For the first time school eucharist services were held here. We regularly host Prayer-Space Days and Christingle workshops.

Brentwood Schools Christian Workers Trust use the Church for their Christmas and Easter sessions with local Primary Schools

Special services this year included a service of Evensong for the Coronation of King Charles the Third, which was attended by over a hundred people. We welcomed Bishop Guli to Morning Prayer and breakfast in the Café as she embarked on her Lenten walk in the Deanery. We were also delighted that the Service of Ordination of Priests was held at St. Peter's in September, the church was full of 250 people in the congregation or robed.

On Christmas Eve we welcomed 190 people to the Nativity & carol Service, and 98 to Midnight Mass.

Sunday morning worship at St. Peter's consistently has a large congregation with people of all ages including young families and children attending Young Church. We regularly record numbers of over 75 adults and 20-30 children. We are able to offer a variety of different worship, including Sunday Evening Contemporary Evening Worship Services, Stations of the Cross during Lent, "Rooted Recharge" evenings and the recently introduced 'Seek' Prayer services.as well as Sunday Morning Eucharist and Morning Prayer on-line and in the Café.

Social events have included a Harvest Curry and Quiz Night, Christmas Fayre and the hugely popular Beer & Carols celebration. All were very well supported.

Organisations and individuals have also used our premises for their own social and fundraising events.

St. Peter's is blessed with a large number of volunteers and people who work hard behind the scenes to ensure that the work and worship of St. Peter's Church continues. Thank you to all those who work so hard to make it happen.

**Dawn Shaxon, Terry Haydon and Michelle Yarwood**  
**Church Wardens**

### **SUNDAY CHILDREN'S CHURCH**

Attendance over the year has been high with up to 30 Children in attendance some weeks. Average attendance was usually around 15 children.

The children still register in the foyer and the new badge system started last year has speeded up this process. Registration documents are held securely in the church office prior to and after entry onto the attendance data sheet.

The Children's Church Team was developed in 2023. The team now has a regular monthly week that is their week for planning and delivery (ex. First week of the month, second week of the month) this has made planning events outside church easier for the volunteers – it is hoped this will reduce absence and/or session swapping, therefore reducing stress. The work of new leaders and helpers has made the organisation of the sessions, and we are benefiting from a range of skills the volunteers have - for example we have an additional two qualified and experienced primary teachers on the team.

### **Training and Personal Development**

In house training has been carried out and has proved very successful. The session was well attended, and feedback showed the team felt more confident and united in their planning and understanding of expectations. The change in the WhatsApp group to include everyone and not just leaders has made communication much easier and built a feeling of inclusion in decision making.

The Team continues to use the Journey Together material for inspiration and planning but are now confident to include a greater range of their own ideas.

**Revd Sue Goldsmith**  
**Parish Curate**

### **YOUTH MINISTRY**

Attendance at the Youth Group has been good across 2023. Since September 2023 there has been an influx of new members from year 6 and again more young people joining after Christmas 2023.

Some of the older members, who should have left Youth Group now because they are in Year 10, have asked if they can still come and this has been allowed. Although the new Older Youth Group should now provide for their needs in 2024. This will be led by Fr Andy and Revd Deacon Alice at the Rectory.

There have been some lovely days out and activities involving parents, carers and siblings, and this shall be repeated in 2024. For example, the family picnic in the park where 14 children and many

parents and siblings attended. This event was open to the year 6 children interested in joining so they could meet the group prior to the September start.

We also attended The Solid Festival at Stubbers Outdoor Centre, and organised by Scripture Union, Red Balloon Foundation, Kick London and the Diocese of Chelmsford. This was attended by 14 youngsters and 3 leaders for the day.

### **The Team**

There are now 5 leaders which has made planning and running the evenings much more effective. There is shared responsibility for running the evening and the activities are shared to meet the skills of the team and the needs of the session.

**Revd Sue Goldsmith**  
**Parish Curate**

### **LITTLE FISHES**

The Little Fishes Toddler Playgroup is an integral part of the Children's Church team, aimed at attracting young families and caregivers with babies to preschool toddlers. Our primary objective is to reach out to the community through play and create an environment where everyone feels welcomed with God's love. This annual report provides an overview of our activities, achievements, and partnerships during the past year.

The Little Fishes group has consistently attracted a regular attendance of between 30 and 40 children, often reaching our maximum capacity of 45 for safety reasons. We actively engage with and listen to adults, including mothers, grandparents and childminders. By creating a welcoming and inclusive atmosphere, we strive to meet the needs of all attendees, especially those who are new or attending alone.

The leadership team of the Little Fishes group consists of Annie, Sheryl and Marion, who meet twice per term to reflect on our progress and plan weekly topics and activities. In addition to the leadership team, we have ten dedicated individuals who provide additional support and cover for sickness. Each member of our team has specific responsibilities, ensuring the smooth operation of the playgroup and refreshment. We also prioritise the safety of our staff and attendees by ensuring that all team members are safeguard trained, and relevant information is stored securely in an online folder with restricted access.

To improve the playgroup experience, we purchased a new large padded "baby mat" that facilitates circle time activities and provides a comfortable play area for babies. We prioritise cleanliness and organisation by regularly cleaning and arranging toys, ensuring proper use and storage in the side chapel. Polite notices are displayed to remind everyone to consume their food in the cafe area and not within the church premises, maintaining cleanliness and respect for the Church.

We kindly request a donation of £3 per family, with £2 allocated to Daily Bread and £1 to a charity chosen by the Little Fishes group. In 2023, we made a donation of £100 to Daily Bread's harvest food cupboard appeal and £400 to their Christmas Food Hamper initiative. By collaborating with external organizations such as Homestart, Citizen Advice, Community Connect, and Active Essex, we aim to provide additional services and support to the community beyond our regular playgroup activities.

The Little Fishes Babies and Toddler Playgroup continues to thrive as a vital part of the Children's Church team, connecting with the community through play and spreading God's love. We are grateful for the consistent attendance, active engagement, and support from our dedicated team members and external partners. As we move forward, we remain committed to providing a safe, inclusive, and nurturing environment for young families and caregivers.

**Annie Bayley**

**On behalf of the Leadership Team**

### **MINISTRY IN SCHOOLS**

2023 saw the parish actively engaged in leading worship, teaching and pastoral support in the life of Hutton All Saints School. Fr Andy, Revd Lisa and Revd Sue led worship on Wednesday mornings each week, alongside running a prayer group and assisting with the RE curriculum and "The Big Questions." The church also hosted services led by each year group and three Prayer Space Days as is our usual practice. A number of PCC members continue to act as trustees on the governing body of the school. We also led 3 full school Eucharists in the hall and had a joyful Prayer Space Day teaching on and making Christingles in late November.

We have continued to build on relationships with both Willowbrook and Long Ridings Schools. St Peter's hosted the 'Easter Cracked', 'Christmas Unwrapped' and 'Moving on UP' sessions led by the Brentwood Schools Christian Workers Trust.

Fr Andy continues to serve as a chaplain to Becket Keys Church of England Secondary School in Brentwood and has joined the governing body. This has led to increased opportunity to lead worship in the school. Fr Andy also hosted Bishop Adam in a tour of the school in December.

**Fr Andy Smith**

**Rector**

### **ROOTED COMMUNITY**

#### **There have been some changes to the Leadership Team in 2023:**

*Revd Lisa Whymark and Linda Haslam* stepped down to focus on their wider responsibilities in the parish, and with their family and workplace. We're grateful for all they contributed throughout their time and appreciate their ongoing support and prayers.

*The Leadership Team now comprises:* Rev Deacon Alice Smith, Natalie Slater, Tracey Jenkins, Elspeth Morten, Eve Byles, Frances Annobil, Annie Bayley.

Our Facebook group currently has 191 members (*195 in January 2022*), and our fortnightly email newsletter goes out to 110 people.

**2023** was a year of refocus and reviewing, alongside maintaining our regular touchpoints as a community on Wednesday and Friday.

**The Leadership Team's** pattern of meeting twice a term - once for an evening meeting over a meal and once for a retreat morning out of the Parish - has given us time to plan and pray and to reflect on each term.

We undertook a **survey** of the Community in **November 2023**, to understand the ways in which people would like the community to develop, the patterns of meeting which worked best and improvements to be made.

**Rooted Lunch** on Fridays regularly welcomes 12-20 women for a simple soup lunch, offering space for connection and sharing stories of life, highs and lows and an opportunity to pray together.

In **September**, we moved these Friday gatherings to St Peter's Hall on a fortnightly basis. This has given us space to spread out and expand (at the Rectory, we often overspilled the downstairs!) and add in a regular Bible study element whilst also freeing people up in the between weeks.

Our Friday gatherings have worked through Pilgrim: Commandments and continue to use Lectio 365 app and other resources to shape our conversations and prayers for ourselves and the world.

Our monthly evening gathering - **Rooted Recharge** - seeks to be an oasis in the busyness of life, with space for connection, worship, discussion, and prayer. We usually see around 20-25 women join us at St Peter's, but we also held two evenings at All Saints Church in May and September.

We took a pause during Lent and Advent and encouraged people to join with the respective Parish courses. Through the year we were able to complete a study on Paula Gooder's Women of Holy Week, consider several Psalms together and welcome guest speakers to join us.

During Lent 2023, we took part in 10000 steps **a day challenge**, raising money for various charities, walking together, cheering each other on and (hopefully) getting fitter in the process!

In November 2023, our Facebook group hosted a **#liturgyofthesmallthings**, taking over our little corner of the internet and flooding it with the goodness we find nestled in the middle of our everyday lives. We posted pictures, shared stories, and cultivated a habit of paying attention together to discover God's abundance right where we are.

We gathered in the Rectory Garden in July for a **Garden Party**, enjoyed a **Curry night** in October and a **Bring and Share lunch** in December.

Various members of the Community hosted gatherings in the summer break, bringing people together in smaller groups in different homes and venues.

A small number attended **Be Conference** in Chelmsford in March, went to hear **Kate Bowler** speak in London and joined together in trips to the theatre and cinema.

In **2024** we're continuing to gather regularly, welcoming women of all ages and stages of life and faith. We love to draw in new members, those who are on the fringes of church or who are keen to get to know new people. Many of the Community serve the Parish widely through involvement with Daily Bread, Little Fishes, Children's and Youth Ministry on Sundays and we see that as part of our 'deeper purpose'.

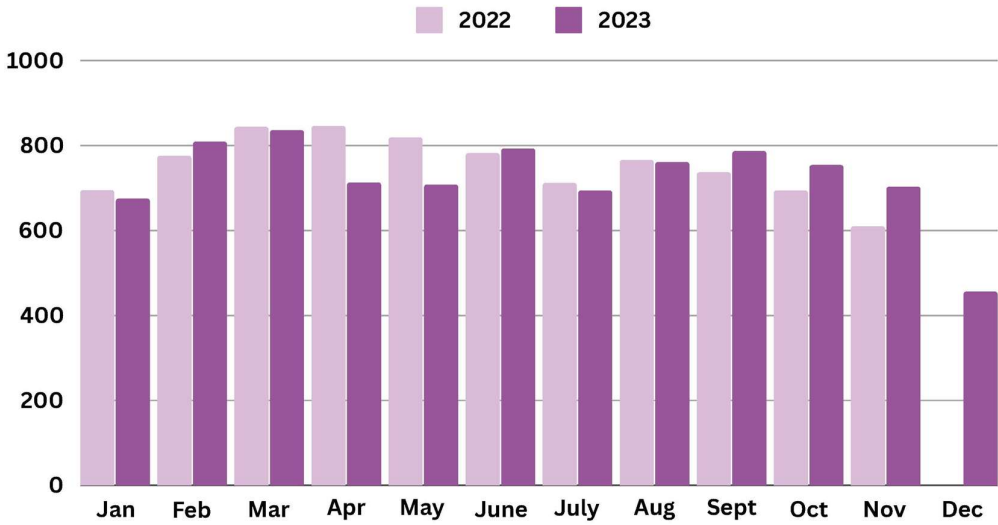
We thank God for our continued growth and ongoing support from the Ministry Team.

**Revd Deacon Alice Smith**  
**on behalf of the Leadership Team**

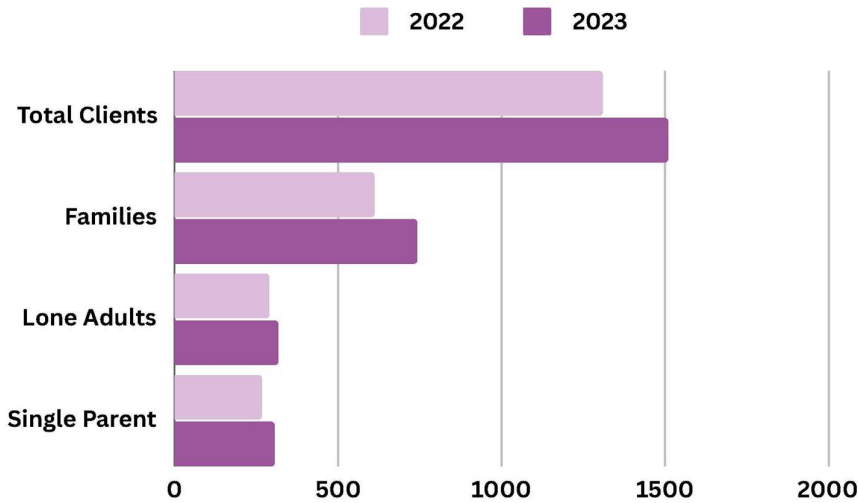


**DAILY BREAD AND COMMUNITY MINISTRY**

**Recorded Food Hub Family Daily Collections**



**Clients on Database**



## Number of Active Volunteers

2022 = 237

2023 = 155

*Please note the reduction was due to archiving volunteer from the Covid period (2020/21)  
Over 40 new volunteer joined DB operation during 2023.*

Partners of Daily Bread	Friends of Daily Bread
Peabody Barclays Bank Blue Flower Dementia Group Visually Impaired Group Christians Against Poverty Essex Police Citizen Advice Bureau Brentwood Community Tree Essex Child & Family Wellbeing Service United In Kind SEN Support Community Connect Trailer	Billericay Food Bank Rotary Clubs St Georges Church Co-Op Willowbrook School Brentwood School Friends of Essex Homeless Brentwood Borough Council Hopefield Animal Sanctuary Bupa UK (Hutton Village Care Home) Chicken & Frog Book Shop Hutton Cricket Club Brentwood Belles W1 Hutton All Saints School SNAP Brave S.M.I.L.E. Manna Meals Long Ridings School Shenfield School St Martin's School Lighthouse Furniture Project Santhem Homes CVS Brentwood Golf Club Brentwood Mayor

## Supermarket Collections

Foodiverse are the third party for 50% of the supermarket collections. Since March 2021 their data shows:

**6,931 collections**

**497,714kg of collected food, equating to 1,244,778 meals**

**1,582,061kg of CO2 savings**

Daily Bread use Neighbourly for the other 50% of supermarket collections, therefore we can guesstimate 14,000 supermarket collections, equating to just under 2.5 million meals.

We continue to reduce our wastage as Hopefield Animal Sanctuary collect any leftovers from the Food Hub weekly.

## Projects 2023

- Additional engagement in the Cafe
  - Mindfulness Colouring Club
  - Morning Prayer & Lent Course
  - Cafe Bible Study
  - Gardening Club
  - Knitters Club
- Christmas Hamper Project - 2022 = 175 / 2023 = 203 Hampers distributed
- Fundraising cafe events (Brave, MacMillian, Mothers Union, Remembrance)
- Hutton Community Fun Day (Aug. 23)
- Youth Outreach
- Safeguarding Training for Volunteers
- Holiday Hunger inc. activities
- Volunteer Summer BBQ & Christmas 'Thank You' party.
- NHS Auditing & NHS Social Prescribers
- PR Presentations

## **Finance**

Grants secured in 2023: **£48,893.84**

Balance b/f for 2024: **£47,617.90** (*Allocated £34,910.67 Restricted £12,707.23*)

## **2024 Projections/Projects**

- New laptop purchased & updated functionality of the Daily Bread Database. Extra data is being captured from January 2024 to include (benefits/disabilities/65+) to enable specific Grant Applications). This will be ongoing throughout 2024 collecting data.
- Monies recorded from the Cafe weekly.
- We predicted the Hub to continue on the trend shown above, this is due to Cost of Living.
- Monthly reports being generated to evaluate the operation.
- Focus on Morning Prayer Cafe Sessions & Lent 2024 Course
- Future projects in discussion (Hamelin Trust & Digital Inclusion)
- Refurbishment of Food Hub & Daily Bread Office

**Revd Lisa Whymark**

**Parish Curate and Community Outreach Worker**

## **PARISH MUSIC AND SUNG WORSHIP**

Music and sung worship have continued to be integral to a busy programme of services and activity at both our churches in 2023.

Central to this, of course, are the weekly services at both churches - the regular Holy Communion and Morning Prayer services, and the CEW services, all offering a wide range of musical styles to compliment the themes and context of the services.

Thanks must go to our regular singers - Revd Deacon Alice, Tracey Jenkins, Katie Johnson, Bronwyn Prior, Jan To, Tim Barfoot, Eve Byles, Linda Perry, Kevin Lim, Mike Briggs, David Morten and John Patterson. We were also delighted to introduce a new singer to our group - the warmest of welcomes to Joyce Hogarth.

Thanks also to our accompanists - Eve Byles and Kevin Lim at St Peter's and Derek Bevan at All Saints.

Our singers and musicians were pleased to support some special events during the year. On Good Friday the Tenebrae service at All Saints featured sung and instrumental music by a diverse range of composers including Rachmaninov, Duruflé, Fauré and Will Todd. The service at St Peter's commemorating the new King's coronation included music by William Walton and Louis Vièrne and in November's memorial service at All Saints our singer's performed music by Bob Chilcott

Christmas was a busy time for our musicians as always, providing musical support across a wide range of services and events including a special Seek Worship service at St Peter's, Beer & Carols and at a packed All Saints our singers sang anthems at Carols by Candlelight including works by John Rutter, Will Todd and Howard Goodall

As always, we should be delighted to hear from anyone who would like to join our singing group. Do please let Adrian know if you are interested.

**Adrian Thompson**  
**Organist**

### **PRAYER AND SPIRITUALITY**

I am pleased to report on some of the quieter and meditative ways for prayer within the parish at both All Saints and St Peters.

In **Lent** last year we met on Wednesday evenings following Ash Wednesday to continue the pilgrimage through this penitential season following in the footsteps of Christ as we walked, in mind and heart and spirit, and prayed in semi-darkness the last journey of Christ to Golgotha and the tomb as we awaited the light and life of Easter.

For the last time we used the **Stations of the Cross** at St Peters painted by the Benedictine Nuns of Turvey Abbey. I say for the last time as they had to be removed from the walls later in the year prior to the much-needed redecoration of the main church.

It was not possible to repeat the Wednesday evenings in **Advent** to pray and reflect on the great **O Antiphons** (in the ancient monastic church prayed on the eight days prior to Christmas around the Magnificat at the Evening Office) These great O's map out the names with which the coming Emmanuel – the God-with-us of the Nativity were addressed. They are God as Wisdom, as the Adonai, as the Root of Jesse, as Key of David, as Star of the East, as King of the Nations, as Emmanuel – and the 8<sup>th</sup> which may be included to honour Mary, the Mother of God.

However, I was pleased to be asked to give a rather shortened version for the Mothers Union as the talk at their last meeting of 2023.

We have had two Quiet Days at All Saints Church where we were able to draw on the prayer which seems to have soaked into the very fabric of this quiet and holy place.

The first was in mid-June, rather later in the year than usual because of other important things going on such as weddings, Flower Festivals and Coronations! I had entitled it “**O taste and see that the Lord is good**” a verse from Psalm 34. The day focused on how we might pray using our own bodies, with sight and sound/or silence, with taste and smell and with movement. This might come as a shock, but we are bodies within the body of Christ, and it is possible, maybe important that we allow ourselves to pray and worship with all that God has given us. We used many mediums- poems, music, art and icons, the feel of beads and holding crosses, of using our own bodies to express our worship, sharing food and meditating on the great common meal which Christ gave in the Eucharist, and of course the beauty of the outside world and God's creation. I think a rich veil of prayer possibility opened itself to us.

The second, on a truly glorious day in September, was a day to learn to pray using those great poems and liturgical hymns of the Old Testament and called **Praying with the Psalms**. With 150 to choose from I had to concentrate on just a few while I tried to include a rich variety including psalms of praise and thanksgiving, psalms of lament and despair, of repentance, sorrow and turmoil, confusion and

doubt, of regret and longing for God, and some psalms of journey and pilgrimage, or I must confess just some of my favourites! For those who missed the day I have been offering meditations on them in the Parish Link since then.

My continued hope is that these Quiet Days may be a space where using our eyes and ears and indeed all our senses we might find time and space and quiet to listen to what God might be trying to say to us if only we will, as the psalmist says,

**“Be still and know that I am God”. Psalm 46 v 10.**

Being still and knowing God in the quiet is the aim of the afternoons of **Quiet Prayer and Meditation** which we have been able to restart in the Chapel at St Peters on the 4<sup>th</sup> Wednesday afternoon of each month.

This is a place to sit quietly, to learn to pray inwardly without using words in quiet meditation. This is a way of praying which many find difficult – as indeed it is-and one which needs perseverance but has deep rewards.

The Chapel is open for two hours although I would stress that although I am there for the full time it is not an expectation for anyone else and if you would like a little peace and quiet to be with God in the silence do feel free to come for as little or as long a time as you feel comfortable.

If anyone wants to talk to me about this or any other aspect of prayer or spirituality, including the possibility of individual Spiritual Direction or Companionship as we call it now, please feel free to approach me at any time.

**Chris Thomas**

**Licensed Lay Minister and Spiritual Companion**

### **BIBLE STUDY**

The parish has a number of gatherings for regular Bible study, with numbers in 2023 growing to around 50 people across the groups. Our main meeting takes place on the 1<sup>st</sup> & 3<sup>rd</sup> Wednesday evening of each month at St. Peter’s. We start with hot drinks & biscuits at 7pm then the meeting at 7:30pm. Thanks to Tim Barfoot & Pauline Sweetingham who have joined me in leading the Wednesday evening group.

Our additional group meets on the 1<sup>st</sup> Monday of each month at St. Peter’s at 2pm. The group has an average around 20 to 25 people each time. Thanks to Margaret Perham who helps with a devotional message before we start. After that we have tea, coffee & cakes, in addition we have Trisha who plays some traditional songs on the piano.

We also have a beginners Bible Study group that has been set up in the Daily Bread Café every Tuesday, with an average of 8 people attending. We also have Communion together after each session.

During the summer we had our first retreat at Barnard Farm, with 32 people attending for worship, reflective space, fellowship and hospitality.

**Tino To**

**Licensed Lay Minister**

## **PASTORAL TEAM**

Members: Tino To, Fr Andy, Fr Tony, Revd Lisa, Revd Deacon Alice, Revd Sue, Frances Annobil, Sheryl Dyson, Carol Fulcher, Margaret Morris, John Patterson, Sarah Robbshaw, Betsy Scott, Jan To, & Dawn White.

Dawn Shaxon serves as our administrator.

The Pastoral Team's main purpose is to care and pray for members of our church family and community who are unwell or facing difficult times. We generally contact them by phone and offer home visits.

A key function of the team is to pray for those who are sick, having difficulties and the bereaved. Home Communion is also facilitated by the team to those who are unable to attend church services for various reasons.

Different team members are helping with Little Fishes to listen & chat to the parents. Members of the team also go to the Daily Bread Café on different days to listen, chat and pray for people.

Every Thursday a team member will be there to pray for anyone who needs prayer. Each week or as often as we could obtain information, Tino will update every team member via email so that the whole team are able to pray for those who are in need. Also a few names of the sick will be added to the list for intercession in both All Saints & St Peter's Sunday service.

Members of the team are taking regular monthly service at 3 nursing homes which are Hutton Village Nursing Home, Leonard Lodge and Hutton View. Group Communion or individual Communion are also given at these nursing homes. Morning prayer is also held at one of the nursing homes once a month.

During the past two years, we can all see the power of prayers and how God has been answering our prayers as a Pastoral Team.

This year Revd Alice has extended pastoral care members for the members of the Rooted Community.

**Tino To**  
**Licensed Lay Minister**

## **WEDDINGS**

This annual report provides an overview of the church weddings conducted within the parish during the past year.

In 2023, the parish of All Saints was bustling with wedding services. We were honoured to bless eight couples for marriages within the parish, while ten couples had their wedding banns read and married outside the parish. Additionally, four wedding unions took place at St Mary's, Shenfield. These ceremonies represented a beautiful celebration of love and commitment within our faith community.

Looking ahead, there are currently seven weddings booked and two wedding blessings scheduled to take place at All Saints. Our team of clergy members will also be overseeing weddings at other churches in Brentwood, including one at St Georges and two at Christ Church, Warley. We anticipate a busy and fulfilling year ahead in facilitating these special couples.



To ensure the authenticity and eligibility of wedding applicants, all individuals must complete an identity and address verification check. Additionally, couples are required to have a parish qualifying connection in order to have their wedding banns read. As part of our commitment to supporting couples in their journey towards marriage, attendance at a marriage preparation session is also mandatory. These measures help maintain the integrity of our wedding services and foster a strong foundation for the couples' future together.

It is important to note that the Church of England has implemented an increase in the annual statutory fees for weddings. The fee for wedding banns and a wedding bann certificate has been adjusted to £54 from £51, while the clergy and church fee has increased to £531 from £505. However, the optional wedding services' fees will remain unchanged, providing consistency and affordability for couples seeking additional services.

The parish of All Saints has experienced a vibrant and eventful year in terms of church weddings. We are grateful for the numerous couples who have chosen our church to make their vows and pledges. Please pray for the couples embarking on this lifelong journey of love and commitment.

**Annie Bayley**  
**Weddings Co-Ordinator**

#### **MEN'S PRAYER BREAKFAST**

The men's breakfast continued to meet throughout 2023 on the last Saturday of each month. We've regularly welcomed an average of 15 men and boys for a Full English and a time of prayer.

**Fr Andy Smith**  
**Rector**

#### **PARISH MAGAZINE**

The church magazine, "Hutton Parish Link", has been produced in its present form for exactly four years. It has survived Covid and too many printer malfunctions to mention.

It is issued on alternate months starting from April. Originally it was 'on-line only' due to the restrictions brought about by the pandemic, but now we print 130 copies of every edition – and we never have any leftover! The first edition contained 34 pages; now it has grown to an average of 44 (although the recent 'Christmas' issue was a remarkable 52 pages!)

I am responsible for obtaining the various articles, the majority of which are produced by the ministry team and individuals with responsibilities for some of the regular church activities, and Neil Dyson looks after the formatting and final presentation of the magazine. We share the burden of printing. The original concept of the magazine was that it should provide articles aligned to the church's teachings and philosophies; that it should educate and provide food for thought, supply information, and occasionally offer something a little light-hearted. In other words, try to provide something for everyone who was likely to pick up a copy, whether they were regular members of the congregation or not.

It was always the intention, for logistical and economic reasons that it would be free to all and we have adhered to that. Some of the costs of paper and ink have been offset by a couple of adverts, but we could ideally do with a further two or three. If anyone thinks they could help on that front, either by taking an advert for their business or persuading local shops or tradespersons to support us, please get in touch with me.

**Malcolm Webb**  
**Editor**

### **BELL RINGERS**

At our AGM in February, I took over as Tower Captain from Sylvia Martin, who had been TC for many years – thanks to Sylvia for managing the tower so well. We decided to try to return to weekly practices and did so from Easter this year. We practice on Tuesday evening, 7.30 to 9pm and ring for Sunday morning service once a month (normally the 3<sup>rd</sup> Sunday).

A highlight of the early part of the year was ringing for the Coronation of King Charles III and Queen Camilla. We rang, along with all other towers in the District and many others across the country, on Saturday 6<sup>th</sup> May and we were joined by Bryan Shedel, who was a regular ringer at All Saints in the past and conducted the peal for the Coronation of Elizabeth II when he was 18; this peal is celebrated by the peal board in the church. On 25<sup>th</sup> May, at Father Andy's request, a band of ringers from Essex came and rang a peal (approximately 3 hours ringing) to commemorate the Coronation and we are in the process of organising a peal board in respect of this ringing to hang alongside the one from 1953.

We continue to ring for the many weddings at All Saints and always find this a delightful exercise. We are often helped by ringers from elsewhere in the area to make sure we can fulfil these commitments.

As our numbers are low, I spoke about bell ringing to the congregations in both churches at the end of October and we ran a 'come and try' recruitment event on 4<sup>th</sup> November. Between 20 and 30 parishioners came and the band entertained them with demonstrations of tower bell ringing, handbell ringing and a bell model, and everyone had a try on the end of a rope, with the result that we now have five new ringers being trained. We hope they will all decide to join the band regularly. We are particularly pleased to have our first young person (aged 12) learning and that one of our ringers, Lesley Clarke, is training as a ringing teacher via the Association of Ringing Teachers scheme.

We must extend our thanks Peter Martin as steeple keeper; this job involves keeping our bells in good working order and dealing with any "running repairs" and is essential in making sure the bells are always ready to ring.

**Beth Johnson**  
**Tower Captain**

### **MOTHER'S UNION**

In Hutton, our community has embraced a vibrant transition to Diocesan Membership. This inclusive shift means everyone can participate in any branch meeting within the area, engage in bi-annual

Council meetings, partake in Area Days, special services, and even connect virtually via Zoom for a myriad of gatherings—just as we successfully did during the pandemic. Furthermore, I've enthusiastically taken on the role of Computer Link with the Diocesan Secretary, ensuring all members and friends stay informed and connected. Our spirit of unity and adaptability shines brightly as we move forward together!

I am pleased to say that during the year I enrolled a new member Margaret Woodroof and 3 members from Shenfield joined us as Diocesan Members.

In June we went to Bonnies Tea Rooms in Hunters Chase and in August our Diocesan President, Maxine Paul, came to tell us about the Summer of Hope campaign, praying that this may be a summer of hope for those struggling with life's demands. That morning the members raised £79 for her campaign and the church also gave £100.

For our October meeting we went out to lunch at the Eagle and in December we had Holy Communion and a talk given by Chris Thomas on Advent.

Also, in 2023 Hutton Parish with Mothers' Union fundraised to change women's lives in Tanzania through financial freedom. Donations were given during the December services and two amounts were sent of £140 and £340, a wonderful amount!

We meet on the 2<sup>nd</sup> Wednesday of the month at 1.30 pm in St Peter's Chapel for Holy Communion, and then in the hall at 2 pm for our meeting.

Why not come along and join us for a cuppa, prayer and friendship?

**Margaret Morris**  
**Branch Co-ordinator**

# **APPENDIX A**

## **FINANCIAL STATEMENTS**

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

**End of Year Financial Statements**

**Year ending 31 December 2023**

## Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Incoming resources</b>					
Incoming resources from generated funds	-	-	-	-	-
Voluntary income	92,071.56	10,104.00	-	102,175.56	104,014.95
Activities for generating funds	6,551.70	10.00	-	6,561.70	5,244.15
Investment income	-	-	-	-	-
Incoming resources from charitable activities	54,394.78	45,714.79	-	100,109.57	107,590.01
Other incoming resources	-	-	-	-	-
<b>Total income</b>	<b>153,018.04</b>	<b>55,828.79</b>	<b>-</b>	<b>208,846.83</b>	<b>216,849.11</b>
<b>Resources used</b>					
Cost of generating funds	-	-	-	-	-
Cost of generating voluntary income	42.00	-	-	42.00	201.30
Fundraising trading cost of goods sold and other costs	1,540.96	-	-	1,540.96	718.79
Investment management costs	-	-	-	-	-
Charitable activities	170,629.68	48,708.32	-	219,338.00	247,846.68
Governance costs	-	-	-	-	-
Other resources used	-	-	-	-	-
<b>Total expenditure</b>	<b>172,212.64</b>	<b>48,708.32</b>	<b>-</b>	<b>220,920.96</b>	<b>248,766.77</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(19,194.60)</b>	<b>7,120.47</b>	<b>-</b>	<b>(12,074.13)</b>	<b>(31,917.66)</b>
<b>Transfers</b>					
Gross transfers between funds - in	29,080.02	47,177.60	-	76,257.62	82,289.62
Gross transfers between funds - out	(38,144.52)	(38,113.10)	-	(76,257.62)	(82,289.62)
<b>Other recognised gains / losses</b>					
Gains/losses on investment assets	-	-	-	-	-
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-
<b>Net movement in funds</b>	<b>(28,259.10)</b>	<b>16,184.97</b>	<b>-</b>	<b>(12,074.13)</b>	<b>(31,917.66)</b>
<b>Total funds brought forward</b>	<b>39,940.81</b>	<b>42,177.41</b>	<b>-</b>	<b>82,118.22</b>	<b>114,035.88</b>
<b>Total funds carried forward</b>	<b>11,681.71</b>	<b>58,362.38</b>	<b>-</b>	<b>70,044.09</b>	<b>82,118.22</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	(28,367.68)	-	-	(28,367.68)	19,021.48
<b>Designated</b>					
Daily Bread Food Hub	48,750.76	-	-	48,750.76	29,620.70
Education	-	-	-	-	-
Social Enterprise Donations	-	-	-	-	-
<b>Restricted</b>					
Daily Bread Allocated Granted	-	34,910.67	-	34,910.67	38,763.68
Daily Bread Food Hub	-	12,707.23	-	12,707.23	5,987.54
Fabric Fund	-	(8,701.37)	-	(8,701.37)	(8,701.37)
Harries Windows Fund	-	-	-	-	-
Organ Fund	-	-	-	-	-
Patricia Harries Fund	-	-	-	-	-
Social Enterprise Donations	-	-	-	-	-
Wages Reserve	-	10,744.48	-	10,744.48	(2,573.81)
<b>Total funds</b>	<b>20,383.08</b>	<b>49,661.01</b>	<b>-</b>	<b>70,044.09</b>	<b>82,118.22</b>



## Balance Sheet detailed

Class and code	Description	As at 31/12/2023	As at 31/12/2022
<b>Current assets</b>			
6501	Bank A/c	79,000.88	92,141.30
6521	Credit Card Account	-	-
6540	Cash A/c	-	-
6550	Income Tax Recoverable	-	-
6560	Stock	-	-
6570	Funeral Directors' Control	964.00	(1,213.03)
Z05	Accounts Receivable	-	-
	<b>Total Current assets</b>	<b>79,964.88</b>	<b>90,928.27</b>
<b>Liabilities</b>			
6610	Diocese fees due	5,674.70	6,577.41
6620	Little Fishes Charities	627.64	508.89
6650	Wedding Deposits	-	-
6660	Rector's Expense Control	893.63	(180.00)
6670	Charity Collections	2,724.82	1,972.05
6680	Petty Cash	-	(8.30)
6681	Funeral Disbursements	-	(60.00)
Z04	Accounts Payable	-	-
	<b>Total Liabilities</b>	<b>9,920.79</b>	<b>8,810.05</b>
	<b>Net Asset surplus (deficit)</b>	<b>70,044.09</b>	<b>82,118.22</b>
<b>Reserves</b>			
	Excess/(deficit) to date	(12,074.13)	54,482.07
Z01	Starting balances	82,118.22	27,636.15
	<b>Total Reserves</b>	<b>70,044.09</b>	<b>82,118.22</b>
	<b>Represented by Funds</b>		
	General (Unrestricted)	(37,069.05)	10,320.11
	Designated	48,750.76	29,620.70
	Restricted	58,362.38	42,177.41
	<b>Total</b>	<b>70,044.09</b>	<b>82,118.22</b>

## Statement of Assets and Liabilities (by code)

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
<b>Current Asset - Cash At Bank And In Hand</b>						
6501: Bank A/c	(19,410.89)	48,750.76	49,661.01	-	79,000.88	92,141.30
<b>Total</b>	<b>(19,410.89)</b>	<b>48,750.76</b>	<b>49,661.01</b>	<b>-</b>	<b>79,000.88</b>	<b>92,141.30</b>
<b>Current Asset - Debtors</b>						
6570: Funeral Directors' Control	964.00	-	-	-	964.00	(1,213.03)
<b>Total</b>	<b>964.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>964.00</b>	<b>(1,213.03)</b>
<b>Liability - Creditors: Amounts Falling Due In One Year</b>						
6610: Diocese fees due	5,674.70	-	-	-	5,674.70	6,577.41
6620: Little Fishes Charities	627.64	-	-	-	627.64	508.89
6660: Rector's Expense Control	893.63	-	-	-	893.63	(180.00)
6670: Charity Collections	2,724.82	-	-	-	2,724.82	1,972.05
<b>Total</b>	<b>9,920.79</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,920.79</b>	<b>8,878.35</b>
<b>Liability - Provision For Liabilities And Charges Due Within One Year</b>						
6680: Petty Cash	-	-	-	-	-	(8.30)
6681: Funeral Disbursements	-	-	-	-	-	(60.00)
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(68.30)</b>
<b>Net total assets</b>	<b>(28,367.68)</b>	<b>48,750.76</b>	<b>49,661.01</b>	<b>-</b>	<b>70,044.09</b>	<b>82,118.22</b>
<b>Represented by</b>						
General (Unrestricted)	(37,069.05)	-	-	-	(37,069.05)	10,320.11
Designated - Daily Bread	-	48,750.76	-	-	48,750.76	29,620.70
Restricted - Daily Bread	-	-	12,707.23	-	12,707.23	5,987.54
Restricted - DB Allocated	-	-	34,910.67	-	34,910.67	38,763.68
Restricted - Wages Res	-	-	10,744.48	-	10,744.48	(2,573.81)
<b>Total</b>	<b>(37,069.05)</b>	<b>48,750.76</b>	<b>58,362.38</b>	<b>-</b>	<b>70,044.09</b>	<b>82,118.22</b>

## Fund movement summary

	Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
<b>Daily Bread</b>								
Designated		29,620.70	20,191.24	-	(1,061.18)	-	-	48,750.76
Restricted		5,987.54	27,707.61	9,796.42	(11,191.50)	-	-	12,707.23
<b>Sub-totals</b>	<b>35,608.24</b>	<b>47,898.85</b>	<b>9,796.42</b>	<b>(12,252.68)</b>				<b>61,457.99</b>
<b>DB Allocated</b>								
Restricted		38,763.68	18,077.18	21,930.19	-	-	-	34,910.67
<b>Sub-totals</b>	<b>38,763.68</b>	<b>18,077.18</b>	<b>21,930.19</b>					<b>34,910.67</b>
<b>Wages Res</b>								
Restricted		(2,573.81)	5,000.00	16,981.71	25,300.00	-	-	10,744.48
<b>Sub-totals</b>	<b>(2,573.81)</b>	<b>5,000.00</b>	<b>16,981.71</b>	<b>25,300.00</b>				<b>10,744.48</b>
<b>General</b>								
Unrestricted		10,320.11	132,826.80	172,212.64	(8,003.32)	-	-	(37,069.05)
<b>Sub-totals</b>	<b>10,320.11</b>	<b>132,826.80</b>	<b>172,212.64</b>	<b>(8,003.32)</b>				<b>(37,069.05)</b>
<b>Fabric</b>								
Restricted		-	5,044.00	-	(5,044.00)	-	-	-
<b>Sub-totals</b>	<b>-</b>	<b>5,044.00</b>	<b>-</b>	<b>(5,044.00)</b>				<b>-</b>
<b>Totals</b>	<b>82,118.22</b>	<b>208,846.83</b>	<b>220,920.96</b>					<b>70,044.09</b>

## Analysis of income and expenditure

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
<b>INCOMING RESOURCES</b>						
<b>Incoming resources from generated funds</b>						
1010 - Planned Giving	69,049.39	-	-	-	69,049.39	63,107.33
1020 - Income Tax Recovered	6,909.73	-	-	-	6,909.73	14,289.23
1030 - Collections	11,989.57	-	-	-	11,989.57	9,369.67
1050 - Donations	4,122.87	-	60.00	-	4,182.87	10,227.72
1051 - Donations - Flowers	-	-	-	-	-	-
1052 - Donations - Boiler	-	-	-	-	-	-
3010 - White's Charity	-	-	10,044.00	-	10,044.00	7,021.00
3020 - Fabric Fund Donations	-	-	-	-	-	-
3110 - Patricia Harries Fund income	-	-	-	-	-	-
3210 - Harries Window Fund income	-	-	-	-	-	-
1040 - Social Events	6,451.14	-	10.00	-	6,461.14	5,012.13
1100 - Sale of Goods	100.56	-	-	-	100.56	206.31
1150 - Social Enterprise	-	-	-	-	-	25.71
1060 - Bank Interest	-	-	-	-	-	-
<b>Incoming resources from generated funds Totals</b>	<b>98,623.26</b>	<b>-</b>	<b>10,114.00</b>	<b>-</b>	<b>108,737.26</b>	<b>109,259.10</b>
<b>Incoming resources from charitable activities</b>						
1055 - Daily Bread Grants and Awards	-	-	22,938.86	-	22,938.86	59,492.15
1056 - Daily Bread Donations	400.00	20,191.24	22,775.93	-	43,367.17	32,310.05
1070 - PCC Fees (Funerals, Weddings etc)	12,365.00	-	-	-	12,365.00	7,972.00
1080 - Lettings	13,864.30	-	-	-	13,864.30	5,071.00
1090 - Magazine Sales & Adverts	145.00	-	-	-	145.00	-
1110 - Refreshments	354.05	-	-	-	354.05	259.23
1120 - Memorial Plaques	4,818.00	-	-	-	4,818.00	1,051.53
1125 - Memorial Book Entries	5.00	-	-	-	5.00	5.00
1130 - Other Wedding Income (flowers, music, et	365.00	-	-	-	365.00	270.00
1135 - Heating Charges	-	-	-	-	-	-
1140 - Bible Reading Fellowship	69.70	-	-	-	69.70	139.55
1142 - Discipleship Income	1,195.95	-	-	-	1,195.95	559.50
1143 - Youth Work Income	621.54	-	-	-	621.54	460.00
<b>Incoming resources from charitable activities Totals</b>	<b>34,203.54</b>	<b>20,191.24</b>	<b>45,714.79</b>	<b>-</b>	<b>100,109.57</b>	<b>107,590.01</b>
<b>Other incoming resources</b>						
1200 - Exceptional Item	-	-	-	-	-	-
<b>Other incoming resources Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Incoming resources Grand totals</b>	<b>132,826.80</b>	<b>20,191.24</b>	<b>55,828.79</b>	<b>-</b>	<b>208,846.83</b>	<b>216,849.11</b>

					Total	
	Unrestricted	Designated	Restricted	Endowment	This year	Last year
<b>RESOURCES USED</b>						
<b>Cost of generating funds</b>						
2275 - Bank/Card Fees	42.00	-	-	-	42.00	54.00
2280 - Stewardship Expenses	-	-	-	-	-	147.30
2190 - Social Event costs	1,540.96	-	-	-	1,540.96	718.79
2210 - Goods for sale	-	-	-	-	-	-
2215 - Social Enterprise Costs	-	-	-	-	-	-
<b>Cost of generating funds Totals</b>	<b>1,582.96</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,582.96</b>	<b>920.09</b>
<b>Charitable activities</b>						
2010 - Quota	88,158.48	-	-	-	88,158.48	79,297.08
2020 - Sacristy	1,826.90	-	-	-	1,826.90	1,008.06
2030 - Books & Other Service Support	909.62	-	-	-	909.62	1,500.80
2040 - Music Costs	1,345.17	-	-	-	1,345.17	11,444.20
2050 - Upkeep of Churchyard	-	-	-	-	-	-
2060 - Clergy Travel Expenses	4,338.39	-	-	-	4,338.39	2,770.14
2070 - Organist's Fees	3,840.00	-	-	-	3,840.00	4,480.00
2080 - Premises Costs	26,436.34	-	-	-	26,436.34	35,897.96
2090 - Light & Heat	7,732.68	-	-	-	7,732.68	10,363.58
2100 - Water Charges	187.92	-	-	-	187.92	197.65
2110 - Insurance	3,644.22	-	-	-	3,644.22	3,490.61
2120 - Telephones	1,615.43	-	-	-	1,615.43	1,288.06
2130 - Marketing and Promotion Costs	520.00	-	51.96	-	571.96	267.51
2131 - Bible Reading Fellowship costs	122.70	-	-	-	122.70	119.85
2132 - Discipleship Costs	1,874.52	-	-	-	1,874.52	1,015.00
2140 - Education costs	43.93	-	-	-	43.93	-
2145 - Clergy Development	338.98	-	-	-	338.98	35.49
2150 - Young Church & Youth	1,904.42	-	-	-	1,904.42	1,456.80
2170 - Flowers	293.90	-	-	-	293.90	437.72
2180 - Memorial Plaques costs	562.50	-	-	-	562.50	1,670.00
2191 - Entertainment and Hospitality	994.25	-	-	-	994.25	3,797.39
2200 - Refreshments	81.95	-	-	-	81.95	9.70
2216 - Daily Bread Costs	981.50	-	31,674.65	-	32,656.15	51,793.12
2230 - Parish Salaries & Wages	12,681.50	-	16,981.71	-	29,663.21	25,856.48
2240 - Equipment, Stationary, Postage	6,354.47	-	-	-	6,354.47	6,185.22
2241 - Church Website	939.40	-	-	-	939.40	939.17
2242 - Digital Church	1,842.91	-	-	-	1,842.91	1,689.31
2250 - "Churches Together"	160.00	-	-	-	160.00	15.00
2260 - Christian Copyright Licence	810.10	-	-	-	810.10	640.78
2270 - Professional Fees	87.50	-	-	-	87.50	180.00
2290 - CCS Course Expenses	-	-	-	-	-	-
2900 - Expense Suspense Account	-	-	-	-	-	-
3030 - Fabric Expenses	-	-	-	-	-	-
3130 - Patricia Harries Fund expenses	-	-	-	-	-	-
3230 - Harries Window Fund expenses	-	-	-	-	-	-
<b>Charitable activities Totals</b>	<b>170,629.68</b>	<b>-</b>	<b>48,708.32</b>	<b>-</b>	<b>219,338.00</b>	<b>247,846.68</b>
<b>Governance costs</b>						
<b>Governance costs Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other resources used</b>						
<b>Other resources used Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Resources used Grand totals</b>	<b>172,212.64</b>	<b>-</b>	<b>48,708.32</b>	<b>-</b>	<b>220,920.96</b>	<b>248,766.77</b>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

## Accounting policies

### 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.

### 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.

### Incoming resources

Income 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 and only when received.

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

Interest entitlements are accounted for when they are received

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

All other income is recognised when it is received.

## Resources used

Resources expended are accounted for on a payments 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.

## 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

## Staff costs

### Wages and salaries

During the year the PCC employed a part-time parish administrator, a community minister, and a Daily Bread administrator. The PCC have paid PAYE and NIC for all employees. The PCC have also arranged and paid into pension funds for the Daily Bread administrator and the community minister.

### Payments to PCC members

As the parish administrator, D Shaxon, was paid £8315.70 (£6507.10 2022).

As the community minister, Lisa Whymark, was paid £18,271.40 (£14,961.66 2022).

Terry Hayden was paid in respect of vergers duties £1,170

Adrian Thompson was paid in respect of organist duties £4,540 of which £700 related to funerals

Alice Smith, Sue Goldsmith, Christine Thomas, Tino To and Lisa Whymark received income from their duties in respect of funerals and weddings they performed as set out in the table of parochial 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 2023

### **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

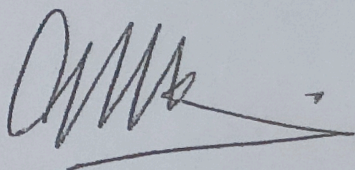
An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedures 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



Mr Alan Harley

Dated: 21<sup>st</sup> March 2024