



## **Chigwell & Chigwell Row Team Ministry**



## **Annual Report and Financial Statements**

for the year ended 31<sup>st</sup> December 2022

Registered Charity Number 1133035

# **Chigwell & Chigwell Row Team Ministry – Annual Report of the Parochial Church Council for the Year Ended 31 December 2022**

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# Chigwell & Chigwell Row Team Ministry – Annual Report of the Parochial Church Council for the Year Ended 31 December 2022

## ADMINISTRATIVE INFORMATION

The Chigwell and Chigwell Row Parish is in the Diocese of Chelmsford within the Church of England and forms part of the Benefice of the Vale of Roding. The Parish has three church buildings – St Mary’s Chigwell, St Winifred’s Chigwell, and All Saints’ Chigwell Row.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission Registered Charity Number 1133035. The PCC has delegated some of its functions to the individual churches’ District Church Councils, in accordance with the Pastoral Scheme for the Benefice Ministry dated 2019.

### The Parochial Church Council

The Clergy, LLMs, Churchwardens and Deanery Synod members are all ex-officio members of the PCC.

#### *Ex-Officio Members:*

Team Rector	Rev’d Charlie Kosla
Team Vicar	Rev’d Paula Preston
Associate Priests	Rev’d Lorraine Smart Rev’d Ann Kosla
Licensed Lay Minister	Sandie Forshaw

Churchwardens	St Mary’s	Alison Jordan Carolyn Whiffin
	St Winifred’s	Janice Randall Daniel Forshaw
	All Saints’	Helen Ellis-Poole Brenda Tarman

Deanery Synod Representatives	St Mary’s	Richard Kinder
	St Winifred’s	Ade Adekunjo
	All Saints’	John Barber

Elected Representatives	St Mary’s	Philip Gittins, William Box, Shirley Austridge, Trish Johnson (from April 2022)
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St Winifred's

Bill Darke, Gill Darke,  
Kim Osbourne  
one vacancy

All Saints'

Cindy Barber, Alan Tarman,  
Paul Preston,  
Robert Fleming (until April 2022) then  
one vacancy

**All members of the PCC are Trustees of the Charity.**

**Correspondence Details**

Mr John Barber  
2 Glebelands  
Chigwell  
Essex IG7 5QG

**Bankers**

HSBC  
74 High Street  
Barkingside, Ilford  
Essex IG6 2DN

CCLA Investment Managers Ltd  
St Alphage House  
2 Fore Street  
London EC2Y 5AQ

**Independent Examiner**

Peter Saltiel  
Church & Charity Accounts Service  
Planchadeau  
23460 Saint Pierre Bellevue  
Limousin  
France  
*(formerly 69 Portland Place, Greenhithe, Kent DA9 9FE)*

**Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. All regular Church attenders are encouraged to register on the Electoral Roll and stand for election to the PCC.

## **Objectives and Activities**

The PCC has the responsibility of co-operating with the clergy, Rev'd Charlie Kosla, and the ministry team, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

## **TRUSTEES' RESPONSIBILITIES**

The law applicable to charities in England and Wales requires the members of the PCC to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the PCC and of the incoming resources and application of resources during the year then ended. In preparing those financial statements, the members of the PCC should follow best practice and are required to:

- select suitable accounting policies and then apply them consistently.
- observe methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to assume that the church will continue its activities.

The members of the PCC are responsible for ensuring that proper accounting records are maintained which disclose with reasonable accuracy at any time the financial position of the church and which enable them to ensure that the financial statements comply with the Church Accounting Regulations 2006 and the Charities Act 2011. The members of the PCC are also responsible for safeguarding the church's assets and hence for taking reasonable steps towards the prevention and detection of fraud and other irregularities.

The members of the PCC are responsible for the maintenance and integrity of the corporate and financial information.

## **Going Concern**

The financial statements have been prepared on a going concern basis and the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held in each part of the Charity and the expected level of income and expenditure for 12 months from the date of authorising these financial

statements. In their opinion, the budgeted income and expenditure is sufficient with the level of reserves for the charity and with monitoring of discretionary costs to be able to continue as a going concern.

## **Fund Balances**

Fund balances are split between unrestricted (general and designated), and restricted funds.

- i. **Unrestricted funds** are the general funds held by each Church and are freely available for any purpose within its charitable objects, at the discretion of the PCC. There are two types of unrestricted funds:
  - a. **General funds** which the DCC intends to use for the general purposes of the Church and
  - b. **Designated funds** set aside out of unrestricted funds by the PCC for a purpose specified by the Trustees. The aim and use of each designated fund is set out in note 16.
- ii. **Restricted funds** are income funds subject to conditions imposed by the donor as specific terms of trust, or else by legal measure. The aim and use of each restricted fund is set out below. It is the Policy of the PCC to monitor carefully the application of those funds in accordance with the restrictions placed upon them.

## **Tangible Fixed Assets**

The Charities SORP 2015 and Church of England Guidance to PCCs (4th edition) require all non-consecrated buildings to be capitalised as fixed assets in the balance sheet. The church land and buildings cost element in the note records the works carried out on non-consecrated buildings within the sites.

## **REPORT ON THE PROCEEDINGS OF THE PCC**

What is normal?! Well 2022 was going in the right direction! Meeting in church each week, holding events, and fewer meetings on Zoom...

That said, we have maintained our presence online throughout the year. Each week, the ministry team broadcasts Morning Prayer on Facebook, and many people listen online during the day. Facebook also helps with advertising our events. Our parish

magazine *Unity* and our weekly newsletter *Notes & News* are published online, keeping us in touch with members past and present, and hopefully future ones too.

In person, it was good to be back every week in our church buildings, even if they do present challenges of their own. We began the year part-way through the replacement of the lady chapel roof of St Mary's, a tremendously complex, not to mention expensive, task and we are grateful to all those involved in seeing through this project, and donating towards it. Both St Winifred's and All Saints' have their own building projects ongoing as well.

In the early part of the year, we ran the *Living in Love and Faith* course on behalf of the benefice, both in person and on Zoom. A note of our responses was forwarded by individuals and the Deanery to the national church.

The PCC agreed to back Rev'd Paula Preston to lead the 'Community for Ukrainians' in our parish, and in due course a number of Ukrainians have joined our community as part of the Diocesan/Citizens UK initiative, and others have also helped in various ways.

It was good that our usual Easter services could be held in person; there was a good turnout on the Walk of Witness from All Saints' to St Winifred's. It was a bright, sunny Good Friday, giving opportunities to talk to others en route. A one-off Messy Easter was held, which was well received, and we also enjoyed a Sunrise service, breakfast and Easter Egg hunts.

During the year, the churches celebrated Her Late Majesty's Platinum Jubilee, working together with the local communities, where possible, to put on events. It was good to be able to join together and share Her Late Majesty's faith.

Sadly, it was only to be a few months until Her Late Majesty went to be with her Lord and Saviour, and we opened all our churches so that parishioners could come in to light a candle and write in the books of condolence. We are grateful to our wardens for facilitating this time.

Later in the year, we invited those who had been bereaved to our annual Memorial services and 'Light up a Life', held at Christmas time by St Clare Hospice.

In July, Franklin Graham came to the UK for the *God Loves You* tour. A party went to the London event, and subsequently All Saints' hosted a Discovery Group for the local area. This course led onto a further course, 'Moving On', following which several people were confirmed at the Deanery service in October.

During the year, it was decided to look again at our pattern of services. Changes made were to the distribution of Holy Communion services, an all-age focus on the first Sunday of the month, and the ceasing of the 5<sup>th</sup> Sunday and summer united services. These had occasionally resulted in newcomers finding an empty church on their first visits. Instead, we are now holding a monthly Evening Service, which gives an opportunity not only to get together as a parish, but to have a variety of different services.

There is value in continuity, and it was good that the year enabled the regular pattern of meetings for all ages, from Sunday groups for the children to get togethers for Time4Tea for the slightly older ones(!), not forgetting the breakfasts and meetings of the Men's Group and The Thursday Club ladies.

And to finish off the year, a Christmas with no restrictions! It was marvellous to celebrate with our communities, with a full range of services on offer. We also took the opportunity to share the viewing of the World Cup final, which led into one of the carol services.

Looking forward to 2023, the benefice will be celebrating together at a Twelfth Night Party and holding a joint Alpha course in the New Year.

Our grateful thanks, as always, go to all who have served the parish on the PCC during 2022, for your prayers, wisdom and expertise, as we seek to further God's kingdom in our area.

*Sandie Forshaw*  
*Secretary*

## **DEANERY SYNOD**

We are part of the Deanery of Epping Forest and Ongar and are represented on Deanery Synod as follows:-

### **Deanery Synod Lay Representatives**

Ade Adelekunjo  
(St Winifred's)  
John Barber (All Saints')  
Richard Kinder (St Mary's)

### **Standing Committee**

Rev'd Lorraine Smart  
Richard Kinder

### **Diocesan Synod**

Rev'd Paula Preston  
Richard Kinder



## **Mission Agency**

Synod continued its mission agency focus centred on the Church's five Marks of Mission.

## **17th March 2022**

Synod was held via Zoom and served as a post-Covid reflection. Zoom was seen as complementary to physical meetings or services, not as a replacement. Further synods were planned as live events.

Parish Share payments year to December 2021: notwithstanding the ravages of Covid, 90% had been paid. 17 churches were meeting 100%, two were expected to fall below 50%, with others expected to reach 100% by the financial year end.

The main points from the Diocesan Report were noted:

1. The Cathedral had achieved a gold Ecochurch award
2. Many churches would be running *Living in Love and Faith* for Lent
3. A Code of Conduct was to be introduced for PCC members
4. The Parish Share figures (new formula) would be sent to Deaneries by September
5. The Mustard Seed Team was responding well to the Growing Faith Project.

## **6th June 2022**

Synod, to be held at St John's School, was cancelled due to the unavailability of the speaker. This meeting was replaced by one held with the clergy to discuss the new Parish Share Scheme passed by Diocesan Synod in June.

## **7th November 2022**

Churchwardens were invited and the Bishop of Chelmsford addressed Synod. Her policy for the Diocese would be influenced by grassroots congregations, with Deaneries having more meaningful roles.

The status of migrant housing was reported, MMUs were to exist where effective, and a report on 'How Clergy Thrive' was available. Finances remained positive.

Richard Kinder and the Rev'd Paula Preston are also members of Diocesan Synod.

A range of topics have been addressed over the year.

*Richard Kinder*  
*St Mary's Church*

## TEAM RECTOR'S REPORT

*"I will repay you for the years the locusts have eaten— the great locust and the young locust, the other locusts and the locust swarm — my great army that I sent among you. Joel 2:25-26*

Strange verses to begin a report that tries to sum up 2022? These are often quoted completely out of context to point out that God is the great restorer of nations, kingdoms and people like us, which of course is true. As we look back to 2022, I find myself asking; have we moved forward in trusting God to guide his church, or are we holding the reins tightly, keeping control and avoiding any risk? Are we allowing God to restore us and move us forward in faith?

The past year seems to have been a continuation of recovery from the ongoing effects of Covid across the church as we have seen group connections move from zoom back to the physical, but new ways of working together have emerged with some meetings and worship remaining online. Covid has certainly seemed to drain away faith and energy from the church, but the time has come not just to recover what "the locusts have eaten" but to look to growth and evangelism. I still remember ++Stephen Cottrell when he was our Bishop standing up at Diocesan Synod during a debate on finance and stating, "all these figures are not worth the paper they are written on unless we do evangelism." Restoration and recovery are taking place across the team but we must always have a "what's next God?" question in the background.

### **In 2022**

We welcomed Lynne Cullens as our new Bishop of Barking. I have invited her to come to the team in the Autumn of 2023.

After years of national discussion, we were invited to participate in Living in Love and Faith, the CofE course on sexuality. My thanks to those who participated in the course and gave me feedback. However the vast majority across the churches did not express your opinions on this matter to me, so my feedback to the national church was from the few.

As I write this in 2023, I need to mention that in March 2023, we celebrated the completion of the restoration of St Mary's roof and tower. This was a huge undertaking not just in cost but immense problems we had in working around the mobile phone masts. I cannot express my thanks strongly enough to those who contributed financially to the work, our architect, the St Mary's team, PCC and notably William Box. Well done all!

Towards the end of 2022, we also saw the completion of All Saints' new projection system alongside the new audio, resulting in book-free services. Looking forward, the advent of broadband will also offer new possibilities at All Saints' and St Mary's.

The Ukraine refugee crisis prompted a huge response including from our diocese in setting up a *Homes for Ukrainians* scheme with Citizens UK. My thanks to Paula in setting up the Chigwell Community for Ukrainians Support Group, linking with local councillors and the diocese, as well as those in the church and community who have or are currently hosting Ukrainians.

### **Mission and evangelism**

We took a minibus to see Franklin Graham, followed by the Discovery course. We also ran the Start course explaining the Christian faith, and the Moving On course, which culminated with six people confirmed from our team in 2022.

My aim is to have a nurture/enquirers course every year not just for new people, but for those who want to explore the faith they already have.

Homegroups are the places where Christians can grow in fellowship and faith, and we do not have enough. I welcome suggestions for new group leaders and hosts. Resources for groups can always be provided.

Links with our local schools have increased not just in Chigwell and Chigwell Row but across the benefice as a whole, with former connections being restored. There are more invitations to speak at assemblies and requests to visit our buildings. We have also seen new opportunities eg a Sikh faith school in Chigwell wanting to find out about our festivals.

Her Majesty the Queen's Jubilee and death in 2022 presented both challenges and opportunities for us to share in the celebration and later loss of the nation. Many of our people were motivated to open our churches and put on events in partnership with the community. It was a good creative effort across the team.

I could continue with other examples of what has taken place in 2022, including the regular and seasonal events which continue to do excellent work in welcoming the community, fundraising, partnering with charities and council. There were great *Days with a Difference* at St Winifred's during half term with many coming with their families. Partnering with the Red Balloon Foundation in youth ministry at All Saints' House and Limes Farm. 3Food4U and Time2DeStress are now well established at All Saints'.

As always, I am grateful for being here and working with our ministry team, leaders, preachers, Church officers, wardens, treasurers, PSOs, children's leaders, musicians/singers, and the ministry of welcome. A team such as ours needs good administration which we do have, and especially thank you to those who have stepped into the gaps in 2022.

### **Some thoughts and dreams for 2023**

We are beginning to work better with Stapleford Abbotts and Lambourne churches not just in social events but also in ministry. A lot of my work is taken up supporting Rev'd Roger Gayler in working with two fragile yet vibrant congregations whose only income is voluntary giving and flower festivals etc. I hope this relationship deepens in support and prayer.

There is always a need for evangelism and growth, but I really want us to grow in personal faith and discipleship. I have mentioned homegroups and the importance of fellowship, but how can we deepen the faith of our own people?

I reiterate last year's comments, in that we need people young and old to step forward and have a go at ministering across the board. Please don't wait to be asked, if you want to try a reading or leading prayers on Sunday, ask Lorraine, Paula or me. Training can be given. Whatever we do must be 'prophetic' ie inspired by God, which can mean that the thought or urge in our minds may be the Spirit of God's prompting. I try to make space on Sundays for sharing which is only taken up by the regular few. Have a look at 1 Corinthians 14:26.

How can we improve our buildings? Yes of course money is the big factor, but do we have a vision for our buildings that seeks to make them better for mission to the community? *"The church is the only society on earth that exists for the benefit of non-members."* (Archbishop William Temple). We are blessed with good buildings that must evolve for the future and not become museums of the past. Do we have a vision for the future of St Mary's, All Saints' and St Winifred's? We will not be around for ever so what are going to pass on?

### **Finally**

If you read the Old Testament, you will see God continually calls his people to turn to Him and seek His ways. Even after disastrous times, God is always in the business of restoration, whether it's the walls of Jerusalem, rebuilding of the temple or his presence in people's hearts and minds.

So for all of us, may God restore “what locusts have eaten” ie whatever we have lost through life, situations, or pandemic, and bring us back close to him. May he fill you with the love of Jesus who refreshes and restores the soul.

God bless you all in 2023.

*Rev'd Charlie Kosla*  
*Team Rector*

## **PARISH FINANCE REPORT**

Each of our three churches manages its own accounts and these have been combined into a single statement for the parish as a whole. The statement has been prepared on an accruals basis in a format to comply with Charities Statement of Recommended Practice FRS102. It consists of a Statement of Financial Activities (SOFA) and a balance sheet, together with details of income and expenditure and analyses of funds.

An additional feature of the accounts this year is the treatment of certain items of capital expenditure as fixed assets with a corresponding figure for depreciation. The accounts for 2021 have been restated to include the treatment of capital works in the same way.

Church resources are held in general, designated and restricted funds. St Mary's Nursery is a restricted fund because incoming resources have to be spent in connection with the work of the Nursery. All three churches have designated fabric funds. All Saint's DCC has designated the Lee Fund for the development of the church building and grounds to increase its use and to enhance worship, and has other designated funds for the maintenance of All Saints' House.

Investment funds and the youth funds of all three churches are restricted funds. Most of the investment capital is held by St Mary's in two historic funds to be used only for ecclesiastical purposes. One of those funds was reduced by £30k to help meet the cost of replacing St Mary's roof. The youth funds are restricted because their source of income was donations from church members specifically for youth work.

The accounts have been independently examined and a report from the examiner is included.

The Statement of Financial Activities indicates that total funds including gains on investments carried forward decreased by just over £14k during the year, £25k less than in 2021, combining an increase of just over £29k of income with a decrease in expenditure and revaluation of investment of £4k.

Income from planned giving and collections was comparable to the previous year but income from donations and income tax recoverable was much less due to the appeals in 2021 for funds to meet the cost of St Mary's roof. However, this was offset by a significant increase in hall letting income, as the use of the buildings returned to pre-pandemic levels, and an increase in telecom mast income following improved contracts.

Nursery income increased by £20k and expenditure by £17k compared to 2021. However, the costs in 2022 still exceeded income by over £2k resulting in a further reduction in reserves.

The figure for charitable and missionary giving was £2,151 (38.9%) more than in 2021 and amounted to 7.2% of the combined income from planned giving and collections.

The major item of expenditure continues to be the Parish Share which was paid in full.

All three churches have significant balances in their designated funds and are well-placed to fund ongoing maintenance and improvement plans. St Mary's and St Winifred's also have healthy balances in their general funds but the position at All Saints is less secure where the cost of maintaining the church exceeds its direct income. All Saints' is seeking to increase income from giving and other uses of the church building, with the deficit continuing to be met from the income generated by All Saints' House, to the possible detriment of its future condition.

Overall, the Ecclesiastical Parish of Chigwell and Chigwell Row as a registered charity continues to be a "going concern" financially, paying its Parish Share in full and meeting all other obligations. We continue to be indebted to members who give of their time and money to maintain God's Church here in Chigwell and Chigwell Row.

*John Barber*  
*Treasurer*

## **Balance Sheet Position**

The total net assets at the balance sheet date totalled £527k (2021: £542k). Included in this figure are improvements and other fixed assets totalling £63k. Of the remainder, £221k is held in restricted funds (of which £145k is represented by historic endowments), leaving £307k in unrestricted funds. Within unrestricted funds, £247k is designated and £60k is general. The restricted fund includes £60k in the Development and Maintenance Depreciation fund, held as fixed assets, which will be used to cover future depreciation of assets over the remainder of their useful life in accordance with note 2.4.

The total cash balance at year end amounted to £321k of which £76k is restricted (see note 8) and of the balance £246k is designated leaving a deficit of £32k for general unrestricted funds, which is insufficient to cover unrestricted costs. However Gift Aid claims were made in early 2023 which will assist. Because of the ongoing funding of the Charity, a decision was made that cash backing for all designated and restricted reserves is not needed and a small amount of unrestricted costs are met from cash covering these funds. The Rector is targeting a return towards covering at least three months of normal operating activities, based on budget figures.

The general unrestricted funds exceed the reserves policy as the Trustees are seeking to build cash to have sufficient to purchase or extend a property for staff or interns' use (see below) as well as for operating activities.

## **Reserves Policy**

It is the policy for each Church to maintain responsibility for its own funds. This involves fundraising and appeals to raise sufficient income to meet both its running costs and additional sums required for maintenance and development.

Each Church makes a monthly contribution to the central PCC fund which is only used to cover Ministry team expenses and Parish-wide evangelism and outreach and the policy is to retain a balance in this fund approximately equal to around two months running costs. This also allows for a contingency for one-off payments should the need arise. These payments are generally approved by the PCC members.

St Mary's Nursery is responsible for its own income and expenditure and income cannot be used for general Church purposes. The Nursery is managed by St Mary's Church who are liable for any costs should the Nursery be unable to generate funds to cover.



The Reserves of the Nursery currently only cover a month's fixed costs and the Nursery Management Committee are aware of this and are looking to increase reserves to at least two months' costs. Government funding of early years childcare does control what the Nursery can charge.

In extreme cases, the churches may notify the Diocese if they are unable to maintain payment of their Parish Share, there is no facility to default on Insurance or Utility costs.

## **Free Reserves**

We are a faith community and rely principally on funding from members of the congregation as led by God. It is the PCC's policy for each DCC to maintain a balance of available general unrestricted funds in cash and bank accounts (where possible) to equate with three months (25%) of annual unrestricted payments, to cover emergency situations which may arise from time to time. This has not been achieved at 31 December 2022.

## **Designated Funds and Commitments**

All Saints' maintains separate designated funds for upkeep of its Church rooms and has liability for the upkeep of two flats. Their policy is available separately, however, as a result of obligations to the residential flats, a higher contingent reserve is held to cover unforeseen events. Funds are also held in respect of donations and grants received specifically for Organ, Bell Tower, stained glass and Churchyard repairs.

Although designated reserves are quite significant, All Saints' have contracted to have their Hall Roof replaced in 2023 and their Bells overhauled. St Winifred's have identified a Church Development programme and hope to make significant inroads into these works in 2023.

The PCC may designate additional unrestricted funds to be retained for an agreed purpose where this is considered to be prudent.

Such designated funds are reviewed on an annual basis and returned to the general unrestricted fund in the event that the purpose of their designation is no longer considered to be adequate justification for their retention.

A description of each fund together with the intended use of the fund is set out in note 16. At 31 December 2022 total designated funds were £247k (2021: £331k).



## Restricted Funds

The Churches which comprise the PCC hold several restricted funds, totalling £221k at 31 December 2022 (2021: £156k). A description of each fund together with the specified use of the fund is set out in note 16.

The Trustees consider that the operations continue to be viable given the current rate of income and unrestricted funds.

## Risk Management

The PCC is responsible for the identification, mitigation and or management of risk. To achieve this, a register of all the risks identified is being drawn up and, alongside it, a management and mitigation strategy formed. This will be subject to review by the PCC on an annual basis with the responsibility for delivery of the mitigation strategies identified by it being delegated to the Churchwardens and reported to the PCC.

## Risks

The risk register identifies four generic principle areas where the risk of either failure to act or the impact of the events is considered 'high'. These areas and the associated mitigation strategies are:

- **Reduced Income:** Reduction in income from donors. This can be affected by donors being unable to maintain their giving or moving away from the Church. All three Churches have members who individually donate significant sums during the year. Giving is recorded by the Treasurers who are the only Officers who are aware of how much an individual gives and is reported to the DCCs regularly during the year and affects decisions taken over discretionary spend.
- **Safeguarding:** Where a child or vulnerable adult may be being abused or mistreated, whether by someone working for or on behalf of the church or in their outside environment. Each church has appointed a Safeguarding Officer who is elected at the first District Church Council meeting of the year and subsequently ratified by the PCC, and will hold the post until the next election, this having been agreed at the Annual Parochial Church Meeting.
  - Policies are aligned with those of the national church;
  - In line with the policy of the national church all relevant staff and volunteers have to complete and maintain a valid DBS certificate;
  - All Officers and leaders are required to maintain a defined level of training;

- There have been no safeguarding issues reported or dealt with during the year.
- **Catastrophic Building Failure or Major Repairs:** The Church holds insurance for all major risks that the church site is exposed to, subject to the insurance being available at an economic price;
  - Each Church site is subject to a Quinquennial Inspection from an architect approved by the Diocesan Advisory Committee and appointed by the PCC who tables repairs to be undertaken within the following five years;
  - Each Church maintains a thorough maintenance and renewal programme based on the previous Quinquennial report as far as this is possible with major issues and regular preventative maintenance and servicing prioritised.
- **Uncertainties:** In addition to the risks identified above, in light of the pandemic, the PCC acknowledges continuing uncertainties in relation to the church's operations in 2023. These include whether church members and visitors will continue and grow. As a result of the pandemic, the Churches now have developed strategies to service those who cannot attend Church services and prefer to worship online. Midweek Morning prayer is generally on Facebook, allowing those housebound to attend. The PCC and DCCs are continually looking at new ways of attracting donations and all have contactless card readers available. The introduction of wifi in Churches will permit the development of live streaming of worship, including "life event" services in the future.  
Each Church has proved that its key business can be transacted in online meetings. Correspondence with external contacts and payment made by and to them is mainly made electronically, reducing the need for in person meetings, should this be necessary.

**Independent Examiner's Report to the Trustees / Members of the Parochial Church  
Council of the Ecclesiastical Parish of Chigwell & Chigwell Row  
Registered Charity No. 1133035  
for the year ended 31st December 2022**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2022 set out on pages 20-32.

**Responsibilities and basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Peter Saltiel  
Church & Charity Accounts Service  
7 Planchadeau, 23460 Saint-Pierre-Bellevu  
France  
Dated 30<sup>th</sup> April 2023



PAROCHIAL CHURCH COUNCIL OF CHIGWELL & CHIGWELL ROW

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £ Restated
<b>Incoming &amp; endowments</b>	3				
Donations & legacies	3.1	155,943	-	<b>155,943</b>	225,150
Charitable activities	3.2	207,291	-	<b>207,291</b>	156,371
Other trading activities	3.3	1,870	43,252	<b>45,122</b>	256
Investments	3.4	4,770	25	<b>4,795</b>	3,795
Other income	3.5	1,290	-	<b>1,290</b>	-
<b>Total income &amp; endowments</b>		<b>371,164</b>	<b>43,277</b>	<b>414,441</b>	<b>385,572</b>
<b>Expenditure</b>	4				
Fundraising costs	4.1	38	-	<b>38</b>	-
Charitable activities	4.2	332,977	91,972	<b>424,949</b>	438,946
<b>Total expenditure</b>		<b>333,015</b>	<b>91,972</b>	<b>424,987</b>	<b>438,946</b>
<b>Net incoming/(outgoing) resources</b>		38,149	(48,695)	<b>(10,546)</b>	(53,374)
Gains/(losses) on investment assets	7	-	(3,904)	<b>(3,904)</b>	13,674
<b>Fund transfers</b>		(117,541)	117,541	-	-
<b>Net movement in funds</b>		<b>(79,392)</b>	<b>64,942</b>	<b>(14,450)</b>	<b>(39,700)</b>
<b>Total funds brought forward</b>		<b>385,938</b>	<b>155,846</b>	<b>541,784</b>	<b>581,484</b>
<b>Total funds carried forward</b>		<b>306,546</b>	<b>220,788</b>	<b>527,334</b>	<b>541,784</b>

All activities are regarded as continuing.

The above statement includes all recognised gains and losses during the year.

The Notes to the accounts form part of the Financial Statements

PAROCHIAL CHURCH COUNCIL OF CHIGWELL & CHIGWELL ROW

BALANCE SHEET AT 31 DECEMBER 2022

	Notes	2022 £	2021 £
Fixed assets			
Tangible fixed assets	6	63,050	26,873
Investments	7	145,464	179,368
Total fixed assets		<u>208,514</u>	<u>206,241</u>
Current assets			
Debtors	9	31,727	41,171
Cash at bank and in hand		<u>320,995</u>	<u>309,546</u>
		352,722	350,717
Creditors: amounts falling due within one year	10	<u>(33,902)</u>	<u>(15,174)</u>
Net current assets		318,820	335,543
Total assets less current liabilities		<u>527,334</u>	<u>541,784</u>
Creditors: amounts falling due after one year	10	-	-
NET ASSETS		<u><u>527,334</u></u>	<u><u>541,784</u></u>
Funds	8		
Unrestricted funds	11	60,270	55,400
Designated Funds	11	246,276	330,538
Restricted funds	11	220,788	155,846
		<u><u>527,334</u></u>	<u><u>541,784</u></u>

Approved by the Parochial Church Council on the 27th April 2023 and signed on its behalf

Chairman



# PAROCHIAL CHURCH COUNCIL OF CHIGWELL & CHIGWELL ROW

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 1 Basis of preparation

#### 1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts, accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

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.

#### 1.2 Going concern

At the time of approving the accounts the Trustees have a reasonable expectation that the charity has sufficient reserves and that the charity is a going concern.

#### 1.3 Changes in basis of accounting

With effect from 1st January 2022, purchases of assets and major repairs to buildings apart from the Church have been capitalised and depreciated over their useful life over periods of 4-10 years.

#### 1.4 Changes to previous accounts

As a result of the change in 1.3 above, prior year comparisons have been restated where appropriate for the purpose of consistency. There have been no other changes.

## 2 Accounting policies

### 2.1 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 maintenance 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. They also include income for Youth work.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022 (cont'd)

2 Accounting policies (cont'd)

2.1 Funds accounting (cont'd)

Endowment funds - funds the capital of which must be maintained; only income arising from the investment of the endowment may be used, either as restricted or unrestricted funds, depending on the purpose set out in the terms of the original endowment

2.2 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 donation is received.

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

Income from investments

Interest is accounted for as it accrues.

All other income

All other income is recognised when it is receivable.

Gains and losses on investments

Realised gains are recognised when the investments are sold

Unrealised gains and losses are accounted for on revaluation on 31 December.

2.3 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. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

## 2.4 Fixed Assets

### Tangible fixed assets

Consecrated and beneficed property of any kind is excluded from the accounts by s.10 of the Charities Act 2011.

Movable church furnishing held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church's inventory which can be inspected. For inalienable property acquired prior to 2021 there is insufficient cost information available and therefore such assets are not valued in the accounts. Individual items acquired since January 2021 have been capitalised in the accounts and depreciated over their useful economic life.

Depreciation of fixed assets is 4 years in respect of ICT Equipment, 5 years for Furniture and 10 years for building and site improvements.

### Investments

Investments are stated at market value at the balance sheet date.

## 2.5 Current Assets

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

Short-term deposits include cash held on deposit either with the CBF Church of England Funds, or at the bank.

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<b>3 Income &amp; endowments</b>				
<b>3.1 Donations &amp; legacies</b>				
Planned giving	94,084	-	94,084	98,136
Collections at all services	12,428	-	12,428	6,918
Gift days	-	-	-	-
Sundry donations and appeals	20,568	-	20,568	79,840
Income tax recoverable	28,863	-	28,863	40,256
Grants	-	-	-	-
Legacies	-	-	-	-
Total donations & legacies	155,943	-	155,943	225,150
<b>3.2 Charitable activities</b>				
Bookstall	-	-	-	-
Church & hall lettings etc	79,476	-	79,476	54,932
Fees from weddings etc	11,886	-	11,886	10,253
Income from Nursery School activities	87,754	-	87,754	66,997
Parish magazine	888	-	888	2,340
Alpha & donations for Charity	-	-	-	-
TEMP - PCC receipts from churches	-	-	-	-
Telecom mast income	26,816	-	26,816	21,190
Other income	471	-	471	659
Total charitable activities	207,291	-	207,291	156,371
<b>3.3 Other trading activities</b>				
Fetes, bazaars & other fund-raising events	1,870	43,252	45,122	256
Other income	-	-	-	-
Total other trading activities	1,870	43,252	45,122	256
<b>3.4 Investments</b>				
Dividends and interest	4,770	25	4,795	3,795
Total investments	4,770	25	4,795	3,795
<b>3.5 Other income</b>				
Insurance claims	-	-	-	-
Miscellaneous	1,290	-	1,290	-
Total other income	1,290	-	1,290	-
<b>Total income &amp; endowments</b>	371,164	43,277	414,441	385,572

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<b>4 Expenditure</b>				
<b>4.1 Fundraising costs</b>				
Fete costs	38	-	38	-
	<u>38</u>	<u>-</u>	<u>38</u>	<u>-</u>
<b>4.2 Charitable activities</b>				
Missionary and charitable giving:	7,686	-	7,686	5,535
Total grants	<u>7,686</u>	<u>-</u>	<u>7,686</u>	<u>5,535</u>
Diocesan parish contribution	120,731	-	120,731	120,865
Other clergy / ministry costs	5,045	-	5,045	3,308
Church running expenses	12,544	-	12,544	22,584
Repairs & maintenance	22,767	81,783	104,550	148,152
Upkeep of services	2,861	-	2,861	1,009
Upkeep of churchyard	1,370	-	1,370	563
Parish magazine	-	-	-	(656)
Other costs	4,233	-	4,233	7,310
Sunday school costs (incl training) + youth	2,250	750	3,000	-
Hall running costs	34,407	-	34,407	33,719
Other property costs	-	-	-	-
Nursery Costs	90,089	-	90,089	73,356
Funeral fees	3,142	-	3,142	3,581
Depreciation of fixed assets	-	9,439	9,439	1,465
Administration	25,852	-	25,852	18,155
Total charitable activities	<u>332,977</u>	<u>91,972</u>	<u>424,949</u>	<u>438,946</u>
Total expenditure	<u>333,015</u>	<u>91,972</u>	<u>424,987</u>	<u>438,946</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

**5 Staff costs**

	2022	2021
	£	£
a Wages and salaries	-	-

During the year, St Marys Nursery employed staff in accordance with the numbers of children attending. The Nursery is registered with HMRC and dealt with its own tax and national insurance affairs. The clergy team are employed by Chelmsford Diocese. No other staff were employed by the charity and no employee received more than £60,000

**b Payments to PCC members**

Various members of the PCC claimed for, and were reimbursed for directly incurred expenses on production of appropriate receipts. The PCC Secretary is a self-employed PA and is paid a fee for being part time Secretary to the Rector. No other member of the PCC received any payment from the charity.

**6 Tangible fixed assets**

The Church buildings are owned by Chelmsford Diocese and therefore not carried at value within the Church accounts

	Property & Fixtures	Furniture & Fittings	Audio, Visual & Computers	Total
<b>Cost</b>				
At 31st December 2021	10,484	-	17,854	28,338
Additions in the year	23,656	5,256	16,704	45,616
At 31st December 2022	34,140	5,256	34,558	73,954
<b>Depreciation</b>				
At 31st December 2021	349	-	1,116	1,465
Charge for the year	2,876	707	5,856	9,439
At 31st December 2022	3,225	707	6,972	10,904
<b>Net Book Value</b>				
At 31st December 2021	10,135	-	16,738	26,873
At 31st December 2022	30,915	4,549	27,586	63,050

**7 Investments**

	£
Market value 1 January 2022	179,368
Disposals at carrying value	(30,000)
Purchases at cost	-
Net gains and revaluation	(3,904)
Market value 31 December 2022	145,464

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

**8 Analysis of Net assets by fund**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Fixed assets for church use	-	-	63,050	63,050	26,873
Investment fixed assets	-	-	145,464	145,464	179,368
Current assets	94,172	246,276	12,274	352,722	350,717
Current liabilities	(33,902)	-	-	(33,902)	(15,174)
Long term liabilities	-	-	-	-	-
	<u>60,270</u>	<u>246,276</u>	<u>220,788</u>	<u>527,334</u>	<u>541,784</u>

**9 Debtors**

	2022 £	2021 £
Income tax recoverable	11,610	17,000
Prepayments and accrued income	20,117	24,171
	<u>31,727</u>	<u>41,171</u>

**10 Creditors: amounts falling due within one year**

	2022 £	2021 £
Accruals for utilities and other costs	33,902	15,174
	<u>33,902</u>	<u>15,174</u>

**11 Statement of funds**

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers in/(out) £	Gains/ (Losses) £	Carried Forward £
<b>Designated funds</b>						
All Saints						
Fabric & Project	22,728	-	(4,848)	(4,010)	-	13,870
Lee fund	83,945	872	-	(30,204)	-	54,613
ASH fund	9,244	41,808	(18,817)	(25,119)	-	7,116
ASH fire alarm	7,200	-	-	1,800	-	9,000
ASH projects	18,935	-	-	16,784	-	35,719
ASH sinking	19,523	-	(1,870)	(3,626)	-	14,027
St Marys						
Fabric	108,392	13,713	(6,551)	(67,472)	-	48,082
St Winifreds						
Fabric	50,222	15,962	(3,600)	(6,749)	-	55,835
St Mary's Nursery	10,349	87,754	(90,089)	-	-	8,014
	<u>330,538</u>	<u>160,109</u>	<u>(125,775)</u>	<u>(118,596)</u>	<u>-</u>	<u>246,276</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)  
FOR THE YEAR ENDED 31 DECEMBER 2022

## 11 Statement of funds (cont'd)

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers in/(out) £	Gains/ (Losses) £	Carried Forward £
<b>General funds</b>						
All Saints	933	50,823	(55,167)	1,319	-	(2,092)
St Marys	23,832	94,512	(90,761)	-	-	27,583
St Winifreds	28,815	63,617	(58,344)	(264)	-	33,824
PCC	1,820	24,853	(25,718)	-	-	955
	<u>55,400</u>	<u>233,805</u>	<u>(229,990)</u>	<u>1,055</u>	<u>-</u>	<u>60,270</u>
<b>Total unrestricted funds</b>	<u>385,938</u>	<u>393,914</u>	<u>(355,765)</u>	<u>(117,541)</u>	<u>-</u>	<u>306,546</u>
<b>Restricted funds</b>						
All Saints						
Investments	3,545	25	-	-	-	3,570
Church Fabric fixed assets		-	(305)	6,010	-	5,705
Lee fund fixed assets	16,738	-	(7,206)	30,204	-	39,736
ASH projects fixed assets	10,135	-	(1,928)	6,842	-	15,049
Youth fund	4,915	-	(750)	-	-	4,165
St Marys						
Investments	177,420	-	-	(30,000)	(3,904)	143,516
Roof	(58,941)	43,252	(81,783)	97,472	-	-
St Winifreds						
Fabric	-	-	-	3,688	-	3,688
Youth fund	2,034	-	-	3,325	-	5,359
<b>Total restricted funds</b>	<u>155,846</u>	<u>43,277</u>	<u>(91,972)</u>	<u>117,541</u>	<u>(3,904)</u>	<u>220,788</u>
<b>Total all funds</b>	<u>541,784</u>	<u>437,191</u>	<u>(447,737)</u>	<u>-</u>	<u>(3,904)</u>	<u>527,334</u>

	Bal b/fwd 1 Jan 2022 £	Income £	Expenditure £	Transfers in/(out) £	Gains / (Losses) £	Bal c/fwd 31 Dec 2022 £
Unrestricted Fund	55,400	211,055	(207,240)	1,055	-	60,270
Designated Funds	330,538	160,109	(125,775)	(118,596)	-	246,276
Restricted Fund	155,846	43,277	(91,972)	117,541	(3,904)	220,788
<b>Total funds</b>	<u>541,784</u>	<u>414,441</u>	<u>(424,987)</u>	<u>-</u>	<u>(3,904)</u>	<u>527,334</u>