

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF WITHAM

England & Wales · Charity number 1133036

Details

Other names	WITHAM PCC
Status	Registered
Legal form	Previously excepted
Registered	2009-12-01
Register	View on the Charity Commission register

Contact

Address	St. Nicolas Church Hall Chipping Hill Witham CM8 2JS
Phone	01376791548
Email	admin@withamvillages.team
Website	https://www.achurchnearyou.com/church/6710/

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Religious activities according to the doctrine and practices of the Church of England

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Essex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£119,252	£117,100	-	-
2023-12-31	£110,011	£96,090	-	-
2022-12-31	£105,234	£104,024	-	-
2021-12-31	£91,755	£89,011	-	-
2020-12-31	£86,715	£86,486	-	-

Trustees

Name	Role	Appointed
Rev Jonathan Llewelyn Pritchard	Chair	2021-09-01
ANDREW HOLT MA GCST		2011-09-30
Carla Tointon		2025-05-25
Carol Elizabeth Tymms		2022-10-11
Caroline Elaine Churn		2024-07-09
David Martin		2025-06-02
Deirdre Jane Schnaar		2023-12-11
Janet Pamela Maureen Hewitt		2024-07-09
John Paul Hassler		2016-04-17
MICHAEL ROBINSON		
Marian Jane Mitchell		2019-05-14
Michael John Gibbs Hewitt		2024-07-09
Morounke Ekundayo Oluwatoyin Akande		2023-10-11
Petrina Tointon		2025-05-25
RODNEY JOHN CULLUM		2014-04-06
Rev HOWARD W SCHNAAR		2023-05-02
Rev Noah Samuel Cockett		2023-10-01
Rev SUSAN MARY MALAM		2014-07-01
Tracey Mackay		2022-05-13
Zoe Natasha Gilby		2023-10-01

Accounts

St Nicolas

Witham and Villages

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF WITHAM
(CHARITY NO. 1133036)**

**ST NICOLAS' CHURCH
CHIPPING HILL
WITHAM CM8 2JS**

ANNUAL REPORT & ACCOUNTS - 2024

**Team Rector Revd Dr Jonathan Pritchard
Team Vicar Revd Jane Quinton
Team Vicar Revd Howard Schnaar
Assistant Curate Revd Noah Cockett
Associate Priest Revd Susan Malam**

WITHAM PCC

THE ANGLICAN CHURCH IN THE TOWN OF WITHAM CENTRED ON THE PARISH CHURCH OF ST NICOLAS

The Parish Church is on Chipping Hill in Witham.

The correspondence address is:

The Parish Office, St Nicolas Church Hall, Chipping Hill, Witham. Essex CM8 2JS

In 2024 the Parochial Church Council has consisted of:

Revd Dr Jonathan Pritchard, Team Rector

Revd Jane Quinton, Team Vicar

Revd Howard Schnaar, Team Vicar

Revd Noah Cockett, Asst. Curate

Revd Susan Malam, Associate Priest SSM

Mrs Deirdre Schnaar, Reader LLM

Mr Andrew Holt, Churchwarden, Vice Chair of PCC, Electoral Roll Officer, Diocesan Synod & Deanery Synod Representative

Ms Marian Mitchell, Churchwarden.

Mr Mike Robinson, Diocesan Synod & Deanery Synod Representative

Mrs Jenny Robinson, Deanery Synod Representative (Until 1st Oct 2024)

Ms Dayo Akande, elected. PCC Treasurer.

Mrs Samantha Rees, elected. PCC Secretary.

Mrs Lyn Corke, elected (Until 19th May 2024)

Mrs Caroline Churn, elected (From 9th July 2024)

Mr Rodney Cullum, elected

Mrs Zoe Gilby, elected

Mr John Hassler, elected

Mrs Janet Hewitt, elected (From 9th July 2024)

Mr Michael Hewitt, elected (From 9th July 2024)

Ms Tracey Mackay, elected

Mrs Anna Pritchard, elected, Environment Advocate for Witham Deanery (From Feb. 2024)

Ms Liz Tymms, elected, Environment Advocate for Witham Deanery (From Feb. 2024)

The PCC Standing Committee comprises the Rector, the two Churchwardens, the PCC Secretary, Mr Rodney Cullum (Until 19th May 2024) & Mrs Tracey Mackay (From 19th May 2024).

The PCC Accounts are held by Barclays Bank plc, Witham and funds are also held by the CBF Church of England Deposit Fund, London.

The Independent Examiner is Mrs Ann Clarke, Witham.

St Nicolas' Church is part of the Witham and Villages Team Ministry which has responsibility for the town of Witham and the neighbouring parishes of Terling, Fairstead, White Notley, Faulkbourne, Rivenhall and Silver End. Each parish has its own PCC. The Witham and Villages Team Ministry is also joined with the parish of Hatfield Peverel with Ulting to form the Pilgrim Rivers Mission and Ministry Unit (MMU).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC was exempted by order from registering with the Charity Commission until 2010 when it registered and was given the Charity number 1133036.

The PCC now has seven accounts which must be spent on Restricted purposes as follows;

a) Abrey Trust

The Managing Trustees [the PCC] shall apply the clear income and at their discretion the whole or part of the property of the Church Charity in or towards rebuilding, repairing, enlarging, altering, furnishing, and equipping the Church of St Nicolas in the said ecclesiastical parish.

b) Church House Fund

Under the control of the Incumbent & Churchwardens to be used to provide any building for the purposes of:

1. Divine Worship }
2. Classes or Lectures } Connected with the
3. Meetings } Church
4. Clubs }
5. Clerical Meetings & Social Conferences}
6. Any purpose in the opinion of the Incumbent & Churchwardens for improving conditions of the population of the Parish. Building may not be used in any way against the principles of the Church of England.

c) Fabric Fund

Income & capital for upkeep of the fabric of St Nicolas church and churchyard.

d) Graves Fund

Income for upkeep of graves.

e) John Suddards Memorial Fund

Income and capital to provide discretionary funds in memory of the late Reverend John Suddards.

f) Church Community Fund

Income and capital for Witham based hardship cases / people in urgent need of money. This fund is administered via Braintree Halstead & Witham CAB.

g) Bellringers Fund

In December 2023 the PCC took responsibility for a seventh Restricted Account, held in trust for the Bellringers use.

The appointment of PCC members is governed by and set out in the Church Representation Rules. PCC members are recruited from the wider congregation, and all are encouraged to consider standing. New members are offered induction training by the Church Wardens on a one-to-one basis. All members are briefed on compliance with health and safety legislation, safeguarding, data protection and other like legislation. Members have completed all required safeguarding courses via the online Diocesan training portal. They also have access to training events organised on a Deanery, Area, and Diocesan basis. Provision is made for sharing information and skills from these events where appropriate.

The PCC met 6-weekly from January to November 2024, with the addition of a Faith meeting in February; A total of 9 meetings across the year.

The PCC Standing Committee also met regularly throughout the year. Again 6-weekly; usually 2-3 weeks before the PCC meetings. They involve agreeing the PCC agenda, plus any other urgent business to support PCC work.

Email correspondence involves PCC agendas, virtual proposals & votes, relevant reports and subcommittee minutes for consideration and acceptance at PCC meetings.

The PCC also has the following sub-committees:

- a) The Medieval Fayre Committee has delegated power to organise and run the Annual Medieval Fayre. The 2024 Medieval Fayre was successfully held on 29 June.
- b) The Church Fabric Committee advises the PCC on fabric and property matters for the Church, Church grounds and Church Hall. Meetings ran 4-6 weekly throughout the year.
- c) Finance and Stewardship committee has oversight of the accounts and finances.
- d) Social and Events Committee met regularly every 4-6 weeks throughout the year to encourage social events and fundraising opportunities at St Nicolas. (Part of our welcome agenda). Events this year included; Quiz nights, Bring & Share meals, and Music Recitals.
- e) Eco Church Group met regularly throughout the year, to develop the ecological agenda within our church. We achieved the A-Rocha Bronze award this year.
- f) Christmas Tree Festival, is developed and managed by the St Nicolas Christmas Tree Festival Committee. This working group met during 2024, and organised a successful festival over the weekend of 7-8 December.

Working groups also report to the PCC as required

- a. Outreach & Mission Group: Continuing our youth ministry and links with local schools. Also focussed on wider mission outreach, pastoral care, and worship activities in the Parish.
- b. Friends Of St. Nicolas Group is aimed at developing Witham Town's Business links and general Community links with St Nicolas.

In addition, the **First Sunday Group** exists to assist the clergy on the content and delivery of the Sunday morning All Age Eucharist on the First Sunday of the month.

The Ministry Team is led by the Team Rector who has overall responsibility for the Mission and Ministry of the Benefice of Witham and Villages (7 churches). He exercises direct responsibility for the Parishes of Witham, Faulkebourne and White Notley. Part of his remit is to engage church in its historic role within the public space of town and civic life. He is also responsible for training the Assistant Curate. There are two Team Vicars. The Team Vicar for the Villages exercises responsibility for the parishes of Terling, Fairstead, and Rivenhall & Silver End. The Team Vicar for Neighbourhoods has responsibility for developing the Church's connections with communities in Witham's growing neighbourhoods. All members of the Team share in leading worship in each of the Churches of the Benefice. They also meet weekly for Staff Meetings and daily for Morning and Evening Prayer.

There are also distinctive and authorised lay ministries working in the parishes:

Déirdre Schnarr is a Reader/Licensed Lay Minister (LLM).

Pat Pullen & Heather Brewster are both Lay Funeral Ministers.

David Martin, Pat Hall, and Andrew Holt are Authorised Lay Preachers (ALP)

OBJECTIVES AND ACTIVITIES

The primary objective of the PCC is the promotion of the Gospel of Our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The PCC is fully committed to co-operating with the clergy team to promote throughout the parish, the whole mission of the Church; pastoral, evangelistic, social, and ecumenical.

The church receives the services of a Director of Music; Mr David Martin (Until 30th March 2024) and Mr Ashley Thompson (From 1st April 2024). We have a paid Parish Administrator; Ms Linzi Barrett. We also have a paid hall Cleaner; Ms Annika Halford (From 20th May 2024). The church is very dependent on the goodwill and hard work of the many volunteers, in particular, the church officers, church cleaning, churchyard maintenance, odd jobs, church hall letting, duplicating service sheets and the like, sacristan duties, worship organisation, and many other specific tasks are all achieved through volunteer work. Our thanks are expressed to all those who helped to carry out these duties throughout the year.

This year marked David Martin's final set of Easter services after 40 years as our well-loved Director of Music.

The Clergy Team have settled well into our benefice, town, and villages with flourishing results. All regularly preach and celebrate Communion at St Nicolas, with the welcome addition of our Assistant Curate Revd Noah Cockett, who was priested at St. Botolph's Church in Colchester on the 28th September. He celebrated his first Holy Communion service at St Nicolas on Sunday 29th.

The PCC worked with the clergy to encourage the congregation, and its growth to ensure that fruitful and effective discipleship is developed, particularly at the festival services, and during the seasons of Lent and Advent. Chatterbox, the toddler group for pre-school children, continues to flourish, meeting weekly on Mondays in term time. Our All-Age Eucharist on the first Sunday of the month has seen several new families join us this year and grows from strength to strength. Sunday Children's Church restarted in February, followed by a new Sunday evening discussion group for older teenagers from April. We have an effective and growing Eco group who organised and introduced an ecologically supportive churchyard plan in April. They feed creative ideas into our adult congregation and all our children's groups alike, which support growth in our church and help focus us on the need to look after God's amazing created world. All are an excellent resource for children's education and nurture in our parish.

We have been focussing on the long process of obtaining a faculty for several church Fabric projects throughout the year. Our major project and faculty process ongoing, is that to replace the existing lead roof in the South Aisle of the church with Terne Coated Stainless steel. This to make good the damage from previous lead thefts over the years, and to future proof this happening again. The full proposal and plans are currently being assessed for approval by Chelmsford Diocesan Advisory Committee. To support this project, we agreed this year's Mediaeval Fayre profits (£11,432.10) be allocated into a new designated fund, The 'South Aisle Roof Repair Fund;' this will support fundraising and grant matching applications to help us meet the costs involved in repairing the south aisle roof. In November we agreed to accept our Architects recommendation for Lodge and Sons to complete the work on this project, at a cost of £66,580 (excluding VAT). We are hopeful that this work will be completed by end of 2025.

Our two major annual community events, the Mediaeval Fayre (in June) and the Christmas Tree Festival (in December), were very successful, well attended and much enjoyed by all. We also held several social events, including Quiz nights, a Talent show and a series of musical recitals in the Church. The Mothers' Union held their usual full calendar during the year.

Our commitment to working well with our sister churches in Witham continues. We support Tuesday Praise at the URC and Churches Together in Witham. The Easter Witness, and outdoor Carol service were both held in the Grove Centre again this year – with the Christmas Service opening the Town's Christmas Market.

Finances do continue to struggle, especially with the need to continue to allocate funds towards our Parish Share, and into the general maintenance of what is a grade 1 listed church building. And as noted above, specifically, we have a major obligation to repair our church roof which requires a significant amount of additional funding. We are pleased to note that regular giving has continued to increase during 2024. Supported by our growing congregation, effective ministry within our church and our reaching out to the local community.

We have also been effectively reviewing our bills and income in consultation with our Eco team. We are now on a green eco-friendly tariff with a new gas/electricity supplier from October 2024 which will save approx. £1,000 per year. We have significantly reduced our water bills in year, overestimated to March 2024, and have received a refund of £2,000. We have also competitively increased our Hall hire charges in line with maintenance improvements made by volunteers to our Hall premises this year.

Everything in God's grace is moving in the right direction.

ACHIEVEMENT

The church enjoyed a successful year of worship and witness. Our regular 9.30am Sunday Communion Service continues, as does our regular 6.00pm Sunday Evensong service and our regular 10am Thursday Communion Service. All services are clergy led.

Numbers coming to regular church services increased across the year, with some new families attending. The 9:30am Communion service ranges between 70 to 90 with the All-Age Communion service attracting the largest numbers. Attendance at Evensong generally varies between 24 to 40 (with the notable exception of David Martin's last service where there were over 100.) Numbers attending Christmas services in 2024 also significantly increased (by 25%), building on the growth we noted last year. This was aided by continued proactive publicity for church services, both physical and online, and encouraging a culture of invitation within the regular congregation.

Holy Week services continue to be a significant high point of the churches spiritual journey through the year

In 2024 the clergy and lay funeral ministers officiated at 35 baptisms, 7 weddings, 14 funeral services in Church, 6 at the Crematorium, and 2 interments of ashes in the churchyard.

FINANCIAL

Ekundayo Akande formally took over from John Hassler as treasurer on 30 May 2024.

Key items from the financial report are set out below.

Total receipts on ordinary restricted funds in 2024 was at £116,874, higher than the 2023 figure of £110,011. Expenses increased moving from £96,090 in 2023 to £116,608 in 2024 leaving a small surplus of £266.

£112,320 was spent on Church Activities, including an increase of £40,371 in 2024 from £30,000 in 2023 in contributions towards the Diocesan Parish Share (Parish Share).

Parish Share contributions are made towards ministry costs and central diocesan costs, calculated by a formula based on church members. We were unable to meet our budgeted Parish share contribution of £99,508 for 2024 and only able to contribute £40,371. This payment included £9171 (realised from Mediaeval fayre income for 2023 intended to go towards the Parish Share for 2023).

The Mediaeval Fayre continues to be the largest revenue generator with income of £16,646 up from £14,742 in 2023, bringing the total income for fundraising activities to £24,984 from £22,340 in 2023. This year, Mediaeval Fayre income was allocated to the roof fund. Expenses for organising fundraising activities also decreased from £6233 in 2023 to £4158 in 2024.

RESERVES POLICY

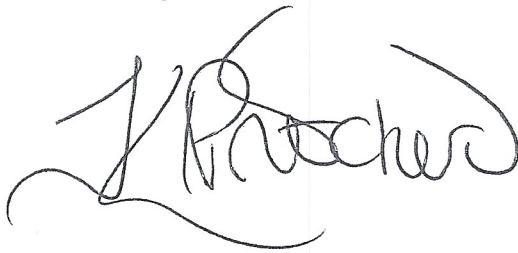
The PCC's policy requires that a balance of approximately 4 months be maintained to cover emergency requirements. Paying the total amount of £99,508 as budgeted in Parish Share would have depleted our unrestricted reserves, left us vulnerable and is

not in accordance with the PCC's policy to maintain a balance on unrestricted funds.

After adding bank and deposit balances brought forward on 1 January 2024, the balance carried forward on 31st December 2024 for the ordinary unrestricted funds remains as £37,730 which continues to support the policy on unrestricted funds.

We have continued to invest our funds balances with the CBF Church of England Deposit Fund.

Approved by the PCC on 8 April 2025 and signed on their behalf by Revd Dr Jonathan Pritchard (PCC Chair)

A handwritten signature in black ink, appearing to read 'J Pritchard', with a large, sweeping flourish underneath.

8 April 2025

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036

Receipts and Payments Accounts

Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2024	Total 2023
	£	£	£	£	£	£
Receipts						
Voluntary receipts						
Planned giving	64,647				64,647	48,033
Collections and other giving	5,911				5,911	5,577
All other giving / voluntary receipts	1,392				1,392	10,574
Gift Aid Recovered	6,776				6,776	4,158
Total Voluntary Receipts	78,726	0	0	0	78,726	68,342
Activities for generating funds	24,984				24,984	23,888
Investment Income	885	918	1,390		3,193	1,895
Church Activities	5,975				5,975	4,739
Redemption of Investments	0				0	0
Other receipts	6,304		70		6,374	11,147
Total Receipts	116,874	918	1,460	0	119,252	110,011
Payments						
Church activities						
Parish share	40,371				40,371	30,000
Clergy and staffing costs	15,500				15,500	11,153
Church running expenses	42,849		492		43,341	27,869
Hall running costs	6,593				6,593	8,634
Church Repairs & Maintenance	6,276				6,276	9,373
Hall Repairs & Maintenance	501				501	2,498
Mission giving and donations	230				230	200
Total Church Activities	112,320	0	492	0	112,812	89,727
Cost of generating funds	4,158				4,158	6,233
Governance costs	130				130	130
Other payments	0				0	0
Total Payments	116,608	0	492	0	117,100	96,090
Excess of receipts over payments / (payments over receipts)	266	918	968	0	2,152	13,921
Movements Between Funds (Roof Fund)	-5,903		5,903		0	0
Cash at bank and in hand at 1 Jan	21,745	20,704	48,467	0	90,916	76,995
Cash at bank and in hand at 31 Dec	16,108	21,622	55,338	0	93,068	90,916

Statement of Assets and Liabilities

Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2024	Total 2023
Cash Funds						
Bank Current Account	12,930	3,685	10,270		26,885	32,945
Deposit Accounts	3,178	17,937	45,068		66,183	57,971
Totals	16,108	21,622	55,338	0	93,068	90,916
Liabilities						
Missionary and Charitable Giving	89				89	89
Church Community Fund			1,592		1,592	1,592
John Suddards Memorial Fund		3,685			3,685	3,685
Hope Community Witham Fund			2,989		2,989	2,990
Bellringers Fund			5,689		5,689	6,111
Totals	89	3,685	10,270	0	14,044	14,467
Total Net Assets						
General Fund	16,019				16,019	21,656
Equipment Fund		17,937			17,937	17,018
Abrey Trust			17,980		17,980	17,518
Church House Fund			3,883		3,883	3,687
Fabric Fund			14,569		14,569	13,836
Graves Fund			2,733		2,733	2,734
Roof Fund			5,903		5,903	0
Hope Community Witham Fund			0		0	0
Bellringers Fund			0		0	0
John Suddards Memorial Fund		0			0	0
Church Community Fund			0		0	0
Totals	16,019	17,937	45,068	0	79,024	76,449

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036

Financial Statement for the year ended 31st December 2024

General Fund (Unrestricted) Receipts and Payments Account

	2024	2023
Receipts		
Regular Giving		
	64,647	49,581
	64,647	49,581
Collections and other giving		
Loose plate (Non-Gift Aid Donations)	5,883	5,567
One-off Gift Aid gifts /Donations various	28	10
Gift Aid Income Tax recovered	6,776	4,158
	12,687	9,735
Other voluntary receipts		
Legacies	0	0
Charitable donations	0	200
Donations	621	9,585
Votives	371	389
Flowers - donations	400	400
	1,392	10,574
Receipts from activities for generating funds		
Mediaeval Fayre	16,646	14,742
Concerts	100	461
Easyfundraising.co.uk	93	364
General Fundraising	401	421
Church hall lettings income	7,485	6,262
Magazine sales & advertising	259	90
	24,984	22,340
Investment Income	885	184
Receipts from Church activities		
Parochial fees (fees from weddings and funerals)	5,975	4,739
Choir and Organ Income		0
Literature Income		0
	5,975	4,739
Other Receipts		
Insurance Claims		0
Grants		1,045
Other Receipts	6,304	3,991
	6,304	5,036
	116,874	102,189
Payments		
Church Activities		
Diocesan Parish Share	40,371	30,000
Clergy and staffing costs	15,500	11,153
Church running expenses	42,849	27,869
Hall running costs	6,593	8,634
Church Repairs & Maintenance	6,276	6,300
Hall Repairs & Maintenance	501	2,498
Overseas mission and relief agencies	0	0
Home mission and other church societies	230	200
	112,320	86,654
Fundraising Costs		
Other fundraising costs	160	842
Magazine Costs	0	49
Mediaeval Fayre	3,998	5,342
	4,158	6,233
Other Payments	130	130
	116,608	93,017
Excess of Receipts over Payments	266	9,171
Movements Between Funds		
	-5,903	0
	-5,637	9,171
Bank Current and Deposit accounts at 1st January	21,745	12,574
Bank Current and Deposit accounts at 31st December	16,108	21,745

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036

Financial Statement for the year ended 31st December 2024

Fabric Fund Receipts and Payments Account - Restricted Fund

	2024	2023
Receipts		
Bank Interest	734	430
	<u>734</u>	<u>430</u>
Payments		
Excess of Receipts over Payments	<u>734</u>	<u>430</u>
Bank Current and Deposit accounts at 1st January	13,836	13,406
Bank Current and Deposit accounts at 31st December	<u>14,569</u>	<u>13,836</u>

Church House Fund Receipts and Payments Account - Restricted Fund

	2024	2023
Receipts		
Bank Interest	195	114
Payments		
Excess of Receipts over Payment	<u>195</u>	<u>114</u>
Bank Current and Deposit accounts at 1st January	3,687	3,573
Bank Current and Deposit accounts at 31st December	<u>3,883</u>	<u>3,687</u>

Abrey Trust Receipts and Payments Account - Restricted Fund

	2024	2023
Receipts		
Bank Interest	461	544
Payments		
Excess of Receipts over Payment	<u>461</u>	<u>544</u>
Bank Current and Deposit accounts at 1st January	17,518	16,974
Bank Current and Deposit accounts at 31st December	<u>17,980</u>	<u>17,518</u>

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036

Graves Fund Receipts and Payments Account - Restricted Fund

	2024	2023
Receipts		
Payments		
Bank Charges		
Excess of Receipts over Payment	<u>0</u>	<u>0</u>
Bank Current and Deposit accounts at 1st January	2,734	2,734
Bank Current and Deposit accounts at 31st December	<u>2,733</u>	<u>2,734</u>

Church Community Fund Receipts and Payments Account - Restricted Fund

	2024	2023
Receipts		
Payments		
Excess of Receipts over Payment	<u>0</u>	<u>0</u>
Bank Current and Deposit accounts at 1st January	1,592	1,592
Bank Current and Deposit accounts at 31st December	<u>1,592</u>	<u>1,592</u>

John Suddards Memorial Fund Receipts and Payments Account - Designated Fund

	2024	2023
Receipts		
Net Receipts		
Payments		
Excess of Receipts over Payment	<u>0</u>	<u>0</u>
Bank Current and Deposit accounts at 1st January	3,685	3,685
Bank Current and Deposit accounts at 31st December	<u>3,685</u>	<u>3,685</u>

Hope Community (Witham) Fund Receipts and Payments Account - Restricted Fund

	2024	2023
Receipts		
Donation	0	0
Payments		
Excess of Receipts over Payment	<u>0</u>	<u>0</u>
Bank Current and Deposit accounts at 1st January	2,989	2,990
Bank Current and Deposit accounts at 31st December	<u>2,989</u>	<u>2,990</u>

Equipment Fund Receipts and Payments Account - Designated Fund

	2024	2023
Receipts		
Bank Interest	918	623
Payments		
Repair of Church Organ	0	3,073
Excess of Receipts over Payment	<u>918</u>	<u>-2,450</u>
Bank Current and Deposit accounts at 1st January	17,018	19,468
Bank Current and Deposit accounts at 31st December	<u>17,937</u>	<u>17,018</u>

Bellringers Fund - Restricted Fund

	2024	2023
Receipts		
Transfer to PCC	70	
Payments		
	0	6,111
Excess of Receipts over Payment	<u>492</u>	<u>6,111</u>
Bank Current and Deposit accounts at 1st January	6,111	0
Bank Current and Deposit accounts at 31st December	<u>5,689</u>	<u>6,111</u>

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036

Financial Statement for the year ended 31st December 2024

Statement of Assets and Liabilities at 31st December 2024		
	2024	2023
Cash funds		
Current Accounts	26,885	32,945
Deposit Accounts	66,183	57,971
Total Current and Deposit Accounts	93,068	90,916
Liabilities (General Fund)		
	0	0
	0	0
Other tangible assets		
Lawnmower, cards and office equipment for our Parish and Mediaeval Fayre		

- Notes**
- 1

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2008 using the Receipts and Payments basis.
- 2

The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: Moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal.
- 3

The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. No other payments were made to PCC members.

Approved by the PCC on *** ** 2025 and signed on their behalf by Revd Dr. Jonathan Pritchard (Chair) and Dayo Akande (PCC Treasurer)

Independent examiner's report to the trustees of

The Parochial Church Council of The Ecclesiastical Parish of Witham.

I report on the accounts of the Trust for the year ended 31st December 2024

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. 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;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

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

Name: Mrs Ann Clarke

Signature: 

Relevant professional qualification or body:

Address: 4 Abercorn Way, Witham, Essex, CM8 2UF

Date: 29th April 2025

Accounts

St Nicolas

Witham and Villages

**The Parochial Church Council of the
Ecclesiastical Parish of Witham
(CHARITY NO. 1133036)**

**St Nicolas' Church
Chipping Hill
Witham
CM8 2JS**

Annual Report & Accounts

2023

WITHAM PCC

THE ANGLICAN CHURCH IN THE TOWN OF WITHAM CENTRED ON THE PARISH CHURCH OF ST NICOLAS

The Parish Church is on Chipping Hill in Witham.

The correspondence address is:

The Parish Office, St Nicolas Church Hall, Chipping Hill, Witham. Essex CM8 2JS

In 2023 the Parochial Church Council has consisted of:

Revd Dr Jonathan Pritchard, Team Rector

Revd Jane Quinton, Team Vicar (From 26 January 2023)

Revd Howard Schnaar, Team Vicar (From 2 May 2023)

Revd Noah Cockett, Curate (From 10 September 2023)

Revd Susan Malam, Associate Priest SSM

Revd Christine Newmarch SSM (until 16 July 2023)

Mrs Deirdre Schnaar, Reader LLM (From 10 December 2023)

Mr Andrew Holt, Churchwarden (From 14 May 2023), Vice Chair of PCC (From 13 June 2023), Electoral Roll Officer, Diocesan Synod (From 14 May 2023) & Deanery Synod Representative (From 14 May 2023)

Ms Marian Mitchell, Churchwarden, Vice Chair of PCC (Until 14 May 2023)

Mr Mike Robinson, Churchwarden and PCC Secretary (until 14 May 2023), Diocesan Synod Representative (From 14 May 2023) & Deanery Synod Representative (From 14 May 2023)

Mrs Samantha Rees, PCC Secretary (From 13 June 2023) elected

Ms Dayo Akande, PCC Treasurer (From 13 June 2023) (elected 29 August 2023)

Mr John Hassler, PCC Treasurer (Until 14 May 2023), Supporting PCC Treasurer (From 13 June 2023) (elected 29 August 2023)

Mrs Jenny Robinson, Assistant PCC Treasurer & Deanery Synod Representative (From 14 May 2023)

Mr Agboola Bemigbele, elected

Mrs Olufunke Bemigbele, elected

Mrs Christine Brown, Deanery Synod Representative (Until 14 May 2023)

Mrs Lyn Corke, elected

Mr Rodney Cullum, elected

Mrs Zoe Gilby, (elected 21 November 2023)

Ms Tracey Mackay, elected

Mr Trevor Myatt, elected

Mrs Anna Pritchard, elected

Ms Liz Tymms, elected

The PCC Standing Committee comprises the two Churchwardens, the PCC Secretary and Mr Rodney Cullum.

The PCC Accounts are held by Barclays Bank plc, Witham and funds are also held by the CBF Church of England Deposit Fund, London.

The Independent Examiner is Mrs Ann Clarke, Witham.

St Nicolas' Church is part of the Witham and Villages Team Ministry which has responsibility for the town of Witham and the neighbouring parishes of Terling, Fairstead, White Notley, Faulkbourne, Rivenhall and Silver End. Each parish has its own PCC. The Witham and Villages Team Ministry is also joined with the parish of Hatfield Peverel with Ulting to form the Pilgrim Rivers Mission and Ministry Unit (MMU).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC was exempted by order from registering with the Charity Commission until 2010 when it registered and was given the Charity number 1133036.

The PCC now has seven accounts which must be spent on Restricted purposes as follows;

a) Abrey Trust

The Managing Trustees [the PCC] shall apply the clear income and at their discretion the whole or part of the property of the Church Charity in or towards rebuilding, repairing, enlarging, altering, furnishing, and equipping the Church of St Nicolas in the said ecclesiastical parish.

b) Church House Fund

Under the control of the Incumbent & Churchwardens to be used to provide any building for the purposes of:

1. Divine Worship }
2. Classes or Lectures } Connected with the
3. Meetings } Church
4. Clubs }
5. Clerical Meetings & Social Conferences}
6. Any purpose in the opinion of the Incumbent & Churchwardens for improving conditions of the population of the Parish. Building may not be used in any way against the principles of the Church of England.

c) Fabric Fund

Income & capital for upkeep of the fabric of St Nicolas church and churchyard.

d) Graves Fund

Income for upkeep of graves.

e) John Suddards Memorial Fund

Income and capital to provide discretionary funds in memory of the late Reverend John Suddards.

f) Church Community Fund

Income and capital for Witham based hardship cases / people in urgent need of money. This fund is administered via Braintree Halstead & Witham CAB.

g) Bellringers Fund

In December 2023 the PCC took responsibility for a seventh Restricted Account, held in trust for the Bellringers use.

The appointment of PCC members is governed by and set out in the Church Representation Rules. PCC members are recruited from the wider congregation, and all are encouraged to consider standing. New members are offered induction training by the Church Wardens on a one-to-one basis. All members are briefed on compliance with health and safety legislation, safeguarding, data protection and other like legislation. Members have completed all required safeguarding courses via the online Diocesan training portal. They also have access to training events organised on a Deanery, Area, and Diocesan basis. Provision is made for sharing information and skills from these events where appropriate.

The PCC met monthly from January to July 2023, and 6 weekly from July to November 2023, with the addition of an open PCC meeting in September, and an Extra meeting in October.

The PCC Standing Committee did not meet during the first half of the year. Standing Committee meetings started again from the 20th September and ran through to December. These meetings are 6 weekly and involve agreeing the PCC agenda, plus any other urgent business to support PCC work.

Email correspondence involves PCC agendas, relevant reports and subcommittee minutes for consideration and acceptance at PCC meetings.

The PCC also has the following sub-committees:

- a) The Medieval Fayre Committee has delegated power to organise and run the Annual Medieval Fayre. The 2023 Medieval Fayre was successfully held on 24 June.
- b) The Church Hall Committee is concerned with the fabric and facilities of the Church Hall and makes recommendations to the PCC. They met in May 2023. From November it was agreed this remit to come within the fabric Committee agenda.
- c) The Church Fabric Committee advises the PCC on fabric and property matters. Meetings started again in Sept 2023 and run 4-6 weekly.
- d) Finance and Stewardship committee has oversight of the accounts and finances, feeding back into PCC at each meeting.
- e) Social and Events Committee started in January 2023 to encourage social events and fundraising opportunities at St Nicolas. (Part of our welcome agenda). Events this year included; Quiz nights, Bring & Share meals, and Music Recitals.
- f) Eco Church Group began in August 2023 to develop an eco-focus agenda within our church, currently aiming for the A-Rocha Bronze award.
- g) Christmas Tree Festival, is developed and managed by the St Nicolas Christmas Tree Festival Committee. This working group met during 2023, and organised a successful festival over the weekend of 9-10 December.

Working groups also report to the PCC as required

- a. Outreach & Mission Group, is developing youth ministry and links with local schools. Also focussed on wider mission outreach, pastoral care, and worship activities in the Parish.
- b. Friends Of St. Nicolas Group is aimed at developing Witham Town's Business Community links with St Nicolas. This will eventually organise 2 key fundraising events.

In addition, the **First Sunday Group** exists to assist the clergy on the content and delivery of the Sunday morning All Age Eucharist on the First Sunday of the month.

The Ministry Team is led by the Team Rector who has overall responsibility for the Mission and Ministry of the Benefice of Witham and Villages. He exercises responsibility for the Parishes of Witham, Faulkebourne and White Notley. Part of his role is to engage church in its historic role within the public space of town and civic life. He is also responsible for training the Assistant Curate. There are two Team Vicars. The Team Vicar for the Villages

exercises responsibility for the parishes of Terling, Fairstead, and Rivenhall & Silver End. The Team Vicar for Neighbourhoods has responsibility for developing the Church's connections with communities in Witham's growing neighbourhoods. All members of the Team share in leading worship in each of the Churches of the Benefice. They also meet weekly for Staff Meetings and daily for Morning and Evening Prayer.

There are also distinctive and authorised lay ministries working in the parishes:

Mr Mike Robinson is a Lay Canon of Chelmsford Cathedral. He was also Lay Chair of Witham Deanery to July 2023.

Deirdre Schnarr is Reader

Pat Pullen & Heather Brewster are both Lay Funeral Ministers.

Trevor Myatt is Lay Pastoral Assistant.

David Martin, Mike Robinson, Pat Hall, and Andrew Holt are Authorised Lay Preachers (ALP)

OBJECTIVES AND ACTIVITIES

The primary objective of the PCC is the promotion of the Gospel of Our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The PCC is fully committed to co-operating with the clergy team in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

There has been a lot of change in both personnel and structure of the Clergy Team. Rev Christine Newmarch, whose priestly vocation was nurtured at St Nicolas, and who served her curacy here licensed as a locally deployed minister, following a change in the status of her deploy-ability, joined the Thurstable and Winstree Team Ministry in August. Two Team Vicars began their ministry in the Benefice: Rev Jane Quinton as Team Vicar for the Villages moved into the Terling Rectory and Rev Howard Schnaar became Team Vicar for Neighbourhoods, moving into the South Witham Vicarage. Both regularly preach and celebrate Communion at St Nicolas. In July we welcomed our new Curate, Rev Noah Cockett following his initial training at Ripon College Cuddesdon. At the very end of the year, Deirdre Schnaar's Reader's License was transferred to the parish.

In 2023 the clergy and funeral ministers officiated at 27 baptisms, 7 weddings, 6 funeral services in church, 7 at the crematorium, and 6 interments of ashes in the churchyard.

The church receives the services of a Director of Music, Mr David Martin, and has a paid Parish Administrator, Mrs Fiona Abbott until August 2023, and Ms Linzi Barrett from September 2023. The church is very dependent on the goodwill and hard work of the many volunteers, in particular, the church officers, church cleaning, churchyard maintenance, odd jobs, church hall letting, duplicating service sheets and the like, sacristan duties, worship organisation, and many other specific tasks are all achieved through volunteer work. Our thanks are expressed to all those who helped to carry out these duties throughout the year.

The PCC worked with the clergy to encourage the confidence of the congregation, and its growth following the long impact of COVID, and to ensure that fruitful and effective

discipleship is developed, particularly at the festival services and during Lent. Chatterbox, the toddler group for pre-school children, continued in person, meeting weekly on Mondays in term time. Our All-Age Eucharist on the first Sunday of the month continues.

Numbers coming to church services have been increasing across the year, approaching pre-COVID levels. Numbers attending Christmas services significantly increased, aided by more proactive publicity for church service, both physical and online, and encouraging a culture of invitation within the regular congregation. This was also David Martin's final set of Christmas services as our well-loved Director of Music.

There was a foiled attempt to steal lead from the church roof which has led to water damage in the Southwest corner of the church. PCC has agreed in principle to replace all of the existing lead roof with Terne Coated Stainless steel to avoid this happening in the future.

Our two major annual community events, the Mediaeval Fayre (in June) and the Christmas Tree Festival (in December), were very successful and well attended. Love where U Live was re-launched and rebranded as SPACE: thanks especially to Jo Willsher for all her work.

We have also restarted Church social events, including a Quiz night and a Talent show. There were a series of musical recitals in Church. The Mothers' Union held their usual full calendar during the year.

Our commitment to working well with our sister churches in Witham continues. We support Tuesday Praise at the URC and Churches Together in Witham. The Easter Witness, and outdoor Carol service were both held in the Grove Centre for the first time – with the Christmas Service opening the Town's Christmas Market.

Finances continue to struggle post-COVID though there are indications that regular giving is beginning to increase. There has been agreement within the Benefice to redistribute each parishes allocation of our Parish Share more equably between the Benefice churches (based on Electoral roll membership). It is likely to reduce our Parish Share by a tenth.

ACHIEVEMENT

The church enjoyed a successful year of worship and witness. Our regular 9.30am Sunday service continues, as does our regular 6.00pm Sunday Evensong service. With the successful addition to our clergy team of a new curate in September, all services are now clergy led. Our services also continue to be streamed on-line.

We have a fund named "Church Community Fund" to provide small sums of money to people in urgent need, which is administered by the Citizens' Advice Bureau in Witham. There have been no requests of support from this fund during the year.

FINANCIAL

Total receipts on ordinary unrestricted funds (General and Equipment Funds) were £110,011 (2022 £104,040) and are detailed in the financial statements.

£89,727 was spent regarding Church Activities, including the contribution of £30,000 to the Diocesan Parish Share, the formula for which requires a benefice to pay for its ministry costs plus a contribution towards central diocesan costs, which is calculated by a second formula based on church members. £6,233 has also been used for fundraising.

The net result for the year on the ordinary unrestricted funds was a surplus of receipts over payments of £9,171 (2022 surplus £16.) This £9,171 surplus represents a late payment toward our Diocesan Parish Share, so will show as a £9,171 Deficit against our 2024 Parish Share, (given the deadline for payment of 2023 Parish Share has now passed.)

In effect, we have paid £39,171 towards our Diocesan Parish Share for this year. We have not paid our Parish Share in full. The PCC have paid £39,171 but were unable to pay the balance of £60,337, to meet the Parish Share request of £99,508 to have done so would have meant depleting our unrestricted reserve to zero.

After adding bank and deposit balances brought forward at the beginning of the year, the balance carried forward at 31st December 2023 for the ordinary unrestricted fund totalled £42,448 (2022 £35,726). This figure is however artificially boosted by the cash funds of £9,171 (the late payment noted above to Diocesan Parish Share). In effect, the ordinary unrestricted fund after this payment should be £33,277.

RESERVES POLICY

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately four months unrestricted payments to cover emergency situations that may arise from time to time. The balance of £33,277 on unrestricted funds at the year-end supports this policy.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund.

Approved by the PCC on 9 April 2023 and signed on their behalf by Revd Dr Jonathan Pritchard (PCC Chair)

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036

Receipts and Payments Accounts

Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2023	Total 2022
	£	£	£	£	£	£
Receipts						
Voluntary receipts						
Planned giving	48,033				48,033	43,994
Collections and other giving	5,577				5,577	6,605
All other giving / voluntary receipts	10,574		0		10,574	6,343
Gift Aid Recovered	4,158				4,158	11,318
Total Voluntary Receipts	68,342	0	0	0	68,342	68,260
Activities for generating funds	23,888				23,888	23,758
Investment Income	184	623	1,088		1,895	74
Church Activities	4,739				4,739	6,220
Redemption of Investments	0				0	0
Other receipts	5,036		6,111		11,147	5,728
Total Receipts	102,189	623	7,199	0	110,011	104,040
Payments						
Church activities						
Parish share	30,000				30,000	45,800
Clergy and staffing costs	11,153				11,153	14,857
Church running expenses	27,869				27,869	26,045
Hall running costs	8,634				8,634	5,619
Church Repairs & Maintenance	6,300	3,073			9,373	5,856
Hall Repairs & Maintenance	2,498				2,498	0
Mission giving and donations	200				200	0
Total Church Activities	86,654	3,073	0	0	89,727	98,177
Cost of generating funds	6,233				6,233	5,717
Governance costs	130				130	130
Other payments	0				0	0
Total Payments	93,017	3,073	0	0	96,090	104,024
Excess of receipts over payments / (payments over receipts)	9,171	-2,449	7,199	0	13,921	1,210
Movements Between Funds					0	0
Cash at bank and in hand at 1 Jan	12,574	23,152	41,269	0	76,995	75,786
Cash at bank and in hand at 31 Dec	21,745	20,703	48,468	0	90,916	76,996

Statement of Assets and Liabilities

Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2023	Total 2022
Cash Funds						
Bank Current Account	18,567	3,685	10,693		32,945	14,931
Deposit Accounts	3,178	17,018	37,775		57,971	62,065
Totals	21,745	20,703	48,468	0	90,916	76,996
Liabilities						
Missionary and Charitable Giving	89				89	89
Church Community Fund			1,592		1,592	1,592
John Suddards Memorial Fund		3,685			3,685	3,685
Hope Community Witham Fund			2,990		2,990	2,990
Bellringers Fund			6,111		6,111	0
Parochial Fees Paid in Advance			10,302		10,302	4,760
Totals	89	3,685	20,995	0	24,769	13,116
Total Net Assets						
General Fund	21,656				21,656	12,485
Equipment Fund		17,018			17,018	19,468
Abrey Trust			17,518		17,518	16,974
Church House Fund			3,688		3,688	3,573
Fabric Fund			13,836		13,836	13,406
Graves Fund			2,734		2,734	2,734
Parochial Fees Paid in Advance			-10,302		-10,302	-4,760
Hope Community Witham Fund			0		0	0
Bellringers Fund			0		0	0
John Suddards Memorial Fund		0			0	0
Church Community Fund			0		0	0
Totals	21,656	17,018	27,474	0	66,147	63,879

Witham Parochial Church Council - St Nicolas Church - Charly No 1133036

Financial Statement for the year ended 31st December 2023

General Fund (Unrestricted) Receipts and Payments Account

	2023	2022
Receipts	Note	
Regular Giving		
Planned giving	48,033	43,994
	48,033	43,994
Collections and other giving		
Loose plate (Non-Gift Aid Donations)	5,567	4,508
One-off Gift Aid gifts	10	2,097
Gift Aid Income Tax recovered	4,158	11,318
	9,735	17,923
Other voluntary receipts		
Legacies		0
Charitable donations	200	0
Messy Church		0
Donations	9,585	5,446
Votives	389	252
Flowers - donations	400	645
	10,574	6,343
Receipts from activities for generating funds		
Mediaeval Fayre	14,742	14,079
Concerts	481	591
Christmas Tree Festival	1,548	2,052
Easyfundraising.co.uk	364	407
General Fundraising	421	791
Church hall lettings income	8,262	5,757
Magazine sales & advertising	90	81
	23,888	23,758
Investment Income	184	74
Receipts from Church activities		
Parochial fees	4,739	6,220
Choir and Organ Income	0	0
Literature Income	0	0
	4,739	6,220
Other Receipts		
Insurance Claims	0	1,475
Grants	1,045	4,253
Other Receipts	3,991	0
	5,036	5,728
	102,189	104,040
Payments		
Church Activities		
Diocesan Parish Share	30,000	45,800
Clergy and staffing costs	11,153	14,857
Church running expenses	27,869	28,045
Hall running costs	8,634	5,619
Church Repairs & Maintenance	6,300	5,856
Hall Repairs & Maintenance	2,498	0
Overseas mission and relief agencies	0	0
Home Mission and other Church societies	200	0
	86,654	98,177
Fundraising Costs		
Other fundraising costs	842	364
Magazine Costs	49	0
Mediaeval Fayre	5,342	5,353
	6,233	5,717
Other Payments	130	130
	93,017	104,024
Excess of Receipts over Payments	9,171	16
Movements Between Funds	0	0
	9,171	16
Bank Current and Deposit accounts at 1st January	12,574	12,558
Bank Current and Deposit accounts at 31st December	21,745	12,574

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036**Financial Statement for the year ended 31st December 2023****Fabric Fund Receipts and Payments Account - Restricted Fund**

	2023	2022
Receipts		
Bank Interest	430	174
	<u>430</u>	<u>174</u>
Payments		
Excess of Receipts over Payments	<u>430</u>	<u>174</u>
Bank Current and Deposit accounts at 1st January	13,406	13,232
Bank Current and Deposit accounts at 31st December	<u>13,836</u>	<u>13,406</u>

Church House Fund Receipts and Payments Account - Restricted Fund

	2023	2022
Receipts		
Bank Interest	114	47
Payments		
Excess of Receipts over Payment	<u>114</u>	<u>47</u>
Bank Current and Deposit accounts at 1st January	3,573	3,526
Bank Current and Deposit accounts at 31st December	<u>3,687</u>	<u>3,573</u>

Abrey Trust Receipts and Payments Account - Restricted Fund

	2023	2022
Receipts		
Bank Interest	544	220
Payments		
Excess of Receipts over Payment	<u>544</u>	<u>220</u>
Bank Current and Deposit accounts at 1st January	16,974	16,754
Bank Current and Deposit accounts at 31st December	<u>17,518</u>	<u>16,974</u>

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036**Graves Fund Receipts and Payments Account - Restricted Fund**

	2023	2022
Receipts		
Payments		
Bank Charges		
Excess of Receipts over Payment	<u>0</u>	<u>0</u>
Bank Current and Deposit accounts at 1st January	2,734	2,734
Bank Current and Deposit accounts at 31st December	<u>2,734</u>	<u>2,734</u>

Church Community Fund Receipts and Payments Account - Restricted Fund

	2023	2022
Receipts		
Payments		
Excess of Receipts over Payment	<u>0</u>	<u>0</u>
Bank Current and Deposit accounts at 1st January	1,592	1,592
Bank Current and Deposit accounts at 31st December	<u>1,592</u>	<u>1,592</u>

John Suddards Memorial Fund Receipts and Payments Account - Designated Fund

	2023	2022
Receipts		
Net Receipts		
Payments		
Excess of Receipts over Payment	<u>0</u>	<u>0</u>
Bank Current and Deposit accounts at 1st January	3,685	3,685
Bank Current and Deposit accounts at 31st December	<u>3,685</u>	<u>3,685</u>

Hope Community (Witham) Fund Receipts and Payments Account - Restricted Fund

	2023	2022
Receipts		
Donation	0	500
Payments		
Excess of Receipts over Payment	<u>0</u>	<u>500</u>
Bank Current and Deposit accounts at 1st January	2,990	2,490
Bank Current and Deposit accounts at 31st December	<u>2,990</u>	<u>2,990</u>

Equipment Fund Receipts and Payments Account - Designated Fund

	2023	2022
Receipts		
Bank Interest	623	253
Payments		
Repair of Church Organ	3,073	0
Excess of Receipts over Payment	<u>-2,450</u>	<u>253</u>
Bank Current and Deposit accounts at 1st January	19,468	19,215
Bank Current and Deposit accounts at 31st December	<u>17,018</u>	<u>19,468</u>

Bellringers Fund

	2023	2022
Receipts		
Transfer to PCC	6,111	0
Payments		
Excess of Receipts over Payment	<u>6,111</u>	<u>0</u>
Bank Current and Deposit accounts at 1st January	0	0
Bank Current and Deposit accounts at 31st December	<u>6,111</u>	<u>0</u>

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036

Financial Statement for the year ended 31st December 2023

Statement of Assets and Liabilities at 31st December 2023

	2023	2022
Cash funds		
Current Accounts	32,945	14,931
Deposit Accounts	57,971	62,065
Total Current and Deposit Accounts	90,916	76,996
Liabilities (General Fund)		
Parochial Fees (paid in advance)	10,302	4,760
	10,302	4,760
Other tangible assets		
Lawnmower, cards and office equipment for our Parish and Mediaeval Fayre		

Notes

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2008 using the Receipts and Payments basis.
- 2 The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: Moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal.
- 3 The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. No other payments were made to PCC members.

Approved by the PCC on 9th April 2024 and signed on their behalf by Revd Dr. Jonathan Pritchard (Chair)
and Mr John Hassler (PCC Treasurer)

Independent examiner's report to the PCC of St Nicolas Church, Witham

I report on the accounts of the PCC for the year ended 31 December 2023 which are set out within the report.

Respective responsibilities of the PCC and the 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 Examiners 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts, which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

AC Clarke 4/5/24

Mrs A C Clarke
4 Abercorn Way
Witham, CM8 2UF
04th May 2024

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF WITHAM
(CHARITY NO. 1133036)**

**ST NICOLAS' CHURCH
CHIPPING HILL
WITHAM
CM8 2JS**

**ANNUAL REPORT &
ACCOUNTS - 2022**

**Team Rector Revd Dr Jonathan
Pritchard**

**Associate Priest Revd Susan Malam
Associate Priest Revd Christine
Newmarch**

Pioneer Minister Revd Will Abbott



WITHAM PCC
THE ANGLICAN CHURCH IN THE TOWN OF WITHAM CENTRED ON
THE PARISH CHURCH OF ST NICOLAS

The Parish Church is on Chipping Hill in Witham.

The correspondence address is:

The Parish Office, St Nicolas Church Hall, Chipping Hill, Witham. Essex CM8
2JS

In 2022 the Parochial Church Council has consisted of:

Revd Dr Jonathan Pritchard, Team Rector

Revd Susan Malam, Associate Priest (SSM) ex officio

Revd Christine Newmarch, Self-Supporting Associate Priest (SSM)

Revd Will Abbott, (Pioneer Minister until 31 July 2022)

Ms Marian Mitchell, Church Warden (ex officio) & Vice Chair of the PCC

Mr Mike Robinson, Church Warden (ex officio) PCC Secretary and (ex officio -
Deanery Representative)

Mr John Hassler PCC Treasurer

Mrs Jenny Robinson (ex officio Deanery Representative) (Assistant PCC
Treasurer)

Mrs Christine Brown (ex officio - Deanery Representative)

Mrs Lyn Corke (elected 1 May 2022)

Mr Rodney Cullum elected

Mr Andrew Holt (ex officio - Deanery Representative) & Electoral roll officer

Mr Trevor Myatt (elected 1 May 2022)

Ms Dayo Akande (elected 1 May 2022)

Mr Agboola Bemigbele (elected 1 May 2022)

Mrs Olufunke Bemigbele (elected 1 May 2022)

Ms Tracey Mackay (elected 1 May 2022)

Mrs Anna Pritchard (elected 11 October 2022)

Mrs Samantha Rees (elected 11 October 2022)

Ms Liz Tymms (elected 11 October 2022)

The PCC Standing Committee comprises the two Churchwardens, the PCC
Secretary and the PCC Treasurer.

The PCC Accounts are held by Barclays Bank plc, Witham and funds are also
held by the CBF Church of England Deposit Fund, London.

The Independent Examiner is Mrs Ann Clarke, Witham.

St Nicolas' Church is part of the Witham and Villages Team Ministry which has
responsibility for the town of Witham and the neighbouring parishes of
Terling, Fairstead, White Notley, Faulkbourne, Rivenhall and Silver End. Each
parish has its own PCC. The Witham and Villages Team Ministry is also joined
with the parish of Hatfield Peverel with Ulting to form the Pilgrim Rivers
Mission and Ministry Unit (MMU).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC was exempted by order from registering with the Charity Commission until 2010 when it registered and was given the Charity number 1133036.

The PCC has six accounts which must be spent on Restricted purposes as follows;

a) Abrey Trust

The Managing Trustees [the PCC] shall apply the clear income and at their discretion the whole or part of the property of the Church Charity in or towards rebuilding, repairing, enlarging, altering, furnishing and equipping the Church of St Nicolas in the said ecclesiastical parish.

b) Church House Fund

Under the control of the Incumbent & Churchwardens to be used to provide any building for the purposes of:

1. Divine Worship }
2. Classes or Lectures } Connected with the
3. Meetings } Church
4. Clubs }
5. Clerical Meetings & Social Conferences }
6. Any purpose in the opinion of the Incumbent & Churchwardens for improving conditions of the population of the Parish. Building may not be used in any way against the principles of the Church of England.

c) Fabric Fund

Income & capital for upkeep of the fabric of St Nicolas church and churchyard.

d) Graves Fund

Income for upkeep of graves.

e) John Suddards Memorial Fund

Income and capital to provide discretionary funds in memory of the late Reverend John Suddards.

f) Church Community Fund

Income and capital for Witham based hardship cases / people in urgent need of money. This fund is administered via Braintree Halstead & Witham CAB.

The appointment of PCC members is governed by and set out in the Church Representation Rules.

PCC members are recruited from the wider congregation, and all are encouraged to consider standing. New members are offered induction training by the Church Wardens on a one to one basis, and from time to time all members are briefed together on compliance with health and safety legislation, safeguarding, data protection and other like legislation. Members also have access to specific training events organised on a Deanery, Area or Diocesan basis, and provision is made for sharing information and skills gleaned at such events and for the dissemination of appropriate briefing documents.

The PCC met from February to July and from September to December.

The PCC Standing Committee did not meet during 2021, but conferred for any particular matters. The following work was conducted by email correspondence:

- a)** set the Agenda for the next PCC Meeting
- b)** deal with financial matters, and
- c)** advise the clergy on any matter connected to the Parish.

The PCC also has the following sub-committees:

- a) The Medieval Fayre Committee has delegated power to organise and run the Annual Medieval Fayre, and following a reduced Autumn Fayre in 2021, organised by this committee, the 2022 Medieval Fayre was held on 25 June.
- b) The Church Hall Committee is concerned with the fabric and facilities of the Church Hall and makes recommendations to the PCC, but that there was no meeting in 2022.
- c) The Church Fabric Committee advises the PCC on fabric and property matters generally, met twice in the year.
- d) Finance and Stewardship committee did not meet.

Working groups also report to the PCC as required

- a. Outreach & Mission Group which concern themselves with the mission, pastoral, and worship activities of the Parish.
- b. Christmas Tree Festival Group, concerned with the development and management of the St Nicolas Christmas Tree Festival. This working group did meet during 2022 and the Festival was held.

In addition, the **First Sunday Group** exists to assist the clergy on the content and delivery of the Sunday morning All Age Eucharist on the First Sunday of the month. This group met in person.

Messy Church was not held during the pandemic, and has not re-started. The **Messy Church Group**, which used to plan the content and delivery of the monthly meeting, has not met in 2022.

The Team Rector worked in close collaboration with the members of clergy, the PCC, and the lay members of the congregation throughout the whole Parish. Over the year he was responsible for the activities of the Parish Church, including to continue streaming of the Sunday services and for funerals when requested, and for the overall administration of the Parish, pastoral matters and worship.

The Pioneer Minister was responsible for Sunday worship at Howbridge Church of England Junior School and provided the services streamed via Facebook. He also helped to provide ministry in Terling, Fairstead and Faulkbourne. He furthermore headed community support charity initiatives.

The PCC Secretary, Mr Mike Robinson, is Lay Chair of the Witham Deanery and a Lay Canon of Chelmsford Cathedral.

Trevor Myatt continues to serve in a voluntary lay capacity as Pastoral Assistant.

Pat Pullen is a licensed Lay Funeral minister.

David Martin, Mike Robinson and Andrew Holt continue to serve as Authorised Lay Preachers.

OBJECTIVES AND ACTIVITIES

The primary objective of the PCC is the promotion of the Gospel of Our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The PCC is fully committed to co-operating with the clergy team in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

During the year, the work of the PCC returned to normality following the previous Covid restrictions. This included resumption of opportunities for fundraising, including the annual Mediaeval Fayre and Christmas Tree Festival. This reduced the impact of the epidemic on the finances of the church, however numbers of regular attendees had not yet reached the previous levels.

The church building re-opened for the year, for services and occasional visitors. There have been some work to the building, including repair of lead to weather damage at the South-east corner of the north aisle; work on the gutters and hops in July; in November high level repairs to the guttering of the tower was effected and temporary flashing installed over the join between the roofs to the Lady Chapel and South Aisle to prevent water ingress. The churchyard was kept neat and tidy by volunteers, though there was little growth during the extreme heat of the summer.

The PCC worked with the clergy to encourage growth of the congregation following the difficult year, and to ensure that fruitful and effective discipleship is developed, particularly at the festival services and during Lent. Chatterbox, the toddler group for pre-school children, re-started in person, meeting weekly on Mondays in term time. The All Age Eucharist on the first Sunday of the month also re-started.

The lockdown had impacted on work with the schools and this also recommenced.

Park View Residential Home had been closed to worship during the Covid restrictions, which included the teams organised through Churches Together in Witham. Four worship teams were confirmed via Churches Together, and services restarted early in 2022, with fifth Sundays led by a composite team from all the churches. A monthly service also recommenced at St Georges Residential Home.

In 2022 the clergy officiated at 41 baptisms, 7 weddings, 13 funeral services in church, 19 at the crematorium, and 8 interments of ashes in the churchyard.

The Easter March of Witness happened again, organised by Churches Together in Witham, but there were no other ecumenical services in 2022. The AGM for Churches Together in Witham & District was held physically on 27 October.

The church receives the services of a Director of Music, Mr David Martin, and has a paid Parish Administrator, Mrs Fiona Abbott. The church is very dependent on the goodwill and hard work of the many volunteers, in particular, the church officers, church cleaning, churchyard maintenance, odd jobs, church hall letting, duplicating service sheets and the like, sacristan duties, worship organisation, and many other specific tasks are all achieved through volunteer work. In 2022, past Covid restrictions these activities returned, and thanks are expressed to all those who helped to carry out those duties.

Christian Aid was supported this year at Christmas and during Christmas Aid week in May, but attendances were not good. Similarly the Children's Society was supported at the sole Christingle Service, rather than two or three in the past. We did also collect toys for the charity Homestart at St Nicolas-tide.

The Mothers' Union held their usual full calendar during the year.

St Nicolas Church was able to participate fully in Heritage Open Day again, but in person.

ACHIEVEMENT

The church enjoyed a successful year of worship and witness. Most of the regular congregation re-joined the 10.00 am service, which changed to 9.30 am at the start of November, and which also changed to a lay-led service on the fourth Sunday of the month. Those changes enable ministry to the other parishes in the Team. Evensong also returned, and also continued streaming, continuing additional attendees. As promised the on-line services will continue in parallel.

We have a fund named "Church Community Fund" to provide small sums of money to people in urgent need, which is administered by the Citizens' Advice Bureau in Witham. There have been no requests of support from this fund during the year.

FINANCIAL

Total receipts on ordinary unrestricted funds (General and Equipment Funds) were

£104,040 (2021 £89,238) and are detailed in the financial statements.

£98,177 was spent regarding Church Activities, including the contribution of £45,800 to the Diocesan Parish Share, the formula for which requires a benefice to pay for its ministry costs plus a contribution towards central diocesan costs which is calculated by a formula based on church members. £5,717 has also been used for fundraising.

The net result for the year on the ordinary unrestricted funds was a surplus of receipts over payments of £16 (2021 surplus £228.) The small surplus was achieved by not paying our Parish Share in full. The PCC paid £45,800 but was unable to pay the balance of £55,262, to meet the Share request of £102,062 to have done so would have meant depleting our unrestricted reserve to zero.

After adding bank and deposit balances brought forward at the beginning of the year, the balance carried forward at 31st December 2022 for the ordinary unrestricted fund totalled £35,727 (2021 £35,458).

RESERVES POLICY

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately four months unrestricted payments to cover emergency situations that may arise from time to time. The balance of £35,727 on unrestricted funds at the year-end is under this target.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund.

**Approved by the PCC on 8 February 2022 and signed on their behalf
by**

Revd Dr Jonathan Pritchard (PCC Chair)

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036							
Receipts and Payments Accounts							
	Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2022	Total 2021
		£	£	£	£	£	£
Receipts							
Voluntary receipts							
Planned giving		43,994				43,994	40,746
Collections and other giving		6,605				6,605	15,299
All other giving/ voluntary receipts		6,343		500		6,843	4,162
Gift Aid Recovered		11,318				11,318	5,543
Total Voluntary Receipts		68,260	0	500	0	68,760	65,750
Activities for generating funds		23,758				23,758	9,745
Investment Income		74	253	441		768	29
Church Activities		6,220				6,220	6,288
Redemption of Investments		0				0	0
Other receipts		5,728				5,728	9,943
Total Receipts		104,040	253	941	0	105,234	91,755
Payments							
Church activities							
Parish share		45,800				45,800	43,500
Clergy and staffing costs		14,857				14,857	15,355
Church running expenses		26,045				26,045	25,338
Hall running costs		5,619				5,619	2,871
Church Repairs & Maintenance		5,856				5,856	839
Hall Repairs & Maintenance		0				0	0
Mission giving and donations		0				0	0
Total Church Activities		98,177	0	0	0	98,177	87,903
Cost of generating funds		5,717				5,717	978
Governance costs		130				130	130
Other payments		0				0	0
Total Payments		104,024	0	0	0	104,024	89,011
Excess of receipts over payments/ (payments over receipts)		16	253	941	0	1,210	2,745
Movements Between Funds						0	0
Cash at bank and in hand at 1 Jan		12,558	22,900	40,328	0	75,786	73,041
Cash at bank and in hand at 31 Dec		12,574	23,153	41,269	0	76,996	75,786
Statement of Assets and Liabilities							
	Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2022	Total 2021
Cash Funds							
Bank Current Account		9,654	3,685	1,592		14,931	14,915
Deposit Accounts		2,920	19,468	39,677		62,065	60,871
Totals		12,574	23,153	41,269	0	76,996	75,786
Liabilities							
Missionary and Charitable Giving		89				89	89
Church Community Fund				1,592		1,592	1,592
John Suddards Memorial Fund			3,685			3,685	3,685
Hope Community Witham Fund				2,990		2,990	2,490
Parochial Fees Paid in Advance				4,760		4,760	0
Totals		89	3,685	9,342	0	13,116	7,856
Total Net Assets							
General Fund		12,485				12,485	12,469
Equipment Fund			19,468			19,468	19,215
Abrey Trust				16,974		16,974	16,754
Church House Fund				3,574		3,574	3,527
Fabric Fund				13,406		13,406	13,232
Graves Fund				2,734		2,734	2,734
Parochial Fees Paid in Advance				-4,760		-4,760	0
Hope Community Witham Fund				0		0	0
John Suddards Memorial Fund			0			0	0
Church Community Fund				0		0	0
Totals		12,485	19,468	31,928	0	63,879	67,930

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036					
Financial Statement for the year ended 31st December 2022					
General Fund (Unrestricted) Receipts and Payments Account					
		2022		2021	
Receipts	Note				
Regular Giving					
Planned giving		43,994		40,746	
			43,994		40,746
Collections and other giving					
Loose plate (Non-Gift Aid Donations)		4,508		1,679	
One-off Gift Aid gifts		2,097		13,620	
Gift Aid Income Tax recovered		11,318		5,543	
			17,923		20,842
Other voluntary receipts					
Legacies		0		0	
Charitable donations		0		0	
Messy Church		0		0	
Donations		5,446		4,031	
Votives		252		81	
Flowers - donations		645		50	
			6,343		4,162
Receipts from activities for generating funds					
Mediaeval Fayre		14,079		0	
Concerts		591		516	
Christmas Tree Festival		2,052		0	
Easyfundraising.co.uk		407		147	
General Fundraising		791		4,905	
Church hall lettings income		5,838		4,177	
Magazine sales & advertising		0		0	
			23,758		9,745
Investment Income					
			74		2
Receipts from Church activities					
Parochial fees		6,220		6,288	
Choir and Organ Income		0		0	
Literature Income		0		0	
			6,220		6,288
Other Receipts					
Insurance Claims		1,475		307	
Grant (Children & Young Persons Worker)		4,253		7,076	
Other Receipts		0		70	
			5,728		7,453
			104,040		89,238
Payments					
Church Activities					
Diocesan Parish Share		45,800		43,500	
Clergy and staffing costs		14,857		15,355	
Church running expenses		26,045		25,338	
Hall running costs		5,619		2,871	
Church Repairs & Maintenance		5,856		839	
Hall Repairs & Maintenance		0		0	
Overseas mission and relief agencies		0		0	
Home Mission and other Church societies		0		0	
			98,177		87,903
Fundraising Costs					
59 Club		0		0	
Other fundraising costs		364		978	
Magazine Costs		0		0	
Mediaeval Fayre		5,353		0	
			5,717		978
Other Payments					
			130		130
			104,024		89,011
Excess of Receipts over Payments					
			16		227
Movements Between Funds					
			0		0
			16		227
Bank Current and Deposit accounts at 1st January					
			12,557		12,330
Bank Current and Deposit accounts at 31st December					
			12,573		12,557

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036					
Financial Statement for the year ended 31st December 2022					
Fabric Fund Receipts and Payments Account - Restricted Fund					
			2022		2021
Receipts					
	Bank Interest		174		7
			174		7
Payments					
Excess of Receipts over Payments			174		7
Bank Current and Deposit accounts at 1st January			13,232		13,225
Bank Current and Deposit accounts at 31st December			13,406		13,232
Church House Fund Receipts and Payments Account - Restricted Fund					
			2022		2021
Receipts					
	Bank Interest		47		1
Payments					
Excess of Receipts over Payment			47		1
Bank Current and Deposit accounts at 1st January			3,526		3,525
Bank Current and Deposit accounts at 31st December			3,573		3,526
Abrey Trust Receipts and Payments Account - Restricted Fund					
			2022		2021
Receipts					
	Bank Interest		220		9
Payments					
Excess of Receipts over Payment			220		9
Bank Current and Deposit accounts at 1st January			16,754		16,745
Bank Current and Deposit accounts at 31st December			16,974		16,754
Witham Parochial Church Council - St Nicolas Church - Charity No 1133036					
Graves Fund Receipts and Payments Account - Restricted Fund					
			2022		2021
Receipts					
Payments					
	Bank Charges				
Excess of Receipts over Payment			0		0
Bank Current and Deposit accounts at 1st January			2,734		2,734
Bank Current and Deposit accounts at 31st December			2,734		2,734

Church Community Fund Receipts and Payments Account - Restricted Fund				
			2022	2021
Receipts				
Payments				
Excess of Receipts over Payment			0	0
Bank Current and Deposit accounts at 1st January			1,592	1,592
Bank Current and Deposit accounts at 31st December			1,592	1,592
John Suddards Memorial Fund Receipts and Payments Account - Designated Fund				
			2022	2021
Receipts				
	Net Receipts			
Payments				
Excess of Receipts over Payment			0	0
Bank Current and Deposit accounts at 1st January			3,685	3,685
Bank Current and Deposit accounts at 31st December			3,685	3,685
Hope Community (Witham) Fund Receipts and Payments Account - Restricted Fund				
			2022	2021
Receipts				
	Donation		500	2490
Payments				
Excess of Receipts over Payment			500	2,490
Bank Current and Deposit accounts at 1st January			2,490	
Bank Current and Deposit accounts at 31st December			2,990	2,490
Equipment Fund Receipts and Payments Account - Designated Fund				
			2022	2021
Receipts				
	Bank Interest		253	10
Payments				
Excess of Receipts over Payment			253	10
Bank Current and Deposit accounts at 1st January			19,215	19,205
Bank Current and Deposit accounts at 31st December			19,468	19,215

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036				
Financial Statement for the year ended 31st December 2022				
Statement of Assets and Liabilities at 31st December 2022				
		2022		2021
Cash funds				
	Current Accounts	14,931		14,914
	Deposit Accounts	62,065		60,871
	Total Current and Deposit Accounts	76,996		75,785
Liabilities (General Fund)				
	Parochial Fees (paid in advance)	4,760		1,718
		4,760		1,718
Other tangible assets				
	Lawnmower, cards and office equipment for our Parish and Mediaeval Fayre			
Notes				
1	The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2008 using the Receipts and Payments basis.			
2	The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: Moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal.			
3	The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. No other payments were made to PCC members.			
Approved by the PCC on 28th February 2022 and signed on their behalf by Revd Dr. Jonathan Pritchard (Chair) and Mr John Hassler (PCC Treasurer)				

Financial Statement for the year ended 31st December 2022

Statement of Assets and Liabilities at 31st December 2022

		2022	2021
Cash funds			
	Current Accounts	14,931	14,914
	Deposit Accounts	62,065	60,871
	Total Current and Deposit Accounts	76,996	75,785

Liabilities (General Fund)

	Parochial Fees (paid in advance)	4,760	1,718
		4,760	1,718

Other tangible assets

Lawnmower, cards and office equipment for our Parish and Mediaeval Fayre		
--	--	--

Notes

[illegible]

Approved by the PCC on 28th February 2022 and signed on their behalf by Revd Dr. Jonathan Pritchard (Chair) and Mr John Hassler (PCC Treasurer)

Independent examiner's report to the PCC of St Nicolas Church, Witham

I report on the accounts of the PCC for the year ended 31 December 2022 which are set out within the report.

Respective responsibilities of the PCC and the 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 Examiners 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts, which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs A C Clarke
4 Abercorn Way
Witham, CM8 2UF
31 March 2022

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF WITHAM
(CHARITY NO. 1133036)**

**ST NICOLAS' CHURCH
CHIPPING HILL
WITHAM
CM8 2JS**

**ANNUAL REPORT &
ACCOUNTS - 2021**

**Team Rector Revd Dr Jonathan
Pritchard**

Associate Priest Revd Susan Malam

Associate Priest Revd Christine

Newmarch

Pioneer Minister Revd Will Abbott



WITHAM PCC

THE ANGLICAN CHURCH IN THE TOWN OF WITHAM CENTRED ON THE PARISH CHURCH OF ST NICOLAS

The Parish Church is on Chipping Hill in Witham.

The correspondence address is:

The Parish Office, St Nicolas Church Hall, Chipping Hill, Witham. Essex CM8 2JS

In 2021 the Parochial Church Council has consisted of:

Revd Dr Jonathan Pritchard, Team Rector (from 6 September 2021)

Revd Susan Malam, Associate Priest (SSM) ex officio

Revd Christine Newmarch, Locally Deployed Self Supporting Associate Priest (LDSSM)

Revd Will Abbott, (Pioneer Minister)

Mr Andrew Rudd, Church Warden (ex officio until 31 October 2021) & Vice Chair of the PCC (until 8 June 2021)

Ms Marian Mitchell, Churchwarden (ex officio) & Vice Chair of the PCC (from 8 June 2021)

Mr Mike Robinson, Church Warden (ex officio from 29 November 2021) PCC Secretary and

(ex officio - Deanery Representative)

Mr John Hassler PCC Treasurer elected

Mrs Jenny Robinson (ex officio Deanery Representative) (Assistant PCC Treasurer)

Mrs Christine Brown (ex officio - Deanery Representative)

Mrs Lyn Corke (elected)

Mr Rodney Cullum elected

Mr Andrew Holt (ex officio - Deanery Representative) & Electoral roll officer

Mr Rod Lane elected

Mr Trevor Myatt elected

The PCC Standing Committee comprises the two Churchwardens, the PCC Secretary and the PCC Treasurer.

The PCC Accounts are held by Barclays Bank plc, Witham and funds are also held by the CBF Church of England Deposit Fund, London.

The Independent Examiner is Mrs Ann Clarke, Witham.

St Nicolas' Church is part of the Witham and Villages Team Ministry which has responsibility for the town of Witham and the neighbouring parishes of Terling, Fairstead, White Notley, Faulkbourne, Rivenhall and Silver End. Each parish has its own PCC. The Witham and Villages Team Ministry is also joined with the parish of Hatfield Peverel with Ulting to form the Pilgrim Rivers Mission and Ministry Unit (MMU).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC was exempted by order from registering with the Charity

Commission until 2010 when it registered and was given the Charity number 1133036.

The PCC has six accounts which must be spent on Restricted purposes as follows;

a) Abrey Trust

The Managing Trustees [the PCC] shall apply the clear income and at their discretion the whole or part of the property of the Church Charity in or towards rebuilding, repairing, enlarging, altering, furnishing and equipping the Church of St Nicolas in the said ecclesiastical parish.

b) Church House Fund

Under the control of the Incumbent & Churchwardens to be used to provide any building for the purposes of:

1. Divine Worship }
2. Classes or Lectures } Connected with the
3. Meetings } Church
4. Clubs }
5. Clerical Meetings & Social Conferences }
6. Any purpose in the opinion of the Incumbent & Churchwardens for improving conditions of the population of the Parish. Building may not be used in any way against the principles of the Church of England.

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Income & capital for upkeep of the fabric of St Nicolas church and churchyard.

d) Graves Fund

Income for upkeep of graves.

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Income and capital to provide discretionary funds in memory of the late Reverend John Suddards.

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Income and capital for Witham based hardship cases / people in urgent need of money. This fund is administered via Braintree Halstead & Witham CAB.

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PCC members are recruited from the wider congregation, and all are encouraged to consider standing. New members are offered induction training by the Church Wardens on a one to one basis, and from time to time all members are briefed together on compliance with health and safety legislation, safeguarding, data protection and other like legislation. Members also have access to specific training events organised on a Deanery, Area or Diocesan basis, and provision is made for sharing information and skills gleaned at such events and for the dissemination of appropriate briefing documents.

The PCC met electronically by Zoom from January to June and physically for September, November and December. The October meeting was cancelled during Covid.

The PCC Standing Committee did not meet during 2021, but conferred for any particular matters. The following work was conducted by email correspondence:

- a)** set the Agenda for the next PCC Meeting
- b)** deal with financial matters and expenditure up to a limit of £500 on each item, and
- c)** advise the clergy on any matter connected to the Parish.

The PCC also has the following sub-committees:

- a)** The Medieval Fayre Committee has delegated power to organise and run the Annual Medieval Fayre, however the pandemic did not permit the event to take place in 2021. Conditions improved later in the year, and a reduced Autumn Fayre was organised by those personnel. The initial meeting for the 2022 Medieval Fayre was held on 23 November.
- b)** The Church Hall Committee is concerned with the fabric and facilities of the Church Hall and makes recommendations to the PCC, but that meeting did not meet.
- c)** The Church Fabric Committee advises the PCC on fabric and property matters generally, but did not meet. Essential activity was arranged electronically.
- d)** Finance and Stewardship committee did not meet.

The committees not meeting during 2021 was due to the Covid restrictions.

Working groups also report to the PCC as required

- a. Outreach & Mission Group which concern themselves with the mission, pastoral, worship and social activities of the Parish.
- b. Christmas Tree Festival Group, concerned with the development and management of the St Nicolas Christmas Tree Festival.

These working groups did not meet during 2021 due to the Covid virus restrictions.

In addition, the First Sunday Group exists to assist the clergy on the content and delivery of the 10.00 am All Age Eucharist on the First Sunday of the month. This group met via Zoom.

The Messy Church Group, which exists to plan the content and delivery of the monthly Messy Church, did not meet due to Covid virus restrictions on that activity.

The Youth Group, named “The Crib” met weekly via Zoom.

The Church Wardens worked in close collaboration with the members of clergy, and the lay members of the congregation throughout the whole Parish. Over the year the Church Wardens were responsible for the activities of the Parish Church, the overall administration of the Parish, pastoral matters and worship, until the Rector was licenced. The Pioneer Minister was responsible for Sunday worship at Howbridge Church of England Junior School and also provided the services streamed via Facebook. He also provided ministry in Terling, Fairstead and Faulkbourne. This included community support initiatives. The training ministers for Revd Will Abbott’s were Revd Dave Beales and Revd Ian Hilton. They were both given all necessary delegated powers to conduct their ministry and in pursuance of their Working Agreements. The PCC Secretary, Mr Mike Robinson, is Lay Chair of the Witham Deanery and a Lay Canon of Chelmsford Cathedral.

Trevor Myatt continues to serve in a voluntary lay capacity as Pastoral Assistant.

Pat Pullen is a licensed Lay Funeral minister.

David Martin, Mike Robinson and Andrew Holt continue to serve as Authorised Lay Preachers.

OBJECTIVES AND ACTIVITIES

The primary objective of the PCC is the promotion of the Gospel of Our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The PCC is fully committed to co-operating with the clergy team in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

During the year, the work of the PCC was heavily curtailed due to Covid virus restrictions. There were very limited opportunities for fundraising, including the annual Mediaeval Fayre and Christmas Tree Festival, which were both cancelled. This had a severe impact on the finances of the church.

The church building was also closed for most of the year, so there was no work on the fabric of the church or church hall, though the churchyard was kept neat and tidy by volunteers.

The PCC usually works with the clergy to encourage growth of the congregation and ensure that fruitful and effective discipleship is developed, but in 2021, with the restrictions on meetings and church services those goals were curtailed. However Chatterbox, the toddler group for pre-school children, continued to meet weekly via Zoom until physical services recommenced in June. The All Age Eucharist on the first Sunday of the month was also held via Zoom streaming via Facebook.

Because of the nature of the craftwork, with children and adults working together, it was not possible to hold Messy Church during the Covid restrictions. We are looking forward to restarting these when the restrictions are removed.

The Crib, the Youth Group for young people of secondary school age, ran via Zoom during the Covid restrictions, but did not attract the normal following due to the unfamiliar mode of meeting.

There were on-line Alpha Groups for those seeking to learn more about the Christian faith, and the usual mid-week Lent course also ran through Zoom.

The lockdown impacted on work with the schools. Although pupils were attending school, there were frequent absences for shielding after exposure to Covid.

Park View Residential Home closed their doors to visitors during the Covid restrictions, including members of clergy and lay teams, so it was not possible to minister to the home. Revd Christine was able to lead the December service in St George's however.

In 2021 the clergy officiated at 24 baptisms, 3 weddings, 9 funeral services in church, 12 at the crematorium, and 6 interments of ashes in the churchyard.

There were no ecumenical services in 2021, but the AGM for Churches Together in Witham & District was held physically on 27 October.

The church receives the services of a Director of Music, Mr David Martin, and has a paid Parish Administrator, Mrs Fiona Abbott. The church is very dependent on the goodwill and hard work of the many volunteers, in particular, the church officers, church cleaning, churchyard maintenance, odd jobs, church hall letting, duplicating service sheets and the like, sacristan duties, worship organisation, and many other specific tasks are all achieved through volunteer work. In 2021, due to Covid restrictions, most of these activities were reduced, but thanks are expressed to those that did carry out duties during this time.

Normally Christian Aid is supported each year particularly at Christmas and during Christmas Aid week in May, and the Children's Society supported at Christingle Services. Since services did not take place at these times during 2021 we were unable to offer this support. Similarly, since members of the congregation were only meeting electronically until April, and even then many continued electronically, we were unable to support the Diocesan Lent Appeal, the Church Army Lent Appeal and the Chelmsford Night Shelter, the Foodbank and Peabody Trust at Christmas, Easter and Harvest, nor collect toys for the charity Homestart at St Nicolas-tide.

The Mothers' Union was unable to meet.

St Nicolas Church was able to participate in Heritage Open Day again, but, like most sites, with a virtual tour of the church on the Witham Parish Church Facebook page.

ACHIEVEMENT

The church has enjoyed an unusual, but successful year of worship and witness. Most of the regular congregation joined in the streamed services, 10.00 am or Evensong, via Facebook, and many additional attendees joined them, either live or later in the week, since the services remained available. Since on-line services appeared to reach additional worshippers, they will continue in parallel with actual attendance when the church is able to open again for services. Sadly we did lose some faithful members during 2020, and it was not possible to include the large numbers of mourners that would have attended in a non-Covid environment. Fortunately we were able to live stream the funeral services from the church.

We were able to hold a few physical services in church when the lock-down was lifted for a short period, which included worship for the Festival of St Nicolas. The PCC are grateful to the Director of Music, Mr David Martin, for continuing to maintain the choir, including a number of children, during this time, and particularly for that occasion.

We have a fund named "Church Community Fund" to provide small sums of money to people in urgent need administered via the Citizens' Advice Bureau in Witham.

FINANCIAL

Total receipts on ordinary unrestricted funds (General and Equipment Funds) were

£89,238 (2020 £86,753) and are detailed in the financial statements.

£87,903 was spent regarding Church Activities, including the contribution of £43,500 to the Diocesan Parish Share, the formula for which requires a benefice to pay for its ministry costs plus a contribution towards central diocesan costs which is calculated by a formula based on members. £978 has also been used for fundraising.

The net result for the year on the ordinary unrestricted funds was a surplus of receipts over payments of £228 (2020 surplus £5.) The small surplus was achieved by not paying our Parish Share in full. The PCC paid £43,500 and received a credit for £7,818 due to the vacancy, so a total of £51,318 but was unable to pay the balance of £41,116, to meet the Share request of £92,434 to have done so would have meant depleting our unrestricted reserve to zero.

After adding bank and deposit balances brought forward at the beginning of the year, the balance carried forward at 31st December 2021 for the ordinary unrestricted fund totalled £35,458 (2020 £35,220).

RESERVES POLICY

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately four months unrestricted payments to cover emergency situations that may arise from time to time. The balance of £35,458 on unrestricted funds at the year-end is under this target.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund.

**Approved by the PCC on 8 February 2022 and signed on their behalf
by**

Revd Dr Jonathan Pritchard (PCC Chair)

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036							
Receipts and Payments Accounts							
	Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2020	Total 2019
		£	£	£	£	£	£
Receipts							
Voluntary receipts							
Planned giving		40,746				40,746	41,592
Collections and other giving		15,299				15,299	7,211
All other giving/ voluntary receipts		4,162				4,162	4,134
Gift Aid Recovered		5,543				5,543	15,484
Total Voluntary Receipts		65,750	0	0	0	65,750	68,421
Activities for generating funds		9,745				9,745	5,679
Investment Income		2	10	17		29	246
Church Activities		6,288				6,288	2,815
Redemption of Investments		0				0	0
Other receipts		7,453		2,490		9,943	9,554
Total Receipts		89,238	10	2,507	0	91,755	86,715
Payments							
Church activities							
Parish share		43,500				43,500	45,875
Clergy and staffing costs		15,355				15,355	17,390
Church running expenses		25,338				25,338	17,593
Hall running costs		2,871				2,871	3,623
Church Repairs & Maintenance		839				839	1,303
Hall Repairs & Maintenance		0				0	0
Mission giving and donations		0				0	89
Total Church Activities		87,903	0	0	0	87,903	85,873
Cost of generating funds		978				978	484
Governance costs		130				130	130
Other payments		0				0	0
Total Payments		89,010	0	0	0	89,011	86,487
Excess of receipts over payments / (payments over receipts)		228	10	2,507	0	2,745	228
Movements Between Funds						0	0
Cash at bank and in hand at 1 Jan		12,330	22,890	37,821	0	73,041	72,813
Cash at bank and in hand at 31 Dec		12,558	22,900	40,328	0	75,786	73,041
Statement of Assets and Liabilities							
	Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2020	Total 2019
Cash Funds							
Bank Current Account		9,638	3,685	1,592		14,915	14,736
Deposit Accounts		2,920	19,215	38,736		60,871	58,305
Totals		12,558	22,900	40,328	0	75,786	73,041
Liabilities							
Missionary and Charitable Giving		89				89	89
Church Community Fund				1,592		1,592	1,592
John Suddards Memorial Fund			3,685			3,685	3,685
Hope Community Witham Fund				2,490		2,490	0
Parochial Fees Paid in Advance				1,718		1,718	2,582
Totals		89	3,685	5,800	0	9,574	7,948
Total Net Assets							
General Fund		12,469				12,469	12,241
Equipment Fund			19,215			19,215	19,205
Abrey Trust				16,754		16,754	16,745
Church House Fund				3,527		3,527	3,526
Fabric Fund				13,232		13,232	13,225
Graves Fund				2,734		2,734	2,734
Parochial Fees Paid in Advance				-1,718		-1,718	-2,582
Hope Community Witham Fund				0		0	0
John Suddards Memorial Fund			0			0	0
Church Community Fund				0		0	0
Totals		12,469	19,215	34,529	0	66,212	65,093

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036
Financial Statement for the year ended 31st December 2021
General Fund (Unrestricted) Receipts and Payments Account

		2021	2020	
Receipts	Note			
Regular Giving				
Planned giving		40,746	41,592	
		40,746		41,592
Collections and other giving				
Loose plate (Non-Gift Aid Donations)		1,679	1,241	
One-off Gift Aid gifts		13,620	5,970	
Gift Aid Income Tax recovered		5,543	15,484	
		20,842		22,695
Other voluntary receipts				
Legacies		0	1,000	
Charitable donations		0	89	
Messy Church		0	84	
Donations		4,031	2,450	
Votives		81	51	
Flowers - donations		50	460	
		4,162		4,134
Receipts from activities for generating funds				
Mediaeval Fayre		0	0	
Concerts		516	100	
59 Club income		0	1,041	
Easyfundraising.co.uk		147	158	
General Fundraising		4,905	610	
Church hall lettings income		4,177	2,891	
Magazine sales & advertising		0	879	
		9,745		5,679
Investment Income			2	23
Receipts from Church activities				
Parochial fees		6,288	2,815	
Choir and Organ Income		0	0	
Literature Income		0	0	
		6,288		2,815
Other Receipts				
Insurance Claims		307	0	
Grant (Children & Young Persons Worker)		7,076	9,174	
Other Receipts		70	380	
		7,453		9,554
		89,238		86,492
Payments				
Church Activities				
Diocesan Parish Share		43,500	45,875	
Clergy and staffing costs		15,355	17,390	
Church running expenses		25,338	17,593	
Hall running costs		2,871	3,623	
Church Repairs & Maintenance		839	1,303	
Hall Repairs & Maintenance		0	0	
Overseas mission and relief agencies		0	89	
Home Mission and other Church societies		0	0	
		87,903		85,873
Fundraising Costs				
59 Club		0	215	
Other fundraising costs		978	0	
Magazine Costs		0	269	
Mediaeval Fayre		0	0	
		978		484
Other Payments			130	130
		89,011		86,487
Excess of Receipts over Payments			227	5
Movements Between Funds				
		0	0	
		227		5
Bank Current and Deposit accounts at 1st January		12,330	12,325	

Financial Statement for the year ended 31st December 2021				
Fabric Fund Receipts and Payments Account - Restricted Fund				
			2021	2020
Receipts				
	Bank Interest		7	55
			7	55
Payments				
Excess of Receipts over Payments			7	55
Bank Current and Deposit accounts at 1st January			13,225	13,170
Bank Current and Deposit accounts at 31st December			13,232	13,225
Church House Fund Receipts and Payments Account - Restricted Fund				
			2021	2020
Receipts				
	Bank Interest		1	16
Payments				
Excess of Receipts over Payment			1	16
Bank Current and Deposit accounts at 1st January			3,525	3,509
Bank Current and Deposit accounts at 31st December			3,526	3,525
Abrey Trust Receipts and Payments Account - Restricted Fund				
			2021	2020
Receipts				
	Bank Interest		9	71
Payments				
Excess of Receipts over Payment			9	71
Bank Current and Deposit accounts at 1st January			16,745	16,674
Bank Current and Deposit accounts at 31st December			16,754	16,745
Witham Parochial Church Council - St Nicolas Church - Charity No 1133036				
Graves Fund Receipts and Payments Account - Restricted Fund				
			2021	2020
Receipts				
Payments				
	Bank Charges			
Excess of Receipts over Payment			0	0
Bank Current and Deposit accounts at 1st January			2,734	2,734

Church Community Fund Receipts and Payments Account - Restricted Fund

		2021	2020			
Receipts						
Payments						
Excess of Receipts over Paymer		0	0			
Bank Current and Deposit accou		1,592	1,592			
Bank Current and Deposit acc		1,592	1,592			

John Suddards Memorial Fund Receipts and Payments Account - Designated Fund

		2021	2020			
Receipts						
	Net Receipts	0	0			
Payments						
Excess of Receipts over Paymer		0	0			
Bank Current and Deposit accou		3,685	3,685			
Bank Current and Deposit acc		3,685	3,685			

Hope Community (Witham) Fund Receipts and Payments Account - Restricted Fund

		2021	2020			
Receipts						
		2,490				
Payments						
Excess of Receipts over Paymer		2,490	0			
Bank Current and Deposit accou		0				
Bank Current and Deposit acc		2,490	0			

Equipment Fund Receipts and Payments Account - Designated Fund

		2021	2020			
Receipts						
	Bank Interest	10	81			
Payments						
Excess of Receipts over Paymer		10	81			
Bank Current and Deposit accou		19,205	19,124			

Independent examiner's report to the PCC of St Nicolas Church, Witham

I report on the accounts of the PCC for the year ended 31 December 2019 which are set out within the report.

Respective responsibilities of the PCC and the 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 Examiners 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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
 - ☐ to keep accounting records in accordance with s.130 of the 2011 Act; or
 - ☐ to prepare accounts, which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mrs A C Clarke
4 Abercorn Way
Witham, CM8 2UF
31 March 2022

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE
ECCLESIASTICAL PARISH OF WITHAM
(CHARITY NO. 1133036)**

**ST NICOLAS' CHURCH
CHIPPING HILL
WITHAM
CM8 2JS**

**ANNUAL REPORT &
ACCOUNTS - 2020**

Team Rector	Vacancy
Associate Priest	Revd Susan Malam
Associate Priest	Revd Christine Newmarch
Pioneer Minister	Revd Will Abbott



WITHAM PCC
THE ANGLICAN CHURCH IN THE TOWN OF WITHAM CENTRED ON
THE PARISH CHURCH OF ST NICOLAS.

The Parish Church is on Chipping Hill in Witham.

The correspondence address is:

The Parish Office, St Nicolas Church Hall, Chipping Hill, Witham. Essex CM8 2JS

In 2020 the Parochial Church Council has consisted of:

Revd Susan Malam, Associate Priest (SSM) ex officio

Revd Christine Newmarch, Locally Deployed Self Supporting Associate Priest (LDSSM)

Revd Will Abbott, (Pioneer Minster) (ordained priest 25 September 2020)

Mr Andrew Rudd Church Warden (ex officio) & Vice Chair of the PCC

Ms Marian Mitchell Churchwarden (ex officio)

Mr Mike Robinson PCC Secretary (ex officio - Deanery Representative)

Mr John Hassler PCC Treasurer elected

Mrs Jacqueline Hassler Assistant PCC Treasurer elected (until 25 October 2020)

Mr Brian Smith Assistant PCC Treasurer elected (until 25 October 2020)

Mrs Jenny Robinson (ex officio Deanery Representative) (Assistant PCC Treasurer)

Mrs Christine Brown (ex officio - Deanery Representative)

Mrs Lyn Corke (elected)

Mr Rodney Cullum elected

Mrs Paula Ellis elected (resigned 5 October 2020)

Mr Andrew Holt (ex officio - Deanery Representative) & Electoral roll officer

Mr Rod Lane re-elected (25 October 2020)

Mr Trevor Myatt elected

Revd Christine Newmarch completed her curacy and was licensed as Associate Priest by the Bishop of Colchester on 2 September

The PCC Standing Committee comprises the two Churchwardens, the PCC Secretary and the PCC Treasurer.

The PCC Accounts are held by Barclays Bank plc, Witham and funds are also held by the CBF Church of England Deposit Fund, London.

The Independent Examiner is Mrs Ann Clarke, Witham.

Day to day management of the Parish was assumed by the Churchwardens and the PCC Treasurer.

St Nicolas' Church is part of the Witham and Villages Team Ministry which has responsibility for the town of Witham and the neighbouring parishes of Terling, Fairstead, White Notley, Faulkbourne, Rivenhall and Silver End. Each parish has its own PCC. The Witham and Villages Team Ministry is also joined with the parish of Hatfield Peverel with Ulting to form the Pilgrim Rivers Mission and Ministry Unit (MMU).

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The PCC has seven accounts which must be spent on Restricted purposes as follows;

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The Managing Trustees [the PCC] shall apply the clear income and at their discretion the whole or part of the property of the Church Charity in or towards rebuilding, repairing, enlarging, altering, furnishing and equipping the Church of St Nicolas in the said ecclesiastical parish.

(b) Church House Fund

Under the control of the Incumbent & Churchwardens to be used to provide any building for the purposes of:

1. Divine Worship }
2. Classes or Lectures } Connected with the
3. Meetings } Church
4. Clubs }
5. Clerical Meetings & Social Conferences }
6. Any purpose in the opinion of the Incumbent & Churchwardens for improving conditions of the population of the Parish. Building may not be used in any way against the principles of the Church of England.

(c) Fabric Fund

Income & capital for upkeep of the fabric of St Nicolas church and churchyard.

(d) Graves Fund

Income for upkeep of graves.

(e) John Suddards Memorial Fund

Income and capital to provide discretionary funds in memory of the late Reverend John Suddards.

(f) Church Cleaning Fund

Income and capital for cleaning St Nicolas Church.

(g) Church Community Fund

Income and capital for Witham based hardship cases / people in urgent need of money. This fund is administered via Braintree Halstead & Witham CAB.

The appointment of PCC members is governed by and set out in the Church Representation Rules.

PCC members are recruited from the wider congregation, and all are encouraged to consider standing. New members are offered induction training by the Church Wardens on a one to one basis, and from time to time all members are briefed together on compliance with health and safety legislation, safeguarding, data protection and other like legislation. Members also have access to specific training events organised on a Deanery, Area or Diocesan basis, and provision is made for sharing information and skills gleaned at such events and for the dissemination of appropriate briefing documents.

The PCC Standing Committee did not meet during 2020 due to Covid virus restrictions. The following work was conducted by email correspondence:

- (a) share in the work of developing mission, pastoral and other initiatives to be submitted to the full PCC and for discussion and approval
- (b) set the Agenda for the next PCC Meeting
- (c) deal with financial matters and expenditure up to a limit of £500 on each item, and
- (d) advise the clergy on any matter connected to the Parish.

The PCC also has the following committees:

- (a) The Medieval Fayre Committee which has delegated power to organise and run the Annual Medieval Fayre.
- (b) The Church Hall Committee which is concerned with the fabric and facilities of the Church Hall and makes recommendations to the PCC.
- (c) The Church Fabric Committee which advises the PCC on fabric and property matters generally.
- (e) Social and Fundraising Committee which arranges social and fundraising events for the church.
- (f) Finance and Stewardship committee

These committees did not meet during 2020 due to the Covid virus restrictions.

Working groups also report to the PCC as required

- a. Outreach & Mission Group which concern themselves with the mission, pastoral, worship and social activities of the Parish.
- b. Christmas Tree Festival Group, concerned with the development and management of the St Nicolas Christmas Tree Festival.

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Trevor Myatt continues to serve in a voluntary lay capacity as Pastoral Assistant.

Pat Pullen is a licensed Lay Funeral minister.

David Martin, Mike Robinson and Andrew Holt continue to serve as Authorised Lay Preachers.

OBJECTIVES AND ACTIVITIES

The primary objective of the PCC is the promotion of the Gospel of Our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The PCC is fully committed to co-operating with the clergy team in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

During the year, the work of the PCC was heavily curtailed due to Covid virus restrictions. There were no opportunities for fundraising, including the annual Mediaeval Fayre and Christmas Tree Festival, which were both cancelled. This had a severe impact on the finances of the church.

The church building was also closed for most of the year, so there was no work on the fabric of the church or church hall, though the churchyard was kept neat and tidy by volunteers.

Although the PCC usually works with the clergy to encourage growth of the congregation and ensure that fruitful and effective discipleship is developed, in 2020 with the restrictions on meetings and church services it was not possible to pursue these goals. However Chatterbox, the toddler group for pre-school children continued to meet weekly via Zoom during term time. The All Age Eucharist on the first Sunday of the month was also held via Zoom streaming via Facebook.

Because of the nature of the craftwork, with children and adults working together, it was not possible to hold Messy Church during the Covid restrictions. We are looking forward to restarting these when the restrictions are removed.

The Crib, the Youth Group for young people of secondary school age, ran via Zoom during the Covid restrictions, but did not attract the normal following due to the unfamiliar mode of meeting.

There were on-line Alpha Groups for those seeking to learn more about the Christian faith, but the usual Lent course and other short courses did not go ahead. Our experience in using Zoom for PCC meetings, which started in November, will give confidence to use the technology for other interactive meetings.

The lockdown impacted on work with the schools, since most pupils were working from their homes. The clergy did provide material to some of the schools for their home-working pupils, but there was no interaction possible,

The website and social media have been vital to our ministry during the past year or so. We have over 600 active followers on Facebook, and many more casual viewers who have followed our on-line weekly services and the funeral and memorial services. We have also had circa 190 followers on Twitter. In 2021 we have installed wifi access to the internet to enable on-line ministry to continue.

Both Park View Residential Home and St Georges Nursing Home closed their doors to visitors during the Covid restrictions, including members of clergy and lay teams, so it was not possible to minister to these homes, in the normal way, however Revd Will did manage some services at St George's, led from the garden and through the window! Even the hospitals were not accessible, so we were fortunate that Revd Susan is a Chaplain at Broomfield Hospital, so was able to visit those of our members that were treated there.

In 2020 the clergy officiated at 6 funeral services in church and 7 at the crematorium, and 7 interments of ashes in the churchyard.

There were no ecumenical services, events or meetings due to the Covid restrictions.

The church receives the services of a Director of Music, Mr David Martin, and has a paid Parish Administrator, Mrs Fiona Abbott. The church is very dependent on the goodwill and hard work of the many volunteers, in particular, the church officers, church cleaning, churchyard maintenance, odd jobs, church hall letting, catering, duplicating service sheets and the like, sacristan duties, worship organisation, and many other specific tasks are all achieved through volunteer work. In 2020, due to Covid restrictions, most of these activities were curtailed, but thanks are expressed to those that did carry out duties during this time.

Normally Christian Aid is supported each year particularly at Christmas and during Christmas Aid week in May, and the Children's Society supported at four Christingle Services. Since services did not take place at these times during 2020 we were unable to offer this support. Similarly, since members of the congregation were only meeting electronically, we were unable to support the Diocesan Lent Appeal, the Church Army Lent Appeal and the Chelmsford Night Shelter, the Foodbank and Peabody Trust at Christmas, Easter and Harvest, nor collect toys for the charity Homestart at St Nicolas-tide.

The Mothers' Union was unable to meet.

St Nicolas Church was able to participate in Heritage Open Day again, but, like most sites, with a virtual tour of the church on the Witham Parish Church Facebook page.

ACHIEVEMENT

The church has enjoyed an unusual, but successful year of worship and witness. Most of the regular congregation joined in the streamed services, 10.00 am or Evensong, via Facebook, and many additional attendees joined them, either live or later in the week, since the services remained available. Since on-line services appeared to reach additional worshippers, they will continue in parallel with actual attendance when the church is able to open again for services. Sadly we did lose some faithful members during 2020, and it was not possible to include the large numbers of mourners that would have attended in a non-Covid environment. Fortunately we were able to live stream the funeral services from the church.

We were able to hold a few physical services in church when the lock-down was lifted for a short period, which included worship for the Festival of St Nicolas. The PCC are grateful to the Director of Music, Mr David Martin, for continuing to maintain the choir, including a number of children, during this time, and particularly for that occasion.

There were 3 weddings in 2020, numbers impacted by Government restrictions.

We have a fund named "Church Community Fund" to provide small sums of money to people in urgent need administered via the Citizens' Advice Bureau in Witham.

FINANCIAL

Total receipts on ordinary unrestricted funds (General and Equipment Funds) were £86,573 (2019 £132,440) and are detailed in the financial statements.

£85,873 was spent regarding Church Activities, including the contribution of £45,875 to the Diocesan Parish Share, the formula for which requires a benefice to pay for its ministry costs plus a contribution towards central diocesan costs which is calculated by a formula based on members. £484 has also been used for fundraising.

The net result for the year on the ordinary unrestricted funds was a surplus of receipts over payments of £5 (2019 deficit £14,587). The small surplus was achieved by not paying our Parish Share in full. The PCC paid £45,875 and received a credit for £8,639 due to the vacancy, so a total of £52,714 but was unable to pay the balance of £34,505, to meet the Share request of £87,219 to have done so would have meant depleting our unrestricted reserve to zero.

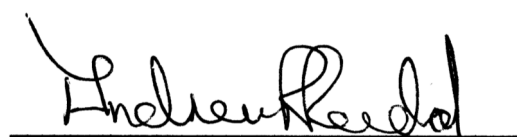
After adding bank and deposit balances brought forward at the beginning of the year, the balance carried forward at 31st December for the ordinary unrestricted fund totalled £35,220 (2019 £35,134).

RESERVES POLICY

It is PCC policy to maintain a balance on unrestricted funds (if possible), which equates to approximately four months unrestricted payments to cover emergency situations that may arise from time to time. The balance of £35,220 on unrestricted funds at the year-end is under this target.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund.

Approved by the PCC on 30 April 2021 and signed on their behalf by Andrew Rudd Churchwarden (PCC Vice Chair).

A handwritten signature in black ink, appearing to read 'Andrew Rudd', is written over a horizontal line.

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036							
Receipts and Payments Accounts							
	Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2020	Total 2019
		£	£	£	£	£	£
Receipts							
Voluntary receipts							
Planned giving		41,592				41,592	51,850
Collections and other giving		7,211				7,211	11,677
All other giving / voluntary receipts		4,134				4,134	6,374
Gift Aid Recovered		15,484				15,484	20,479
Total Voluntary Receipts		68,421	0	0	0	68,421	90,380
Activities for generating funds		5,679				5,679	32,295
Investment Income		23	81	142		246	338
Church Activities		2,815				2,815	6,698
Redemption of Investments		0				0	0
Other receipts		9,554				9,554	16,766
Total Receipts		86,492	81	142	0	86,715	146,477
Payments							
Church activities							
Parish share		45,875				45,875	69,320
Clergy and staffing costs		17,390				17,390	16,200
Church running expenses		17,593				17,593	26,395
Hall running costs		3,623				3,623	5,895
Church Repairs & Maintenance		1,303				1,303	33,213
Hall Repairs & Maintenance		0				0	0
Mission giving and donations		89				89	1,525
Total Church Activities		85,873	0	0	0	85,873	152,548
Cost of generating funds		484				484	8,296
Governance costs		130				130	120
Other payments		0				0	100
Total Payments		86,486	0	0	0	86,486	161,064
Excess of receipts over payments / (payments over receipts)		5	81	142	0	228	-14,587
Movements Between Funds						0	0
Cash at bank and in hand at 1 Jan		12,325	22,809	37,679	0	72,813	87,401
Cash at bank and in hand at 31 Dec		12,330	22,890	37,821	0	73,041	72,813
Statement of Assets and Liabilities							
	Note	Unrestricted Fund	Unrestricted Designated Fund	Restricted Funds	Endowment Funds	Total 2020	Total 2019
Cash Funds							
Bank Current Account		9,459	3,685	1,592		14,736	14,731
Deposit Accounts		2,871	19,205	36,229		58,305	58,082
Totals		12,330	22,890	37,821	0	73,041	72,813
Liabilities							
Missionary and Charitable Giving		89				89	0
Church Community Fund				1,592		1,592	1,592
John Suddards Memorial Fund			3,685			3,685	3,685
Parochial Fees Paid in Advance				2,582		2,582	277
Totals		89	3,685	4,174	0	7,948	5,554
Total Net Assets							
General Fund		12,241				12,241	12,325
Equipment Fund			19,205			19,205	19,124
John Suddards Memorial Fund			0			0	0
Abrey Trust				16,745		16,745	16,674
Church House Fund				3,526		3,526	3,510
Fabric Fund				13,225		13,225	13,170
Graves Fund				2,734		2,734	2,734
Parochial Fees Paid in Advance				-2,582		-2,582	-277
Church Community Fund				0		0	0
Totals		12,241	19,205	33,648	0	65,093	67,259

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036					
Financial Statement for the year ended 31st December 2020					
General Fund (Unrestricted) Receipts and Payments Account					
		2020		2019	
Receipts	Note				
Regular Giving					
Planned giving		41,592		51,850	
			41,592		51,850
Collections and other giving					
Loose plate (Non-Gift Aid Donations)		1,241		6,907	
One-off Gift Aid gifts		5,970		18	
Gift Aid Income Tax recovered		15,484		20,479	
			22,695		27,404
Other voluntary receipts					
Legacies		1,000		0	
Charitable donations		89		895	
Messy Church		84		529	
Donations		2,450		3,404	
Votives		51		445	
Flowers - donations		460		1,101	
			4,134		6,374
Receipts from activities for generating funds					
Mediaeval Fayre		0		13,107	
Concerts		100		554	
59 Club income		1,041		2,757	
Easyfundraising.co.uk		158		232	
General Fundraising		610		5,269	
Church hall lettings income		2,891		8,976	
Magazine sales & advertising		879		1,400	
			5,679		32,295
Investment Income					
			23		22
Receipts from Church activities					
Parochial fees		2,815		6,692	
Choir and Organ Income		0		0	
Literature Income		0		6	
			2,815		6,698
Other Receipts					
Insurance Claims		0		0	
Grant (Children & Young Persons Worker)		9,174		5,833	
Other Receipts		380		1,964	
			9,554		7,797
			86,492		132,440
Payments					
Church Activities					
Diocesan Parish Share		45,875		69,320	
Clergy and staffing costs		17,390		16,200	
Church running expenses		17,593		26,395	
Hall running costs		3,623		5,895	
Church Repairs & Maintenance		1,303		135	
Hall Repairs & Maintenance		0		0	
Overseas mission and relief agencies		89		1,025	
Home Mission and other Church societies		0		0	
			85,873		118,970
Fundraising Costs					
59 Club		215		735	
Other fundraising costs		0		1,356	
Magazine Costs		269		1,071	
Mediaeval Fayre				5,134	
			484		8,296
Other Payments					
			130		120
			86,487		127,386
Excess of Receipts over Payments					
			5		5,054
Movements Between Funds					
			0		0
			5		5,054
Bank Current and Deposit accounts at 1st January					
			12,325		7,271
Bank Current and Deposit accounts at 31st December					
			12,330		12,325

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036
Financial Statement for the year ended 31st December 2020

Fabric Fund Receipts and Payments Account - Restricted Fund

	2020	2019
Receipts		
Donations		4,752
Grants		5,000
VAT Refunds (Listed Places of Worship Scheme)		3,969
Bank Interest	55	23
	<u>55</u>	<u>13,744</u>
Payments		
Ceiling Repairs		20,896
Roof Alarm		7,280
Carpet Tiles (Funded by Donation)		2,400
All Saints Churchyard (Funded by Donation)		1,750
Architect Fees		752
Bank Charges		52
	<u>55</u>	<u>-19,386</u>
Excess of Receipts over Payments		
	<u>55</u>	<u>-19,386</u>
Bank Current and Deposit accounts at 1st January	13,170	32,556
	<u>13,225</u>	<u>13,170</u>

Church House Fund Receipts and Payments Account - Restricted Fund

	2020	2019
Receipts		
Bank Interest	16	26
Payments		
	<u>16</u>	<u>26</u>
Excess of Receipts over Payment		
	<u>16</u>	<u>26</u>
Bank Current and Deposit accounts at 1st January	3,509	3,483
	<u>3,525</u>	<u>3,509</u>

Abrey Trust Receipts and Payments Account - Restricted Fund

	2020	2019
Receipts		
Bank Interest	71	124
Payments		
	<u>71</u>	<u>124</u>
Excess of Receipts over Payment		
	<u>71</u>	<u>124</u>
Bank Current and Deposit accounts at 1st January	16,674	16,550
	<u>16,745</u>	<u>16,674</u>

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036
Graves Fund Receipts and Payments Account - Restricted Fund

	2020	2019
Receipts		
Payments		
Bank Charges		48
Excess of Receipts over Payment	0	-48
Bank Current and Deposit accounts at 1st January	2,734	2,782
Bank Current and Deposit accounts at 31st December	2,734	2,734

Church Community Fund Receipts and Payments Account - Restricted Fund

	2020	2019
Receipts		
Payments		
Donation to Citizens Advice Bureau (CAB)		500
Excess of Receipts over Payment	0	-500
Bank Current and Deposit accounts at 1st January	1,592	2,092
Bank Current and Deposit accounts at 31st December	1,592	1,592

John Suddards Memorial Fund Receipts and Payments Account - Designated Fund

	2020	2019
Receipts		
Net Receipts	0	0
Payments		
Excess of Receipts over Payment	0	0
Bank Current and Deposit accounts at 1st January	3,685	3,685
Bank Current and Deposit accounts at 31st December	3,685	3,685

Equipment Fund Receipts and Payments Account - Designated Fund

	2020	2019
Receipts		
Bank Interest	81	143
Payments		
Excess of Receipts over Payment	81	143
Bank Current and Deposit accounts at 1st January	19,124	18,981
Bank Current and Deposit accounts at 31st December	19,205	19,124

Witham Parochial Church Council - St Nicolas Church - Charity No 1133036

Financial Statement for the year ended 31st December 2020

Statement of Assets and Liabilities at 31st December 2020

	2020	2019
Cash funds		
Current Accounts	14,736	14,731
Deposit Accounts	58,305	58,082
Total Current and Deposit Accounts	<u>73,041</u>	<u>72,813</u>
Liabilities (General Fund)		
Parochial Fees (paid in advance)	2,582	277
	<u>2,582</u>	<u>277</u>

Other tangible assets

Lawnmower, cards and office equipment for our Parish and Mediaeval Fayre

Notes

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2008 using the Receipts and Payments basis.
- 2 The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities: Moveable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal.
- 3 The expenses paid to clergy may include a small immaterial proportion, which relates to their function as PCC members. No other payments were made to PCC members.
- 4 The payments to missions and overseas relief agencies from donations received include **£35.00** to Christian Aid, **£24.00** to The Children's Society and **£30.00** to The Peabody Trust.

Approved by the PCC on 13th April 2021 and signed on their behalf by Mr Andrew Rudd (PCC Vice Chair) and Mr John Hassler (PCC Treasurer)

Independent examiner's report to the PCC of St Nicolas Church, Witham

I report on the accounts of the PCC for the year ended 31 December 2019 which are set out within the report.

Respective responsibilities of the PCC and the 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 Examiners 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 consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee 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
- to keep accounting records in accordance with s.130 of the 2011 Act;
 - or
 - to prepare accounts, which accord with these accounting records have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



(Signed) '
Mrs A C Clarke
4 Abercorn Way
Witham, CM8 2UF
06 March 2021