

**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
Associate Priest
Newmarch**

**Revd Susan Malam
Revd Christine**

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 Chringle 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

[illegible]

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		
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Notes

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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

