

ECCLESIASTICAL PARISH OF BLACKMORE ST. LAURENCE

Charity Number 1134161

**Annual Report and Financial Statements
of the
Parochial Church Council**

For the year ended 31st December, 2020

Incumbent:

The Reverend Sam Brazier-Gibbs
The Vicarage
Church Street
Blackmore
Ingatestone
Essex
CM4 0RN

Bankers:

Santander plc
Bootle
Merseyside
L30 4GB

HSBC
91 High Street,
Brentwood,
Essex, CM14 4RU

CCLA Investment Management Limited
COIF Charity Funds
Senate House
85 Queen Victoria Street
London EC4V 4ET

Independent Examiner:

Mrs. Clare E. Corby
Farriers
Blacksmiths Alley,
Blackmore, Essex, CM4 0QU

**The Priory Church of St. Laurence, Blackmore,
Annual Report of the Parochial Church Council for the Year ended
31st December, 2019**

Administrative Information

St. Laurence Church is situated in Church Street, Blackmore. It is in the Deanery of Epping Forest and Ongar and part of the Diocese of Chelmsford within the Church of England. The correspondence address is The Vicarage, Church Street, Blackmore, Ingatestone, Essex, CM4 0RN.

The Parochial Church Council (PCC) is a charity, registered with the Charity Commission, No. 1134161.

PCC members who have served from 22nd April, 2019 until the date this report was approved are:

Incumbent:	Revd. Samantha Brazier Gibbs	Chair
LLM:	Mrs. Gail Hughes	
Warden:	Dr. Stuart Jennings	Vice Chair
Warden:	Mrs. Sandra Keeble	
Treasurer:	Mrs. Brenda Leigh	
Secretary:	Mrs. Gill Hall	
Representatives on the Deanery Synod:	John Hughes, Liz Blackham, Kevin Wood	

Elected Members:	Mrs. Jenny Dodd	(12.3.2017 – APCM 2020)
	Mr. John Hughes	(22.4.2018 – APCM 2021)
	Mrs. Margaret Laing	(22.4.2018 – APCM 2021)
	Mr. Peter Mason	(22.4.2018 – APCM 2021)
	Mrs. Carol Riley	(22.4.2018 – APCM 2021)
	Mrs. Celia Hatt	(28.4.2019 – APCM 2022)
	Mrs. Jane Marr	(14.10.2020-APCM 2023)
	Mr. Kevin Wood	(22.4.2018 – APCM 2021)
	Mr. Andrew Smith	(28.4.2019 – APCM 2022)

Aims and purposes

St. Laurence's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Grade 1 listed Church building and churchyard.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Laurence. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. In particular we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish

- Missionary and outreach work

To facilitate this work it is important that we maintain the fabric of the church of St Laurence.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At St Laurence the membership of the PCC consists of the incumbent (our vicar), the churchwardens, the reader and members elected by those members of the congregation who are on the Electoral Roll of the church. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC passed a resolution to rescind the Six Year Rule for electing churchwardens and will elect them every year.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding how the funds of the PCC are to be spent. The full PCC met four times with the average level of attendance of 85%. However, due to the pandemic, only two of these were held in St Laurence, one in the vicarage garden and one on Zoom. There was also a meeting of the Standing Committee. Given the wide responsibilities of the PCC it has a number of Task Groups. Each dealing with a particular aspect of parish life.

These Task Groups, which include Mission, Outreach and Discipleship; Pastoral Care; Health and Safety; Children and Youth Work; Fabric and Finance; Worship Group and Leadership Team are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

Worship and Prayer

Services have been disrupted during 2020 due to the pandemic, with long periods when the church was closed completely. However, during this difficult year, Rev Sam and her ministerial team have broadcast services two or three times every day via the internet and, when permitted, held Sunday morning services in the church for small 'bubbles' of people which meant there had to be two or three services each Sunday.

Church Attendance

There are 66 parishioners on the Electoral Roll, 10 of whom are not resident within the parish.

Deanery Synod

Deanery Synod met on zoom during the pandemic no new motions were discussed. It was a source of encouragement and discussion during the pandemic and emergence.

The Church Building

Due to the lockdown we have been unable to move forward with the work required on the tower and lychgate which were inspected earlier this year, nor with the heating, wi-fi, and re-ordering. Once restrictions are lifted we hope to proceed with these projects. There is to be a five year plan covering all the work that needs to be done and with which FOSL will be involved.

The memorial plaque for the USAAF airmen was installed in January but there could be no service due to covid restrictions.

Pastoral Care

We were sad to see Jenny Dodd stand down as leader of the Pastoral Care team as she is moving, and wish her and Alan every happiness in their new home. We would like to say a huge thank you for all the work she has done over the years.

The Prayer Chain has been much used and appreciated during this very difficult year.

Serenitea Café, Peaced Together and Create were unable to operate for most of the year.

Mission and Evangelism

Unfortunately, all the activities MODS had planned for 2020 had to be cancelled due to covid. However, we were able to hold a service for Harvest for which the church was decorated and there were photos, hay bales and flowers in the churchyard. Though we were unable to hold any services for Christmas we did have a 'Christmas Trail' round the churchyard and the porch was turned into a stable.

Children and Youth Work

Whilst all the Youth Groups started the year well by March everything was on hold due to the pandemic.

Ecumenical Relationships

St Laurence continues to have a good relationship with the Blackmore Baptist Church.

Gill Hall – Secretary.

Financial review

Receipts totalling £75,804, details of which are shown in the Financial Statement, were mostly placed throughout 2020 in our General Account with Santander plc, the exception being interest on other accounts, which was retained with them.

Payments in 2020 amounted to £60,384, which means there was a surplus of £15,421. This was quite remarkable as the pandemic meant that our fundraising activities were severely curtailed throughout the year.

I would like to thank the many church members and friends who made additional donations to the church over the year. These donations, including one that was triple matched by Netflix, contributed to the surplus.

I would also like thank the ingenuity of the members who ran an online Christmas Market in place of the main event that was cancelled. A tea dance at the start of the year was the only in person event we were able to hold during the year.

We paid our parish share of £41,924. The parish share largely provides the stipends, housing and training for the clergy and the necessary legally required administration of the Diocese as the Church of England is the state church. The Diocese allocates the specific costs for the provision ministry, training of future ministry and Diocesan services to each Benefice, along with grants from the Church Commissioners and a Fee Credit in support of the occasional offices undertaken in the previous year.

It is difficult to compare items of expenditure against the previous year because of the pandemic. One key expenditure that we now incur is for grass cutting in the churchyard which was previously covered by the parish council. The Friends of St Laurence made a donation to help pay towards these new costs.

We have continued to support our Romanian Charity, Children in Distress and the Brentwood Schools Christian Workers Trust although we have not been able to run any additional fundraising events. We also supported the British Legion's Poppy Appeal.

John Hughes – Treasurer

Independent Examiner's Report to the PCC of The Priory Church of St. Laurence, Blackmore.

This report on the accounts of the PCC for the year ended 31st December 2020 is in respect of an examination carried out in accordance with general directions given by the Charity Commission.

Respective responsibilities of trustees and examiner

As members of the PCC, you are responsible for the preparation of the accounts. You 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 Charities Act
- To follow the procedures laid down by the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Charities Act.
- 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 PCC 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 PCC 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 Charities Act and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Charities 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.



Clare E Corby

Farriers, Blacksmiths Alley, Blackmore, Essex CM4 0QU

6th March 2021

Financial Statements for the Year ended 31st December 2020

General Fund Receipts and Payments Account

Receipts

Notes

	2020	2019
	£	£
Voluntary Receipts		
Regular Giving		
Planned giving	21040	21548
Plate Collections	4187	2718
Gift Aided	8027	3939
Income Tax recovered	8375	5937
Other Voluntary Receipts		
Gift Day	7272	7032
Donations	20320	3950
Receipts from activities for generating funds		
Teas in the Tower	0	1326
Cafe Serenitea	1772	3324
Tea Dance	226	
Harvest Supper		716
Big Band		1262
Evening of Illusion		827
Ploughman's lunches		200
Christmas Market	315	954
Quiz Evening	47	764
Receipts from Church Activities		
Fees	2531	2655
Church Users	800	2365
Parish Magazine - sales and advertisements	0	1295
Merchandise - Bookstall	120	223
Receipts from cash and Investment funds		
CCLA Deposit Account Interest	69	71
Business Tracker Bond Interest	355	729
Other Receipts		
Children in Distress	126	
Stondon Gift Day	221	
Memorial Plaques		150
Sundry	3	1787
Total Receipts	75804	63772

Payments

	£	£
Church Activities		
Giving	4	1730
Diocesan Parish Share		41924
Ministerial Expenses	5	7140
Church Running Expenses	6	6412
Churchyard Expenses	7	1130
Children and Youth	8	184
Office Expenses	9	973
Other Outgoings	10	891
Total Payments	60384	63583

Surplus/Debit

15421 189

Notes to the Accounts for the year to December 2020

1 Accounting Policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2011 using the Receipts and Payments basis.

2 Funds

The general fund usually represents the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC unless specified otherwise.

The fabric fund consists of unrestricted and restricted funds designated for the maintenance of the Church building, tower and churchyard. The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

The Blackmore PCC have agreed to waive future contributions of Stondon Massey PCC Ministerial Expenses.

Where the PCC collects monies on behalf of other charities, both the Receipts and Payments are included in the accounts on a gross basis.

	2020	2019
	£	£
3 Sundry Receipts:		
Funds for Charities (various sources)		1358
Sale of Christmas Cards for Children in Distress		32
VAT refund DCMS		236
Children's Summer Club donation		113
BT credit		48
	0	1787
4 Giving for overseas relief agencies:		
Disasters Emergency Committee		230
Children in Distress	450	1223
Giving also included home charities:		
Brentwood Schools Christian Worker Trust	1200	1200
British Legion	80	80
Childrens Society		100
Help for Heroes		439
Flower Guild		439
Norton Mandeville		200
	1730	3911
5 Ministerial Expenses:		
Office duties/expenses	5760	5730
Clergy Resources	56	124
Telephone	415	570
Fees Paid to C.D.B.F.	293	
Expenses paid to visiting clergy (in training)	100	640
Face Masks	60	
Cross for LLM	63	
Community Outreach (R.Pub)	138	138
Vicar's Discretionary Fund	255	500
	7140	7702

Notes to the Accounts (continued)

		2020	2019
		£	£
6 Church Runnings Expenses:			
Insurance (Covered from 31.7.20 - 1.8.21)		2742	2711
Utilities - water, gas and electricity		1697	1739
Copyright Royalties (additional streaming licence)		327	269
Church Consumables (wine, wafers, coffee, candles, gift aided envelopes, breakfasts. etc)		258	343
Piano and Organ Maintenance (includes £228 for 2018 Organ Tuning)		408	60
Church Maintenance (Heater Service & repair - SGWindow - Electrics)		930	647
Traffic Cones		50	
		<hr/>	<hr/>
		6413	5769
7 Churchyard Expenses:			
Grass Cutting		1080	-
Burial of Ashes		50	
Septic Tank emptied			189
Tree Surgeon			610
		<hr/>	<hr/>
		1130	799
8 Children and Youth Expenses:			
Bibles and Books for Blackmore School		158	343
It's Your Move resources		26	
Children's Summer Club			121
		<hr/>	<hr/>
		184	464
9 Offices Expenses:			
Stationery & Postage		273	371
Photocopier running costs		399	1203
Office Electricity for year		300	180
DEMIC Licence			156
		<hr/>	<hr/>
		973	1910
10 Other Outgoings			
Memorial Plaques		155	447
Children in Distress Cards for resale			37
Presents			40
FOSL VAT refund			236
Organist Fees		170	
Vergers Fees		100	
Flower Tribute Expenses		100	-
Book Purchases (monies recovered)		145	
Stondon Gift Day		221	
Refund for Stondon			50
		<hr/>	<hr/>
		891	810
		<hr/>	<hr/>
		60384	63583

THE PRIORY CHURCH OF ST. LAURENCE, BLACKMORE

Financial Statement for the Year ended 31st December 2020

Fabric Fund Receipts and Payments Account

	2020			2019		
	Designated	Restricted	Total	Designated	Restricted	Total
	£	£	£	£	£	£
<u>Receipts</u>						
Interest from C.C.L.A	42		42	90		90
Donations		600	600	1500	862	2362
Transfer from Santander General A/C			0			0
	42	600	642	1590	862	2452
<u>Payments</u>						
Aquaheat Ltd.				169		169
Kempster and Sons - tree surgeons				890		890
Morgan Fire Protection	196		196			
M D Landscapes (Anglia) Ltd	156	600	756			
Maljon (Timber Preservations) Ltd.					84	84
Lodge and Sons (Builders) Ltd.					778	778
	352	600	952	1059	862	1921
Surplus			-310			531
Bank current and deposit accounts at 31st December 2020	14526	1655	16181	14836	1655	16491

THE PRIORY CHURCH OF ST. LAURENCE, BLACKMORE

Statement of Assets and Liabilities at 31st December 2020

			2020	2019
	General Fund £	Fabric Fund £	Total £	Total £
Cash Funds				
Bank Current Accounts	24373	216	24589	14061
C.C.L.A Deposit Account	12667	15965	28632	24563
Santander plc Deposit	62	-	62	62
Hampshire Trust Bank	58284	-	58284	57200
Total Cash and Bank Accounts	<u>95386</u>	<u>16181</u>	<u>111567</u>	<u>95886</u>
Total Funds	<u><u>95386</u></u>	<u><u>16181</u></u>	<u><u>111567</u></u>	<u><u>95886</u></u>

(£94,186 unrestricted General Fund, £1,200 restricted General Fund,
£14,526 designated Fabric Fund, £1,655 restricted Fabric Fund)

Other monetary Assets (all in respect of unrestricted funds)

End of year Income Tax claim	£6,392	£5,538
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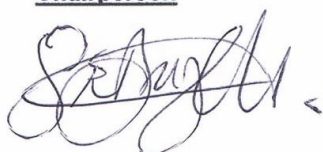
Other Assets

Moveable church furnishings held by the Church Wardens on special trust
for the PCC and which require a faculty for disposal.

Office Equipment used for Parish administration.

Approved by the PCC on the 4th MAY and signed on their behalf

Reverend Sam Brazier-Gibbs
Chairperson



John Hughes
Treasurer

