

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, 2023

Incumbent:

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

Bankers:

Santander plc
Bootle
Merseyside
L30 4GB

CCLA Investment Management Limited
CCLA Fund Managers Limited
One Angel Lane
London
EC4R 3AB

Cambridge and Counties Bank
Charnwood Court
5B New Walk
Leicester
LE1 6TE

Independent Examiner:

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

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 2023 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

19th April 2024

The Priory Church of St Laurence, Blackmore

Annual Report of the Parochial Church Council for the Year Ended

31st December 2023

Administrative Information

St Laurence Church is situated in Church Street, Blackmore. It is in the Deanery of Epping Forest and Ongar and is 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.

Aims and Purposes

St Laurence 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.

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 six times, one of these meetings being on Zoom, with the average level of attendance of 82%. 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.

Achievements and Performance

Worship and Prayer

As well as the Sunday Services there are Prayer Meetings on the first Monday evening in the month and every Tuesday morning. There are also Bible Study Groups every Monday, Wednesday and Thursday.

This Christmas there was a Starlight Trail around the churchyard for the first time. This included life size figures of the nativity and lights as well as refreshments and was very well received. The Starlight Service was a great success and Midnight Mass was also very well attended.

Church Attendance

There are 50 parishioners on the Electoral Roll, 11 of whom are not resident within the parish.

Deanery Synod

Lee Batson left this year to become the Dean of Newcastle Cathedral and John Fry was welcomed as the new Area Dean. Rev Sam continues as Assistant Dean.

The Church Building

The church remains open to visitors every day during daylight hours.

Tower and Lychgate: There has been a major fund raising campaign this year as £200,000.00 is required for the recladding, etc. Work is ongoing to secure various grants. We are very grateful to Friends of St Laurence for their work and support.

Notice Board: A new Notice Board has been installed in the churchyard, it is now situated in the lychgate so is easier to see and looks very smart.

Sound System: A new sound system was installed this year.

Pastoral Care

Sandra Wood and Sandra Keeble continue to run this successfully, bringing help to those in need. They have produced a Pastoral Care Policy, a summary of which is available in church.

Prayer Chain: The Ministry Team has been taking urgent prayer requests until the re- launch of the Prayer Chain.

Serenitea, which is held every Tuesday morning, continues to be very popular and attended by many people who are not regular church goers.

Mission and Evangelism

During 2023 MODS organised ploughman's lunches in the church during Blackmore Village Fayre; a Brass Band Concert in the churchyard; Harvest Supper; Christmas Quiz and Carols on Horsefayre Green.

Create meets once a month.

We continue to support Children in Distress and they have a sales stall at Serenitea.

Children and Youth Work:

Friday Club for under 12's is well attended.

Open the Book has re-started, fortnightly, at Blackmore School.

Little Lauries was launched this year, this is held weekly and is for babies, toddlers and their parents/carers.

Ecumenical Relationships

St Laurence continues to co-operate with Blackmore Baptist Church.

Gill Hall – Secretary.

Financial Report 2023

Receipts totalling £94,000 were received in 2023. These were placed throughout the year in our General Account with Santander plc, the exception being interest on other accounts, which was retained with them. Payments for the year amounted to £103,929 producing a deficit of £9,929.

The majority of funds are generated by regular giving from the congregation along with other donations from friends and visitors. Funds are also generated from fundraising and social events, church users and fees.

Our parish share of £56,351 was paid in full. 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 of ministry, training for future ministry and Diocesan services to each church.

We have continued to support Children in Distress, the Brentwood Schools Christian Workers Trust, the British Legion's Poppy Appeal and the Church of England Children's Society. We have also begun supporting Agapé, an international Christian charity, active in over 190 countries whose aim is to inspire people to discover Jesus at home, at work, at university and abroad, bringing people together and seeing lives transformed.

The deficit this year was mostly expected but was exacerbated by unplanned repairs and reduced fee receipts. The sound system in church was upgraded with a new mixer, radio microphones and additional wired microphones. Our parish share was subject to an agreed one-off increase in 2023. The expected increase in utility costs materialised with a 2.5 times increase over 2022 bills. Receipts from fees were down on 2022 as the number of weddings reduced. Major repair works were undertaken on the waste pipe that runs across the churchyard.

I would like to thank the many church members and friends who support the church through regular and one-off giving, all those who come and support the fundraising and social activities. I would also like to thank the Friends of St Laurence group for their fundraising activities, support for the fabric of the building and the churchyard and for providing support and funding for the preliminary activities for the Tower and Lych Gate repair project.

John Hughes – Treasurer

Financial Statement for the Year ended 31st December 2023

General Fund Receipts and Payments Account

Receipts

Voluntary Receipts

	<u>Notes</u>	2023	2022
		£	£
Planned Giving (Gift Aided)		33197	32653
Planned Giving (Not Gift Aided)		850	1010
Service Collections, Contactless & Online		5631	3684
All other giving		8960	13011
FoSL Funding		5646	1815
Gift Aid Recovered		12358	6997
Legacies Received		0	3000
Grants		1810	0

Activities for Generating Funds

Teas in the Tower		1464	864
Serenitea		6074	5309
Social Events		2713	1547
Christmas Market		2051	1737

Income From Investments & Other Accounts

General Accounts		605	124
Fabric Account(s)		707	156
Business Savings Bond		1040	414

Church Activities

Merchandise		536	556
Charity - Children in Distress		365	474
Church Users		1890	1636
Fees		7068	10298

Other Receipts

Other	3	1035	155
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Total Receipts

94000	85440
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Payments

Costs of Generating Funds

		£	£
Fundraising Activities		1214	339

Church Activities

Mission Giving/Donations	4	2718	2941
Parish Share		56351	49490
Clergy & Staff Expenses	5	4518	6525
Miscellaneous		854	289

Church Expenses

Mission and Evangelism	6	1922	1402
Church Running Expenses	7	9313	9924
Church Office Expenses	8	1968	1852
Church Utility Bills		4485	1753
Costs of Trading		542	448
Other Outgoings	9	3767	2777

Major Capital Expenditure

Tower and Lych Gate		8047	1098
Vicarage		0	537
Church		8231	0

Total Payments

103929	79374
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Surplus/Debit

-9929	6066
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Transfers between accounts

Santander Deposit to Santander Current		3000	
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Notes to the Accounts for the year to December 2023

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.

These 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 and Office Expenses.

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

	2023	2022
	£	£
3 Sundry Receipts:		
Other (MacMillan)	128	155
FoSL Receipts	121	0
Stondon Receipts	786	0
	<hr/>	<hr/>
	1035	155
4 Mission Giving and Donations		
BCSWT	1200	1200
Children In Distress	653	775
Childrens Society	100	396
British Legion	90	90
Community Giving	450	480
Agape	225	0
	<hr/>	<hr/>
	2718	2941
5 Clergy and Staff Expenses:		
Ministry Expenses & Resources	3918	5940
Organist / Bells / Choir	400	385
Verger	200	200
	<hr/>	<hr/>
	4518	6525
6 Mission and Evengelism:		
Children and youth	1551	1308
Worship Material	322	45
Training	49	49
	<hr/>	<hr/>
	1922	1402

Notes to the Accounts (continued)

	2023	2022
	£	£
7 Church Running Exps.		
Insurance	3096	2913
Copyright Licences	517	541
Consumables	347	647
Hospitality	617	0
General Maintenance	1389	2310
Organ & Piano maint.	70	264
Churchyard	2402	1883
Memorial Plaques	875	1367
	<u>9313</u>	<u>9924</u>
8 Office Expenses:		
Office-Stationary	228	137
Office-Postage	55	30
Office-Telephone	352	447
Office-Electricity	838	474
Office-Photocopier	283	535
IT Software/Hardware	211	230
	<u>1968</u>	<u>1852</u>
9 Other Outgoings		
Payments to CDBF	2781	2777
Money collected payments (FoSL, Stondon, McMillan)	986	0
	<u>3767</u>	<u>2777</u>

THE PRIORY CHURCH OF ST. LAURENCE, BLACKMORE **Financial Statement for the Year ended 31st December 2023**

Fabric Fund Receipts and Payments Account

	2023			2022		
	Designated	Restricted	Total	Designated	Restricted	Total
	£	£	£	£	£	£
<u>Receipts</u>						
Interest from CCLA Fabric Fund	706		706	156		156
	<u>706</u>	<u>0</u>	<u>706</u>	<u>156</u>	<u>0</u>	<u>156</u>
<u>Payments</u>						
			0			0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Surplus			706			156
CCLA Fabric Fund account at 31st December 2023	<u>15174</u>	<u>1655</u>	<u>16829</u>	<u>14468</u>	<u>1655</u>	<u>16123</u>

THE PRIORY CHURCH OF ST. LAURENCE, BLACKMORE
Statement of Assets and Liabilities at 31st December 2023

			2023	2022
	General Funds	Designated Funds	Total	Total
	£	£	£	£
Bank Accounts YE Balances				
Santander Current Account	7630		7630	16911
Santander Deposit Account	13563	3852	17416	20372
C.C.L.A General Fund	13353		13353	12792
C.C.L.A Fabric Fund		16829	16829	16123
Cambridge and Counties Bank	60496		60496	59456
Bank Accounts Total	95042	20681	115723	125652

Change from 2022 **-9929**

Other monetary Assets (all in respect of unrestricted funds)

Q4 Gift Aid claim £2,316

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 *28th April 2024* and signed on their behalf

Reverend Sam Brazier-Gibbs
Chairperson

[Signature]
28th April 2024

John Hughes
Treasurer

[Signature]