

The Parish of St Johns, Loughton



**The Annual Parochial
Church Meeting**

23rd May 2021

St Johns Parish Hall

10.30am



The Parish of St John the Baptist, Loughton

Annual Parochial Church Meeting

Sunday 23rd May 2021 10.30am (Postponed from April 2020 due to COVID)

AGENDA

1. Election of Clerk to the Meeting
2. Election of Tellers
3. Election of Churchwardens
4. Apologies for Absence
5. Minutes of 2020 Annual Parochial Church Meeting
6. Presentation of Electoral Roll
7. Report on the Proceedings of the PCC
8. Presentation of the Accounts ended 31 December 2020
9. Presentation of Report upon the Fabric, Goods and Ornaments of the Parish
10. Presentation of Report on proceedings of the Deanery Synod
11. Election of Safeguarding Officer for the Parish
12. Election of representatives to the Parochial Church Council
13. Appointment of Auditor
14. Confirmation of St. John's Sidespersons
15. AOB.

The Parish of St John the Baptist, Loughton

Annual Parochial Church Meeting

18th October 2020, St John's Parish Hall

Minutes

1 Election of Clerk to the Meeting

The Revd. Chris Davies, Rector, (in the Chair) opened the meeting at 10.35 am with prayers and a welcome to all. There were approximately 50 Parishioners in attendance, No clerk was elected and the meeting Recorded so minutes could be produced.. The Chair thanked Jessica Bostock for all she has done in previous meeting as Clerk.

2 Election of Tellers

No Chairs were selected as it seemed unlikely that any elections would be needed.

3 Election of Churchwardens

David Read and Geoff Wolfson were proposed as Churchwardens and the paperwork has been signed appropriately, David and Geoff were elected unanimously. This is David's last term as Church warden and will need to be replaced next year.

4 Apologies for Absence

Apologies were received from Geoff Wolfson, Rosemary Wells. Barbara Reid, David Reid, Roger and Pauline Pearce, Lyn and Francis Genever.

5 Minutes of the 2018 Annual Parochial Meeting

Were agreed and signed as a true and accurate reflection of the meeting following an unanimously. vote

6 Presentation of the Electoral Roll

Gill reported that the number on the Electoral Roll was 168 with 2 new members and 1 person has left the roll. Chris thanked Gill for her continuing work and care in keeping this important area of church life up to date; it is much appreciated.

7. Report on the Proceedings of the PCC.

The PCC Met five times in the previous years and have discuss various elements of Church Life, including but not exclusively Health and Safety, Safeguarding, Much discussion took place around planning our new piece of mission work on the Debden Broadway. The Chair thanked all of the PCC which sat on the PCC during that time.

8. Presentation of the Accounts for the year ended 31 December 2019

The Treasurer (Phil Northcott presented the. accounts, saw a reduction in an expenditure and saw at the year end a surplus of £14,000 which made the loss we had made in 2018. It had been a good year, although there has been struggles surviving the pandemic. The move to accept the accounts were accepted as an Accurate by a unanimous vote.

Chris thanked Phil for all he has done to get the accounts together John Boughton for his careful auditing again.

9. Presentation of Report upon the Fabric, Goods and Ornaments of the Parish

In the absence of DR year Chris gave a brief report on the fabric of the church There has been no change to the Terrier for this. The Painting of the church was completed in 2019 The Quintennial works are ongoing but have paused with the Pandemic.

10. Presentation of the Report on the Proceedings of the Deanery Synod

The Deary Synod met for three times in 2019 , A new Area Dean took office and we are attempting to work as being a local missionary agency especially around the issues of the environment and food poverty.

11. Election of Safeguarding Officer for the Parish

CD gave a brief report on Safeguarding and thanked Sally Fairweather for she has done in this role. Sally Fairweather is willing to stand for another year and was elected unanimously.

12. Election of Deanery Synod Representatives.

We needed to elect three members to stand for the Deanery Synod.

We elected Suhail Baithun, and David Roderick, this left one vacancy which we look to fill via the PCC.

13. Election of Representatives to the Parochial Church Council

Need to elect 12 members of the PCC Nominations were received from:

Vicky Shankland, Christine Bass, Phil Northcott, Hayley Aylen, Sally Fairweather Josie Hart, Sam Murdoch, Jo Duffett, Anette Chesher, Jamie Favell, John Short, Linda Cook. With no other candidates there were unanimously elected to serve on the PPC for the following year. Chris thanked all those who had been part on the PCC in the previous year for all their hard work and especially those who have stood down.

13 Appointment of Auditor

John Boughton is still willing to continue as our auditor, and was duly appointed.

14. Confirmation Of St John's Sidespersons

We confirmed our sides persons as the same as last year .

15. A.O.B.

Chris D thanked everyone for their attendance at the meeting.

Margaret Clarke passed a vote of thanks for the clergy and Sam Davies and all that they have done especially around the online streaming of services during the pandemic and the year gone bye.

The Meeting finished with the Grace.

Signed:

Date:

ANNUAL REPORT AND FINANCIAL STATEMENTS of the Parochial Church Council of ST JOHN the BAPTIST, LOUGHTON

For the year ended 31 December 2020

Administrative Information

St John the Baptist I situated in Loughton, Essex. It is part of the Diocese of Chelmsford, and within the Epping Forest North MMU and the Epping Forest and Ongar Deanery. The correspondence address is the Parish Office, Church Lane, Loughton, IG10 1PD.

The Parochial Church Council (PCC)

The PCC has the responsibility of co-operating with the incumbent, the Revd Chris Davies to promote in the ecclesiastical parish in the whole mission of the church: evangelistic, pastoral, social and ecumenical. It also has maintenance responsibilities for the church buildings. In practice, the day to day running of the Parish is delegated to the Parish Priest.

Members of the PCC are either ex-officio or elected by the APCM in accordance with the church representation rules. The PCC members during the time of this report are:

Ex-officio members		
Incumbent	Revd Chris Davies	
Wardens	Geoffrey Wolfson	
	David Read	
Assistant Clergy	Revd Barbara Read	
	Revd Sam Peters	
	Sam Maginnis	
Deanery Synod		
	David Roderick	
	Michelle Favell	(from October 2020)
	Suhail Baithun	
Director of Music	Virgil Parenzee	
Elected Members	Vicky Shankland	
	Christine Bass	
	Jo Duffett	
	Sally Fairweather	(Vice Chair/Safeguarding)
	Jamie Favell	
	Josie Hart	

	Linda Cook	
	John Short	
	Sam Murdoch	
	Hayley Aylen	(Secretary)
	Annette Chesher	
	Phil Northcott	(Treasurer)

The PCC met 5 times during the year to decide and discuss on the Churches affairs. The work of the PCC is over. The work of the PCC is overseen by officers who are given responsibility for a given area, and who involve both members of the PCC and wider church in the organisation in the operation of the churches activities as appropriate. These officers are accountable to the PCC and make reports to the PCC as appropriate.

Our vision and mission.

St Johns is attempting to bring the vision of the diocese of Chelmsford into the mission of St Johns and our aspiration is to be transforming presence across Loughton and Debden, to be welcoming and open to all and to serve all people.

St Johns employed 1 member of Staff on an apart time basis. In addition to the employed member of staff there are many volunteers and helpers who together seek to be a transforming presence within our communities to achieve the aims of the PCC, and the clergy.

Public Benefit

St Johns, Loughton provides public benefit in numerous ways which can be broadly categorised as follows:

a) Christian Witness

St Johns is an active member of the Church of England and Churches Together in Loughton It seeks mutually positive engagement in all the surrounding communities at every level. An important motivation for this work includes sharing the love of God and promoting Christian values and teaching to benefit members and society at large.

b) Local communities

Finding mutually beneficial areas of engagement within local communities is fundamental to the activities of the Church. St Johns seeks to both address the spiritual and practical needs of the people whom we live.

c) International Communities

Another focus of St Johns is overseas mission work, and poverty relief. St Johns looks to support organisations that seek to share the love of God in both practical and spiritual areas.

Revd. Chris Davies.....Date...May 2021.....

Chairman of the PCC

Rectors Report

As I come to write the report as part of our Annual General Meeting and as we look back on the year 2021, it has been a year like no other. The only year in the history of the parish when the Church building has been shut and for significant time people have been locked down in their own homes. The Pandemic has caused has obviously caused significant problems not least the difficult financial year we have had as we have had to manage a significant reduction in bookings, less weddings and baptisms as well as no major fundraising events such as our firework display. I would particularly like to thank Phil for managing our finances and insuring we got through 2021 and still managed to contribute to the life of the diocese.



The other challenge was managing to know we could open when we are allowed to, for much of last year we were receiving almost weekly changes to the guidance and it was a full-time job ensuring we remained compliant. This was very much a team effort and I want to thank Geoff Wolfson, David Read, Christine Bass, Sally Fairweather and Rodger Pearce who have acted as our covid secure working group and as ensured that we have been able to meet as often and as frequently as we have.

It is reviewing 2020 it is very easy to see the difficulties and the challenges but even in the midst of a global health crisis we have seen much of God's abundance in our Church life. Far from being closed we have been busier than ever looking for evermore creative ways in reaching and serving the people of Loughton. One highlight has how we have engaged the opportunities of the Online space. Before the Pandemic I had never streamed a service, and now we have streamed around 1000 services online. On a Sunday we get around 900 people viewing our Sunday services some live and many later, this has allowed many more people in our community to experience our worship and pray with us. It has been a godsend for those who are housebound and unable to get to us. Much thanks does need to go amongst other to those who donated to allow us to purchase equipment, people who have advised on equipment but mainly to Sam Davies who has done such a marvellous piece of work leading in this area.

Another piece of work that has thrived even in this difficult circumstance is our Volunteer lead children's work. We have needed to be innovative! A couple of highlights have been the Filmed Nativity Play and the Lent and Advent Bags. A huge thanks goes too all who lead in this way.

Another piece of work which has grown and developed in these difficult circumstances in our mission work on the Debden Estate. In 2020 we took the lease of a Shop, and lockdown happened a fortnight later. Yet even in those difficult circumstances we have managed to get the shop decorated and now ready for use, youth work has started, the foodbank has used the space. We are now ready to develop a full programme of activity to serve the community. A big thanks to amongst others to Shen Smith who has coordinated what has happened and obviously to Sam M. We look forward to seeing how this work develops.

As always it would take too long to report on all that we have done, but we are a very active Church, and it is thanks to you all in what you do and give to St Johns. Of course, much thanks needs to go the Clergy team, Barbara, The 'two Sam's', our church wardens David and Geoff, and the oil that keeps the show on the road, our wonderful administrator Sam. I love being part of this Community and team and we look forward to seeing what happens next...

Many Blessings,

Chris

Independent Examiners Report

To the PCC of St John the Baptist with St Nicholas

This report on the accounts of the P.C.C. for the year ended 31 December 2020 which are set out on pages 3-6 is in respect of an examination carried out under Regulation 43(2) of the Church Accounting Regulations 2006 ("Regulations") and s.43 of the Charities Act 1993

As members of the P.C.C. you are responsible for the preparation of the accounts; you consider that and audit requirement of the Regulation and s43(2) of the Act does not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

My examination was carried out in accordance with the general directions given by the Charity Commission under section 43(7) of the Act and to be found in the guidance from the CBF. The examination includes a review of the accounting records kept by the PCC, a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking such explanation from you and the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit

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 records in accordance with section 41 of the Act, and
 - To prepare accounts which accord with the accounting records and copy with the requirements of the Act, as contained in the Church Accounting Regulations 1997.
- 2 To which, in my opinion, attention should be drawn in order to reach a proper understanding of the accounts except for those noted on Page 6

Mr John Boughton
Hon. Auditor
38 Wellfields
Loughton, Essex.

LOUGHTON PAROCHIAL CHURCH COUNCIL

St. JOHN THE BAPTIST
WITH St. NICHOLAS

ACCOUNTS

YEAR ENDED 31 DECEMBER 2020

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	Page 5	£	£	£	£	£
Incoming Resources						
Fund Raising Functions	1a	71587	2574	356	74517	105679
Dividends and Interest		0	1515	244	1759	2440
Income from Church Activities	1b	27249	4783	0	32032	53312
Other Income		0			0	703
Total Incoming Resources		98836	8872	600	108308	162134
Outgoing Resources						
Church Activities	2a	144303	1269	966	146538	136937
Fund Raising costs		0	0	0	0	6451
Total resources expended		144303	1269	966	146538	143388
Net Incoming / (Outgoing) resources		-45467	7603	-366	-38231	18746
Gains /(losses) on investments			834		834	2077
Funds Transfer		30800	-30800			
Net movement of funds		-14667	-22363	-366	-37397	20823
Total funds brought forward		-603	91313	230210	320920	300097
Total funds carried forward 31 December 2020		-15270	68950	229843	283523	320920

C Davies Rector

D Read - Churchwarden

P Northcott- Treasurer

LOUGHTON PAROCHIAL CHURCH COUNCIL OF ST JOHN THE BAPTIST
WITH ST NICHOLAS

Page 4

BALANCE SHEET AT 31 DECEMBER 2020

	2020	2019
	<u>£</u>	
Investments	14341	13506
Current Assets:-		
Short term deposits	260813	275364
Cash at bank	<u>8369</u>	<u>32250</u>
	269182	307614
Creditors and accruals	<u>0</u>	<u>-200</u>
	269182	307414
NET ASSETS	<u>283523</u>	<u>320920</u>
FUNDS		
Unrestricted funds	-15270	-602
Restricted funds	68950	91312
Designated funds	229843	230210
	<u>283523</u>	<u>320920</u>

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2020

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
1 Incoming resources					
a Voluntary Income					
Planned Giving	47373			47373	47692
Collections	5649		356	6005	20194
Income Tax recoverable (note 2)	11556			11556	29046
Legacies	500			500	2500
Donations & Appeals	6509	2574		9083	6247
	71587	2574	356	74517	105679
b Income from Church Activities					
Church & Church Hall Lettings	20509	4783		25292	31902
Functions	0			0	12411
Fees from Weddings etc	6740			6740	13782
	27249	4783	0	32032	53312
2 Outgoing Resources					
a Church Activities					
Charitable Giving:					
Childrens Solidarity worldwide			0	0	111
Bishops Lent Appeal			115	115	0
DBF Lent Appeal			0	0	195
Childrens Society			0	0	302
Childline NSPCC			0	0	73
Christian Aid			0	0	163
Christian Solidarity			105	105	0
DEC Cyclone Appeal			0	0	122
Church Urban Fund			0	0	20
Epping Forest Food bank			0	0	150
Haven house			127	127	139
Leprosy Appeal			0	0	96
SPARK education			0	0	124
U.S.P.G.			0	0	64
Donations	0	0	347	347	1559
Ministry Costs					
Diocesan parish contribution	83350			83350	81600
Other clergy costs	1218			1218	2174
Wages & salaries	10797			10797	7652
Church running expenses	18598	1269	619	20487	22715
Church Maintenance	6991			6991	2749
Upkeep of Churchyard	8451			8451	1825
Church hall running costs	14898			14898	16663
	144303	1269	966	146538	136937

NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2020

Statement of funds

Unrestricted funds

	Bal b/fwd <u>01-Jan-20</u>	<u>Income</u>	<u>Expenditure</u>	Transfers, other gains & losses	Bal c/fwd <u>31-Dec-20</u>
St Johns & St Nicholas General fund	-7961	85110	-129405	30800	-21456
Church Hall general fund	7359	13725	-14898		6186
	-602	98835	-144303	30800	-15270

Designated funds

St Johns & St Nicholas Special purposes fund	72227	1516		-30800	42943
Debden Estate		4782			4782
St Johns Musisc Fund (Note 1)	2142	2574	-1059		3657
St Johns Bells Fund	3438		-210		3228
Church Hall Capital fund	13506	834			14340
	91313	9706	-1269	-30800	68950

Restricted funds

St Johns & St Nicholas General Fund	0	356	-347		8
St Johns & St Nicholas Special Purposes fund	25342				25342
Capital fund - St Johns	154885	205			155090
Howard fund - St Johns	8090	38	-619		7509
Whittakers Foundation capital fund	41893				41893
	230210	599	-966	0	229843

ACCOUNTING POLICIES

Income and Expenditure

All Income and expenditure is recognised when received and paid.

Rentals, dividends and investment income is recognised when received.

Fixed assets and Investments.

Consecrated and beneficial property is excluded from the accounts by S96 (2)(a) of the Charities Act 1993.

No value is placed on Church or Hall furnishings, all expenditure whether maintenance or improvement is written off as incurred.

All investments are valued at market value as at 31 December 2019

NOTES TO THE ACCOUNTS

1. Included in Choir expenditure within St Johns Church are payments to the Music Fund. In previous years these payments were to the organist, however these are now waived by him and are credited to the Music fund which is used to finance musical activities at the Church.

2. The rental income and running costs of St Nicholas have been included in the general fund. Last year the rental income and maintenance costs were included in special purposes funds. The opening balances on General fund has been increase by £6639 and Special purposes fund decreased by the same amount

3. The impact of COVID lockdowns has had a significant effect on income and is mainly responsible for the deficit on General fund which has largely been offset by the transfer of £30800 from the Special Purposes fund. It seems unlikely that the remaining deficit on General Fund will be recovered through normal activities of the Church and a further transfer of funds from designated funds in the future may be required

Independent Examiners Report

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Charitable Giving:					
Childrens Solidarity worldwide			0	0	111
Bishops Lent Appeal			115	115	0
DBF Lent Appeal			0	0	195
Childrens Society			0	0	302
Childline NSPCC			0	0	73
Christian Aid			0	0	163
Christian Solidarity			105	105	0
DEC Cyclone Appeal			0	0	122
Church Urban Fund			0	0	20
Epping Forest Food bank			0	0	150
Haven house			127	127	139
Leprosy Appeal			0	0	96
SPARK education			0	0	124
U.S.P.G.			0	0	64
Donations	0	0	347	347	1559
Ministry Costs					
Diocesan parish contribution	83350			83350	81600
Other clergy costs	1218			1218	2174
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