

The Parish of St Johns, Loughton



The Annual Parochial Church Meeting

May 14th 2023

10.30am

St John the Baptist Church



The Parish of St John the Baptist, Loughton

Annual Parochial Church Meeting

Sunday 14thrd May 2023 10.30am

AGENDA

- 1. Election of Clerk to the Meeting**
- 2. Election of Tellers**
- 3. Election of Churchwardens**
- 4. Apologies for Absence**
- 5. Minutes of 2022 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 2022**
- 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. Rector's Report**
- 15. Confirmation of St. John's Sides -people**
- 16. AOB.**

The Parish of St John the Baptist, Loughton

Minutes of Annual Parochial Church Meeting

18th May 2022 - 19.15

(Postponed from 8th May due to Covid)

1. Election of Clerk to the Meeting

The Revd. Chris Davies, Rector, (in the Chair) opened the meeting at 19.30 with prayers and a welcome to all. He apologised for the postponement of the Meeting due to him going down with COVID). There were approximately 14 Parishioners in attendance.

2. Election of Tellers

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

3. Election of Churchwardens

Johanna Duffett and Geoff Wolfson were proposed as Churchwardens and the paperwork has been signed appropriately, Jo and Geoff were elected unanimously to serve for another year,.

4. Apologies for Absence

Apologies were received from Sally Fairweather, Jamie Favell, Sam Maginnis, Phil Northcott, James Hill, Josie Hart.

5. Minutes of the 2019 Annual Parochial Meeting

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

6. Presentation of the Electoral Roll

Gill reported that the number on the Electoral Roll was 188 with 76 men and 112 women. Chris thanked Gill for her continuing work and care in keeping this important area of church life up to date; it is much appreciated. Gill announced that having looked after the Electoral Roll for decades she would stand down this year

7. Report on the Proceedings of the PCC.

The PCC has met 6 times in the previous year in May, July, Sept, Nov, Jan. The meetings have been held on a Wednesday in the Church. The PCC has discussed various elements of Church Life, including by not exclusively Health and Safety, Safeguarding. We have struggled throughout the year with no one able to act as secretary. The Chair thanked all the PCC which sat on the PCC during that time.

8. Presentation of the Accounts for the year ended 31 December 2021

The Accounts were presented which had been prepared by Phil Northcott (see attached) and had been seen by an independent auditor. These were presented and briefly discussed The accounts showed a return to normal following Covid.

There were no questions The meeting moved 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

DR presented a report on the fabric and goods of the church. He outlined what we had done to ensure that we are moving forward to ensure the quinquennial concerns are dealt with. He thanks Francis Genever for all he does to ensure little jobs are completed. Thanked the probation service for all there are doing in the churchyard when there could. DR thanked all who took a role in maintaining our church.

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

The Deary Synod has continued to meet, much of the discussion has been around the church finances and ensuring that the diocese can keep financially viable. During the year we have moved Mission and ministry Unit. Discussion around increased lay involvement in the church. During the year also a new bishop arrive in Chelmsford.

12. Election of Safeguarding Officer for the Parish

Sally Fairweather is willing to stand for another year and was elected unanimously.

13. Election of Representatives to the Parochial Church Council

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

Vicky Shankland, Phil Northcott, Sally Fairweather, Josie Hart, Sam Murdoch, Jamie Favell, Linda Cook, James Hill, Steve Hart, David Read. With 2 further vacancies outstanding. With no other candidates there were unanimously elected to serve on the PPC for the following year.

Suhail Baithuin, and David Roderick are automatically members of the PCC due to there election as Deanery Synod Reps The clergy are automatically ex-officio members, Virgil Parenzee is also ex officio in his role as Director of Music.

Chris thanked all those who had been part on the PCC in the previous year for all their hard work and all had stood down in the last year

14. Appointment of Auditor

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

15. Confirmation Of St John's Sides persons

We confirmed our sides persons as the same as last year

16. Rectors report.

Cd gave a verbal report on the life of the church,

17.A.O.B.

Chris D thanked everyone for there attendance at the meeting.

Signed:

Date:

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

For the year ended 31 December 2022

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 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	
	Joanna Duffett	
Assistant Clergy	Revd Barbara Read	
	Sam Maginnis	(left Oct 2022)
Deanery Synod	Suhail Baithun	
	David Roderick	
	Michelle Favell	
	Suhail Baithun	
Director of Music	Virgil Parenzee	
Elected Members	Vicky Shankland	
	Steve Hart	
	James Hill	
	Sally Fairweather	(Vice Chair/Safeguarding)
	Jamie Favell	
	Josie Hart	
	Linda Cook	
	David Read	
	Sam Murdoch	
	Phil Northcott	(Treasurer)

	Shen Ciek	(secretary) since nov 22
	Tony Dawson (LLM in training)	Since Oct 22

The PCC met 6 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 a part 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 2023.....

Chairman of the PCC

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 2022 which are set out on pages 3-6 and appendixes 1 and 2 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 ("the Act")

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 opinion on the view given by the accounts.

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.

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	Page 5	£	£	£	£	£
<u>Incoming Resources</u>						
Fund Raising Functions	1a	74846	1000	0	75846	94705
Dividends and Interest		1501		1198	2699	632
Income from Church Activities	1b	65857			65857	41117
Other Income		109	11004		11113	0
Total Incoming Resources		142313	12004	1198	155515	136454
<u>Outgoing Resources</u>						
Church Activities	2a	121694	23914	80	145688	149798
Fund Raising costs		7600	0	0	7600	0
Total resources expended		129294	23914	80	153288	149798
Net Incoming / (Outgoing) resources		13019	-11910	1118	2227	-13344
Gains /(losses) on investments			-1905		-1905	2044
Funds Transfer		-2499	2499			
Net movement of funds		10520	-11316	1118	323	-11300
Total funds brought forward		-3704	59692	216235	272223	283523
Total funds carried forward 31 December 2022		6817	48375	217353	272545	272223

C Davies Rector

G Wolfson - Churchwarden

J Duffett - Churchwarden

P Northcott- Treasurer

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

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BALANCE SHEET AT 31 DECEMBER 2022

		2022		2021
		£		
Investments		14479		16384
Current Assets:-				
Short term deposits	252563		251365	
Cash at bank	<u>5503</u>		<u>4474</u>	
		258066		255839
NET ASSETS		<u>272545</u>		<u>272223</u>
FUNDS				
Unrestricted funds		6816		-8014
Restricted funds		48375		59692
Designated funds		217353		220545
		<u>272545</u>		<u>272223</u>

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2022

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
1 Incoming resources					
a Voluntary Income					
Planned Giving	41368			41368	51519
Collections	7178			7178	6551
Income Tax recoverable (note 2)	8868			8868	4664
Legacies	0			0	0
Donations & Appeals	17432	1000		18432	31972
	<u>74846</u>	<u>1000</u>	<u>0</u>	<u>75846</u>	<u>94705</u>
b Income from Church Activities					
Church & Church Hall Lettings	41037			41037	33807
Functions	10889			10889	-200
Fees from Weddings etc	13931			13931	7510
	<u>65857</u>	<u>0</u>	<u>0</u>	<u>65857</u>	<u>41117</u>
2 Outgoing Resources					
a Church Activities					
Charitable Giving:					
Christian Aid Ukraine appeal	784			784	
Bishops Lent Appeal					115
Christian Solidarity					105
Haven house					126
Donations	<u>784</u>	<u>0</u>	<u>0</u>	<u>784</u>	<u>346</u>
Ministry Costs					
Diocesan parish contribution	52577			52577	82488
Other clergy costs	2082			2082	517
Wages & salaries	15068			15068	12474
Church running expenses	19411	23914	80	43405	42294
Church Maintenance	7602			7602	1493
Upkeep of Churchyard	6855			6855	5138
Church hall running costs	17315			17315	5393
	<u>121694</u>	<u>23914</u>	<u>80</u>	<u>145688</u>	<u>149798</u>

NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31 DECEMBER 2022

Statement of funds

Unrestricted funds

St Johns, St Nicholas & Church Hall
General Fund

Bal b/fwd <u>1-Jan-22</u>	<u>Income</u>	<u>Expenditure</u>	Transfers, other gains & losses	Bal c/fwd <u>31-Dec-22</u>
-3704	142313	-129294	-2499	6816
-3704	142313	-129294	-2499	6816

Designated funds

St Johns & St Nicholas Special purposes fund
Debden Estate
St Johns Musisc Fund (Note 1)
St Johns Bells Fund
Church Hall Capital fund

42943				42943
-7589	10884	-21397		-18102
4546	1000	-2456	2499	5589
3408	120	-61		3467
16384			-1905	14479
59692	12004	-23914	594	48375

Restricted funds

St Johns & St Nicholas Special Purposes fund
Capital fund - St Johns
Howard fund - St Johns
Whittakers Foundation capital fund

11709	366			12075
155119	712			155831
7514	120	-80		7554
41893				41893
216235	1198	-80	0	217353
272223	155515	-153288	-1905	272545

Totals

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 2022

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. This is shown as a transfer between funds on the above notes.

2. The Debden Estate activity is shown separately under designated funds, however the deficit if continuing will need to be met out of Church general funds.

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LOUGHTON PAROCHIAL CHURCH COUNCIL

St. JOHN THE BAPTIST
WITH St. NICHOLAS

ACCOUNTS

YEAR ENDED 31 DECEMBER 2022