
HORNCHURCH PAROCHIAL CHURCH COUNCIL

TRUSTEES' REPORT AND ACCOUNTS

For the year ended 31 December 2023

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Trustees' Report to the Members of the Ecclesiastical Parish of Hornchurch St Andrew

The Trustees present their annual report and financial statements for the year ended 31 December 2023.

Reference and Administrative Information

The Parochial Church Council of the Ecclesiastical Parish of Hornchurch St Andrew ("PCC") was registered on 11 March 2010. The PCC is a body corporate governed by The Parochial Church Councils (Powers) Measure (1956) as amended and church representation rules. The Parish of Hornchurch comprises the four churches of St Andrew, St George, St Matthew and Messy Church, which forms part of the Diocese of Chelmsford within the Church of England.

Registered Charity number

1134813

Principal address

222 High Street
Hornchurch
Essex
RM12 6QP

Governance

The Trustees who served during the year and at the date of this report were:

Rev'd K Wylie	Rev'd Dr M Hayward
Rev'd L Bewick	Mrs S Hill (from July 2023)
Rev'd B Baker (Co-opted)	Miss A Jarrett
Mrs C Beech	Mrs J John
Mrs P Bromhall	Mr A Losq (to June 2023)
Mrs J Brooks	Mrs D McCarren
Mr D Cast (to June 2023)	Mr N McCarren (Vice-Chair)
Mrs P Clark (Secretary)	Mrs M Powell
Mr C Cox (to May 2023)	Mr J Shearmur
Mrs S Cox	Mrs C Sherratt
Mr R Dines	Rev'd M Smeed (from July 2022)
Mrs K Dunstan	Mr J Speller (to May 2023)
Rev'd S Groombridge (Co-opted)	Mrs A Tansley
Mr K Green	Mrs C Withers

Members of the PCC are either ex officio or elected by the Annual Parochial meeting in accordance with the Church Representation Rules or are co-opted. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. Newly elected Trustees are provided with a copy of the Church of England pamphlet "Trusteeship – an introduction to members".

The Standing Committee, comprising the Incumbent, the Wardens, the Treasurer and the PCC Secretary, can be called upon to take decisions on matters requiring immediate attention. Such decisions are later ratified by the PCC.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council
For the year ended 31 December 2023

Management

Members of the management team at the date of this report were:

Incumbent	Rev'd K Wylie
Associate Vicar	Rev'd L Bewick
Associate Priest	Rev'd Dr M Hayward
Curate	Rev'd M Smeed
Retired Ministers	Rev'd B Baker Rev'd S Groombridge
Readers	Mrs P Bromhall Mrs C Sherratt
Authorised Local Preachers	Mr M Cornish Miss A Jarrett
Messy Church Co-ordinator	Mrs K Dunstan
Choirmaster	Mr W Brooks
Organist	Mr A Losq
Church Wardens	Mr N McCarren Mr J Shearmur
PCC Secretary	Mrs P Clark
Treasurer	(Vacant)
Assistant Treasurer	Mr R Sherratt
Deanery Synod Representatives	Mrs J Brooks Mr R Dines Mrs K Dunstan Mrs S Hill
Safeguarding representatives	(Young people) Mrs J Whitehead (Vulnerable adults) Mrs L Girkin

Bankers and Professional Advisers

Bankers

Barclays Bank PLC	CCLA Investment Management Ltd
Leicester	One Angel Lane
LE87 2BB	London EC4R 3AB

Independent Examiner

Steven Lescott F.C.C.A.
Devonports LAS
Incorporated Financial Accountants
10 Station Court
Station Approach
Wickford, Essex SS11 7AT

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Statement of Trustees' Responsibilities

The law applicable to charities in England and Wales, the Charities Act 2011 and the Accounting and Reporting by Charities: Statement of Recommended Practice ("SORP") applicable to charities preparing their accounts in accordance with Charity SORP (FRS102) small charities, requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the Trustees are required to –

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the financial statements comply with applicable law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Aim and Purpose

The PCC has the responsibility of co-operating with the incumbent, the Reverend Ken Wylie, in promoting in the Ecclesiastical Parish the whole mission of the Church - pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the churches and allied premises within the PCC area.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our churches and to become part of our Parish community. 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.

Public Benefit

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; and developing their knowledge and trust in Jesus
- Provision of pastoral care for people living in the Parish
- Missionary and outreach work

The annual report describes the activities undertaken by the PCC during the year to further, in the opinion of the Trustees, its charitable purposes for public benefit.

The Trustees are of the opinion that they have complied with the duty in section 17 of the Charities Act 2011.

Electoral Roll

In December 2023, there were 319 Parishioners on the Church Electoral Roll, of whom 177 were resident and 142 were not resident within the Parish Boundary. The total represents an increase of nine in the figure quoted in the Annual Report for December 2022.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Review of the Year

Every year has its standout events and its high and lows. In it all we have continued to trust in the Lord for all our needs and will do so into the year ahead.

It is appropriate to begin this year with thanks: thanks to God for giving us all we need, for being our hope and inspiration; and thanks to so many people who ensure that the parish operates in the way that we believe the Lord is calling us to.

As always there are far too many people to individually thank but who, in exercising their ministries, allow us to bring the Good News to our wider community. In regard to regular services, we rely upon those stewarding and welcoming, serving refreshments, getting the services heard and seen through AV provision, leading our worship in singing and playing instruments, providing for our younger members in Sunday School. There is help in the administration of the business of the parish not least in the role of wardens and members and officers of the PCC.

And there are those who do so much in our various expressions of fellowship and worship not limited to the buildings expressed in Eco-Church, Messy Church, Bullseye and in simply being welcomers and carers to one another ensuring that we know what is going on for our community. And we have teams who ensure occasional visitors are put at ease to be able to experience the church, whether that be school and student groups or people attending for a baptism, funeral or wedding. Or who take up the invitation to be prayed for by our Healing Prayer Team.

This is not forgetting those who are active in our community through our Toddler Groups, the Bridge and Table Top Fun. We ask forgiveness for those who, in this moment of writing, we have omitted. We thank you all who are committed to our shared ministry.

We see many people in a multitude of teams and places. All are valued and yet there is always a need for more folk stepping forward or being invited into exercising the skills they have. We have the examples of many who lead our worship whose primary calling is to their workplace or life outside “church” and who also bless us with their ministry within church settings.

Throughout the year we continued in our established patterns of services, though there was still room to bring back and initiate new things. In terms of worship, we have returned to a weekly Sunday evening service at St Andrew’s with a mixture of styles. The Bridge has moved into the large hall at North Street and has been blessed in providing for more people and having the space to do so much more as well in terms of activities and visits which included a Christmas visit from Yr2 at Scotts Primary School who gave a faithful musical rendering of the Christmas story. At St Matthew’s, Table Top Fun has been a great addition acting as an after-school club for children and carers offering a place of games and gathering on a Friday evening at the end of busy school weeks.

Other notable events and activities marked through the year included:

- Children from St Andrew’s Choir collaborating with other Essex choristers in singing Choral Evensong at St Paul’s Cathedral;
- Joining with the nation in celebrating the Coronation of King Charles III, including a prayer vigil held the day before the Coronation service;
- Our Dorcas Group co-ordinating a community art project, being an outstanding mixed media Poppy display for Remembrance;
- More school groups visiting St Andrew’s for curriculum based RE visits;
- Revd Mark Smeed being priested and beginning to celebrate the Eucharist;
- More members of the congregation completing the Course in Christian Studies;
- Receiving news that Revd Marianne Hayward was to remain in the parish as Associate Priest;
- Hosting a deanery Confirmation service at which over 20 people from 5 parishes were confirmed.

Quite a year that we can celebrate in and rejoice that God has been with us in all that we do. A reminder also that, while we do much, there is always more that we could do, not least in terms of our discipleship. We will do well in this by encouraging one another in our worship and sharing our stories of faith and development.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Review of the Year (continued)

The fourth Church within the Parish of Hornchurch, Messy Church, provides space for **all-ages** to encounter God, discover Jesus and the Holy Spirit, through **creativity, hospitality** and **celebration**.

Messy Church in Hornchurch is now 12 years old, although the format and venues have changed over the year we continue to meet regularly in the hall and/or grounds of St Andrew's Church providing opportunities for multi-generational interaction to reflect together, usually outdoors, on the wonders of God's creation and explore the Christian Faith through activities, crafts, games, prayer, worship and refreshments. We helped with the planting of trees in the perimeter hedging to support wildlife and local biodiversity and a community herb garden was created during our Pentecost Service to share herbs with people who visit the church grounds.

We joined in organising the Parish Bring and Share Community Picnic for the Coronation Big Lunch on Sunday 7th May; and raised funds for two of Tearfund's Toilet Twinning global water and sanitation programme. The all-age Light Party is an annual opportunity for Messy Church and the Parish to share God's Light and Love at the end of October. Messy Church in Hornchurch continues to support the wider Messy Church organisation and were invited to lead a Holy Week activity at St Paul's Messy Cathedral event.

The Well was started at St Matthew's Church in October 2022 by a group of like-minded people who are very aware of the need for a service that recognises and celebrates disabilities and the special needs within the parish; there is an average attendance of roughly 20-25 all age worshippers.

The ministry of music is always well received. Choral Evensong is now back as a regular service on the first Sunday of the month, and over the past year included services for the Coronation, a Blue Christmas service, and Advent Carols. In addition, the choir sang at the annual St. Francis Hospice Concert helping to raise much needed funds for the Hospice. The annual "Nine Lessons and Carols" was particularly well received by the congregation. On Palm Sunday, the choir performed Faure's "Requiem". The bellringers had a busy year, with 46 Quarters, 4 Peals and numerous other performances, including a Quarter for the Coronation of King Charles III. We are grateful to everyone who shares their gift through singing, playing and bellringing,

The A-V system team is to be congratulated in its significant contribution to the mission of the parish through streaming from St Andrew's to those at home who cannot attend.

Young people

The Parish of Hornchurch hosts a wide range of groups for Young People, providing for youngsters from babies to eighteen years. There are currently twenty-five groups, including five organised directly by the Church. The other twenty are units of Uniformed Organisations: one Girl's Brigade unit; one Scout Group, with ten sections - three Beaver Colonies, four cub packs and three scout troops; and nine Girlguiding units – two of Rainbows, five of Brownies and two of Guides.

These groups are all led by volunteers, to whom the Parish is grateful for their dedication and for the time they spend in planning and running programmes and activities for their groups, many throughout the year: without their leadership, these groups would not be able to run. Further details of the activities of these groups can be found in the separate annual youth report presented to the APCM and available from the Parish Office.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Review of the Year (continued)

Volunteers

The Parish of Hornchurch is dependent on the huge number of people involved in church activities in the area.

Volunteers undertake significant roles in the activities of the PCC, ranging from administration, such as assisting with financial recording; leading mother and baby groups; youth activities; prayer, bereavement and support networks; as well as worship. The number of volunteers involved during the year, daily, weekly, monthly or annually would be in the region of 100, contributing an average of around 2½ hours per week.

The service provided to our local community through church volunteering has a significant impact on people's relationship to the Church particularly at times of crisis. Within this context, the PCC greatly values the considerable time given by all the volunteers across the Parish in pursuit of our mission.

Management of the charity

The full PCC met six times in 2023. The average attendance was 64%. The Standing Committee met regularly, at least monthly, during the year to discuss policy and financial matters. The key matters arising were presented for consideration at the full PCC meetings.

Pay policy for staff

The PCC employs twelve staff (eleven of whom are part-time), working in the roles of cleaner, caretaker, office administration, financial administration and gardener, as well as remunerating the organist. Pay is reviewed annually in the Spring and increased according to our means and to ensure these are in excess of minimum wages rates at that time.

The PCC has participated in the NEST pensions scheme from 1 March 2016, 10 months earlier than the statutory staging date. The PCC's contributions have been set at 3% with effect from that date.

The PCC members (who are trustees of the charity) give their time freely and received no remuneration for the year. Details of related party transactions are disclosed in note 10.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Review of the Year (continued)

Financial Review

During the year, the income and expenditure on unrestricted funds (general and designated) before investment gains were as follows:

	Unrestricted funds		2023	Unrestricted funds		2022
	General	Designated	Total	General	Designated	Total
	£	£	£	£	£	£
Income	310,584	4,670	315,254	301,093	2,817	303,910
Expenditure	<u>363,402</u>	<u>1,195</u>	<u>364,597</u>	<u>301,373</u>	<u>1,504</u>	<u>302,877</u>
Net (expenditure)/income	<u>(52,818)</u>	<u>3,475</u>	<u>(49,343)</u>	<u>(280)</u>	<u>1,313</u>	<u>1,033</u>

General income, at £310,584 (2022: £301,093), increased by £9,501 (Note 2). Planned giving increased by £4,513, while collections at all services increased, by £2,091. Hall hires decreased by £1,240. Income from investments was broadly similar to last year. The PCC received with thanks a grant of £2,280 towards its Energy Costs from the Chelmsford Diocesan Board of Finance.

General expenditure of £363,402 (2022: £301,373) increased by £62,029 (Note 3), arising not only from the increase in general income, but also from decisions taken to use reserves to undertake necessary maintenance and administration without further delay.

A change in policy in assessing Parish Share led to a reduction of £8,396 in the 2023 charge whilst, in a further policy change, the rate paid for the use of PCC property to house stipendiary clergy was increased to a commercial rate, which benefited the PCC £9,300 in the year (continuing).

It is not easy to put the overall expenditure on the various projects undertaken during the year, though it is hoped that these brief notes and rounded figures put the deficit for the year into some context:

Project	Brief description	£'000
St Matthew's Church & Fellowship Hall	Fencing; Roof; Ceiling; Interior decoration	26
PCC	Legal advice on leases; consultancy advice, software advice	11
St George's Church	Replacement fire doors	3
St Andrew's Church	Architect's drawings of roof. Preliminary assessment of cost of repairing area from which copper was stolen in 2011	3
St Andrew's Parish Office	Repairs to Parish Office roof	8
85 Kenilworth Gardens	Maintenance of property before re-letting	6
	Total of "project" expenditure	57

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Review of the Year (continued)

Financial Review (continued)

Expenses have been kept under scrutiny by the Standing Committee.

The PCC is grateful to all those parishioners who were able to increase their giving in 2023.

It remains vitally important that the Parish continues to consider the stewardship of its financial resources and how it might increase its planned giving income in future years.

Reserves Policy

It is PCC policy to maintain “free” reserves (that is, unrestricted reserves which are not designated for a specific purpose) which are equivalent to two to three months of average unrestricted payments, which is currently equivalent to a reserve of between £55,000 and £82,000, in order to smooth out fluctuations in cash flow and to meet unexpected items of expenditure.

At 31st December 2023, “free” reserves for this purpose on the unrestricted general fund were exhausted by the prior years’ deficits and the designated legacy fund held £66,000, below the top of this range. However, the £120,000 unrestricted bequest received in 2019 (and reduced this year by £26,400) has been earmarked by the PCC as an emergency fund against the potential future deficits on unrestricted general funds caused by a reduction in income which might arise from the economic uncertainties referred to in the financial review and any significant expenditure which might arise on St Andrew’s church.

The remaining designated funds are held: to prepare for the periodic major servicing of the organ; and to support the work of the committees who organize, on behalf of the PCC, Summer Safari, the Magazine, the Bookstall and Messy Church. Details of unrestricted funds, including those which are designated, are given in note 8 (a) to the financial statements. Details of restricted funds, including the purposes for which they are held, and endowment funds are given in notes 8 (b) and 8 (c) respectively.

The future: 2024 and the impact of the current economic climate

The outlook for Britain’s economy in 2024 and 2025 is very uncertain, and in particular, the impact of continuing high levels of inflation and interest rates.

The designation of legacies and the bequest will allow these funds to be held in reserve to further the mission of our Parish in 2024 and beyond.

The Annual Report was approved by the Parochial Church Council on 15 August 2024 and signed on 28 August 2024 on its behalf by:

The Reverend Kenneth Wylie

Chair of Council, Vicar

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Independent Examiner's Report to the Trustees of the Parochial Church Council Of the Ecclesiastical Parish of Hornchurch St Andrew

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2023 which are set out on pages 10 to 22.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records, or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed

Steven W Lescott FCCA

Chartered Certified Accountant

10 Station Court
Station Approach
Wickford
Essex
SS11 7AT

28 August 2024

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Statement of Financial Activities – Year ended 31 December 2023

	Note	Unrestricted General Fund	Unrestricted Designated Funds	Restricted Funds	Endowment Funds	Total 2023	Total 2022
		£	£	£	£	£	£
Income and endowments							
Voluntary income	2(a)	159,471	2,567	1,623	-	163,661	156,024
Church activities	2(b)	86,234	439	18,261	-	104,934	111,360
Income from investments	2(c)	59,177	-	-	-	59,177	52,097
Activities for generating funds	2(d)	3,422	1,664	-	-	5,086	4,088
CDBF Energy Grant	2(d)	2,280	-	-	-	2,280	-
Total income		310,584	4,670	19,884	-	335,138	323,569
Expenditure on							
Church activities	3(a)	362,756	1,195	21,803	-	385,754	321,400
Fundraising costs	3(b)	646	-	-	-	646	847
Total expenditure		(363,402)	(1,195)	(21,803)	-	(386,400)	(322,247)
Net income/(expenditure) before investment gains/(losses)		(52,818)	3,475	(1,919)	-	(51,262)	346
Transfers between funds		52,818	(26,409)	(26,409)	-	-	-
Other recognised gains/(losses)							
Gains/(losses) on revaluation of fixed assets		-	(830)	4,562	-	3,732	(5,299)
Net income/(expenditure)		-	(23,764)	(23,766)	-	(47,530)	(4,953)
Reconciliation of funds:							
Balances Brought Forward 1 January 2023		-	1,796,477	194,851	10,654	2,001,982	2,006,005
Balance Carried Forward 31 December 2023		-	1,772,713	171,085	10,654	1,954,452	2,001,982

The notes on pages 12 to 22 form part of these accounts.

The detailed comparative figures, showing the Statement of Financial Activities for the year ended 31 December 2022, are set out in note 12.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Balance Sheet – 31 December 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible assets	5(a)	1,577,500	1,577,500
Investments	5(b)	<u>41,109</u>	<u>37,377</u>
		1,618,609	1,614,877
CURRENT ASSETS			
Debtors and prepayments	6	33,376	37,049
Short term deposits		245,491	292,433
Cash at bank and in hand		<u>104,013</u>	<u>104,530</u>
		382,880	434,012
LIABILITIES			
Creditors: amounts falling due within one year	7	<u>(47,037)</u>	<u>(46,907)</u>
Net Current Assets		335,843	387,105
TOTAL ASSETS LESS CURRENT LIABILITIES			
		1,954,452	2,001,982
TOTAL NET ASSETS			
		<u>1,954,452</u>	<u>2,001,982</u>
FUNDS			
Unrestricted funds	8(a)	1,772,713	1,796,477
Restricted funds	8(b)	171,085	194,851
Endowments funds	8(c)	<u>10,654</u>	<u>10,654</u>
TOTAL FUNDS	9	<u>1,954,452</u>	<u>2,001,982</u>

The notes on pages 12 to 22 form part of these accounts.

Approved by the Parochial Church Council on 15 August 2024 and signed on 28 August 2024 on its behalf by:

Rev'd Kenneth Wylie
Chair of Hornchurch Parochial Church Council

Mr Nigel McCarren
Trustee

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements

1. Accounting policies

a. Accounting Convention

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities ("SORP (FRS102)"). The financial statements have been prepared under the historical cost convention as modified by the inclusion of investments at fair value.

The SORP (FRS102) requires expenditure to be reported on an activity basis to show how the charity has used its resources to further its charitable aims for the public benefit. However, as the charity is below the charity audit level threshold, it has opted to report expenditure by the nature of the expenditure rather than on an activity basis, as permitted by section 4.27 of SORP.

The Financial Statements include all transactions, assets and liabilities for which the PCC is liable in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those which are informal gatherings of church members.

b. Funds Accounting

Funds held by the PCC are:

Unrestricted – these represent income funds which can be used for general purposes of the PCC purposes, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' report.

Restricted – These are funds that must be spent on the restricted purposes for which they were given: (i) income from trusts or endowments which can be expended only on those objects specified in the terms of the trust or bequest; (ii) donations or grants received for a specific purpose or invited by the PCC for a specific object.

Endowments – Unless specified otherwise when the endowment was established, the income generated by these funds can be used for restricted or unrestricted purposes but the trust capital must be retained permanently.

c. Income and endowments

Recognition of income and endowments

These are included in the Statement of Financial Activities (SOFA) when: the PCC becomes legally entitled to the use of the resources; and the inflow of economic benefit is probable; and the monetary value can be measured with sufficient reliability. Income from events, etc., is reported before any related costs that may have been deducted from the gross proceeds.

Grants and donations

Grants and donations are included in the SOFA when any preconditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift Aid Tax claims, etc., on cash donations

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

Gains and Losses on Investments

Realised Gains or Losses are recognised when the investments are sold.

Unrealised Gains and Losses are accounted for on revaluation at bid value as at 31 December of the year of account.

Rental income

Rental income from lettings is recognized when the rental is due.

d. Expenditure and liabilities

Liabilities are recognized as soon as there is a legal or constructive obligation and settlement is probable and quantifiable.

Grants

Grants and Donations are recognised when paid or when awarded where the award constitutes a binding obligation on the PCC.

Church Activities

The Diocesan Parish Share is accounted for when paid. Any contribution deemed to be unpaid at 31 December is not provided for in these accounts.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

1. Accounting policies (continued)

e. Tangible fixed assets for use by the charity

Consecrated and Benefice Property is excluded from the Accounts by S.10 (2) (a) and (c) of The Charities Act 2011.

Moveable church furnishings are not included in the accounts unless sufficient cost information is available but all items are included in the Church's inventory.

All expenditure on consecrated or benefice buildings and other fixed assets costing under £1,000 are written off in the year they are incurred.

Depreciation

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold buildings, over their expected useful lives. The rates applicable are:

Land	Nil
Buildings	Nil*
Fixtures & Fittings	25% Straight Line
Computer Equipment	30% Straight Line

*No depreciation is provided on freehold buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would not be material. An impairment review is carried out annually and any resultant loss identified in expenditure for the year.

f. Current Assets

Amounts owing to the PCC at 31 December for fees, rents or other income are shown as debtors. This figure would be reduced by any provision deemed necessary to cover bad or doubtful debts

Short Term Deposits include cash held on deposit with CBF Church of England Funds or with Barclays Bank.

g. Donated services, goods and facilities

Donated services, goods or facilities are included in incoming resources (and at the same time in resources expended) at the estimated fair value of the services, goods or facilities received.

h. Fees collected by the PCC in an agency capacity

A proportion of the fees collected by the PCC for weddings and funerals is considered under SORP to be collected by the PCC as an intermediary and these fees do not count towards PCC income and should not be included in the PCC's financial statements if the money is paid over in full directly to those involved. Such fees include the fees belonging to the Diocesan Board of Finance and those collected for the services, for example, of bell ringers, organists and vergers. Similarly, the PCC will from time to time collect money for other charities in a public place or in church services; under SORP, these monies are also considered to be collected by the PCC as agent for the charity concerned and are not included in the financial statements. Reference is made to these collections in the Annual Report.

i. Going Concern

The trustees have prepared the accounts on a going concern basis and, having regard to a period exceeding twelve months after the balance sheet date, are satisfied that this basis continues to be appropriate.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

2. Income and endowments

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2023	Total 2022
	£	£	£	£	£	£
(a) Voluntary income						
Planned giving	105,117	-	-	-	105,117	100,604
Collections at all services	12,755	-	-	-	12,755	10,664
Donations and appeals	15,273	1,067	1,623	-	17,963	17,915
Income tax recoverable	26,326	-	-	-	26,326	26,341
Legacies	-	1,500	-	-	1,500	500
	<u>159,471</u>	<u>2,567</u>	<u>1,623</u>	<u>-</u>	<u>163,661</u>	<u>156,024</u>
(b) Income from church activities						
Letting of Church halls	73,153	-	-	-	73,153	74,393
Fees from weddings and funerals	13,081	-	511	-	13,592	17,647
Summer Safari	-	-	-	-	-	-
Messy Church	-	439	-	-	439	240
Grant – Churchyard Trust (note 4)	-	-	17,750	-	17,750	19,080
	<u>86,234</u>	<u>439</u>	<u>18,261</u>	<u>-</u>	<u>104,934</u>	<u>111,360</u>
(c) Income from investments						
Dividends and interest	15,579	-	-	-	15,579	5,326
Letting of houses	30,878	-	-	-	30,878	35,990
Other letting income	12,720	-	-	-	12,720	10,781
	<u>59,177</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>59,177</u>	<u>52,097</u>
(d) Activities for generating funds						
Grants and Insurance claims*	3,010	-	-	-	3,010	-
Fetes, bazaars and other events	2,692	-	-	-	2,692	3,138
Parish magazine advertising	-	1,552	-	-	1,552	861
Bookstall	-	112	-	-	112	89
	<u>5,702</u>	<u>1,664</u>	<u>-</u>	<u>-</u>	<u>7,366</u>	<u>4,088</u>
Total Income	<u>310,584</u>	<u>4,670</u>	<u>19,884</u>	<u>-</u>	<u>335,138</u>	<u>323,569</u>

*Includes £2,280 Energy grant from Chelmsford Diocesan Board of Finance.

For the year ended 31 December 2023

3. Expenditure

15

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

3. Expenditure (continued)

(e) Diocesan Parish Share

	2023	2022
	£	£
Gross Diocesan Share from the parish	165,928	180,188
Less: Special credit	-	(4,200)
Less: Fees credit	-	(1,508)
Net assessment	165,928	174,480
Discount	(1,659)	(1,788)
Housing credit	(18,480)	(9,180)
Prolonged vacancy credit	-	-
	<u>145,789</u>	<u>163,512</u>

(f) Support costs

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£	£
Support costs (included above)	<u>27,275</u>	<u>-</u>	<u>-</u>	<u>27,275</u>	<u>26,200</u>

4. Staff costs

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£	£
Wages and Salaries	62,453	-	17,750	80,503	75,563
Employer's pension contribution	<u>920</u>	<u>-</u>	<u>-</u>	<u>920</u>	<u>937</u>
	<u>63,373</u>	<u>-</u>	<u>17,750</u>	<u>81,423</u>	<u>76,500</u>

The average number of full-time equivalent employees in administrative and support roles during the year was four (2022: four). During the year there were no employees who earned £60,000 or more. St. Andrews (Hornchurch) Churchyard Maintenance Trust (note 10) makes a grant to the PCC to support the expenditure on maintaining the churchyard, including the wages of the gardener. The grant and expenditure set against it are included in note 8 (b). At 31 December 2023, four eligible staff members were enrolled in the NEST pension scheme (2022: four). The PCC is not required to make Employers' National Insurance contributions as its liability falls below the minimum level at which contributions are payable.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

5. Fixed assets

(a)	Freehold Land and Buildings		Fixtures, fittings and equipment	2023 Total	2022 Total
	Halls	Curate Houses			
	£	£	£	£	£
Tangible assets					
Cost					
At 1 January 2023	795,000	782,500	20,063	1,597,563	1,597,563
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2023	<u>795,000</u>	<u>782,500</u>	<u>20,063</u>	<u>1,597,563</u>	<u>1,597,563</u>
Depreciation					
Accumulated depreciation at 1 January 2023	-	-	20,063	20,063	20,063
Charge for year	-	-	-	-	-
Accumulated depreciation at 31 December 2023	<u>-</u>	<u>-</u>	<u>20,063</u>	<u>20,063</u>	<u>20,063</u>
Net book value:					
At 31 December 2023	<u>795,000</u>	<u>782,500</u>	<u>-</u>	<u>1,577,500</u>	<u>1,577,500</u>
At 31 December 2022	<u>795,000</u>	<u>782,500</u>	<u>-</u>	<u>1,577,500</u>	

The freehold land and buildings comprise the Halls and Premises located at North Street, Hornchurch, together with the curates' houses at Burnway, Chelmsford Drive and Kenilworth Gardens.

The North Street Halls site is shown at cost which, as permitted by SORP, was the deemed cost under FRS 15 transitional provisions, under which the property's 2013 valuation has not been updated.

The three curates' houses are also shown at cost under the same provisions noted above, under which the 2014 valuations of the properties have not been updated.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

5. Fixed assets (continued)

(b) Movement in fixed asset investments	2023	2022
	£	£
Market value brought forward at 1 January 2023	37,377	42,676
Add gain/deduct (loss) on revaluation	3,732	(5,299)
Market value at 31 December 2023	41,109	37,377
Investments at market value comprised Collective investment Schemes (COIF Charities Ethical Investment Fund)	41,109	37,377
Total	41,109	37,377
Market value of unrestricted investments at 31 December 2023	957	881
Market value of restricted investments at 31 December 2023	40,152	36,496
	41,109	37,377

6. Debtors and prepayments

	2023	2022
	£	£
Income Tax Recoverable	21,451	20,080
Other debtors	9,285	14,732
Prepayments and Accrued Income	2,640	2,237
	33,376	37,049

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

7. Liabilities

	2023	2022
Amounts falling due within one year:	£	£
Accruals and Deferred income	11,473	17,716
Trade creditors	13,672	9,448
Other creditors	21,892	19,743
	<u>47,037</u>	<u>46,907</u>

8. Statement of fund movements

	Balance brought forward	Income	Expenditure	Revaluation Gain(Loss)	Transfers	Balance carried forward
	£	£	£	£	£	£
Unrestricted) Funds (see (a) below)	1,796,477	315,254	(364,597)	-	18,932	1,772,713
Restricted Funds (see (b) below)	194,851	19,884	(21,803)	3,732	(25,579)	171,085
Endowment Funds (see (c) below)	10,654	-	-	-	-	10,654
	<u>2,001,982</u>	<u>335,138</u>	<u>(386,400)</u>	<u>3,732</u>	<u>-</u>	<u>1,954,452</u>

(a) Unrestricted Funds

General Funds	(280)	310,584	(363,402)	-	52,818	(280)
Legacies	64,070	1,500	-	-	-	65,570
Bequest	120,000	-	-	-	(26,409)	93,591
Organ & choir, music	23,681	1,067	(976)	-	-	23,772
Summer Safari	1,848	-	-	-	-	1,848
Magazine	3,843	1,552	(50)	-	-	5,345
Bookstall	2,580	112	-	-	-	2,692
Messy Church	1,809	439	(169)	-	-	2,079
Unrealised gain/(loss) on valuation	1,578,926	-	-	-	(830)	1,578,096
	<u>1,796,477</u>	<u>315,254</u>	<u>(364,597)</u>		<u>25,579</u>	<u>1,772,713</u>

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

8. Statement of funds (continued)

	Balance brought forward	Income	Expenditure	Revaluation Gain(Loss)	Transfers	Balance carried forward
	£	£	£	£	£	£
(b) Restricted Funds						
Church Fabric/Restoration	28,517	125	-	-	-	28,642
St Andrew's Roof Appeal 2011	33,256	525	(2,970)	-	-	30,811
Bells	1,130	-	-	-	-	1,130
Organ Fund 2011	19,436	511	-	-	-	19,947
Sheila Jigins legacy (Mission and Fabric)	50,794	-	-	-	(26,409)	24,385
Mrs E Burton legacy (Choir & Music)	9,199	-	(387)	-	-	8,812
Dorothy Dines legacy (Choir)	735	-	(88)	-	-	647
F J Black (TimeOut)	593	-	-	-	-	593
Impact and youth work	133	-	-	-	-	133
CYT grant (note 4)	-	17,750	(17,750)	-	-	-
Choir Lighting	2,748	-	-	-	-	2,748
The Fold (Messy Church)	6,054	-	-	-	-	6,054
Mrs J Sheppard (St Matthew's prayer & hymn books)	1,000	-	-	-	-	1,000
St Matthew's Books	239	-	-	-	-	239
L A Gillingham (Flowers)	202	-	-	-	-	202
V & LE Jackson and H Warren (Choir)	404	-	-	-	-	404
H Smith (Flowers)	102	-	-	-	-	102
C Braithwaite (Fabric)	2,307	-	-	-	-	2,307
Mrs I M Parry (Education)	1,000	-	-	-	-	1,000
Children's Society	30	102	(132)	-	-	-
Other charity collections	35	809	(476)	-	-	368
Restricted Choir Fund	-	62	-	-	-	62
Brenda Newlyn (Ramp & crosses)	301	-	-	-	-	301
Unrealised gain on investments	36,636	-	-	3,732	830	41,198
	<u>194,851</u>	<u>19,884</u>	<u>(21,803)</u>	<u>3,732</u>	<u>(25,579)</u>	<u>171,085</u>

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

8. Statement of funds (continued)

	Balance brought forward	Income	Expenditure	Revaluation Gain(Loss)	Transfers	Balance carried forward
	£	£	£	£	£	£
(c) Endowment Funds						
Mrs Herapath	8,581	-	-	-	-	8,581
Talbot Gibbs Charity	1,540	-	-	-	-	1,540
William Gogney	533	-	-	-	-	533
	<u>10,654</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,654</u>

9. Analysis of net assets by fund

	Unrestricted	Restricted	Endowment	Total Funds	Total Funds
	Funds	Funds	Funds	2023	2022
	£	£	£	£	£
Fixed Assets	1,577,500	41,109	-	1,618,609	1,614,877
Current Assets	242,250	129,976	10,654	382,880	434,012
Current Liabilities	<u>(47,037)</u>	<u>-</u>	<u>-</u>	<u>(47,037)</u>	<u>(46,907)</u>
	<u>1,772,713</u>	<u>171,085</u>	<u>10,654</u>	<u>1,954,452</u>	<u>2,001,982</u>

10. Related party disclosures

The PCC is associated with St. Andrews (Hornchurch) Churchyard Maintenance Trust (Registered Charity no 295658) by means of mutual Trustees, Rev'd K Wylie, Mr J Shearmur and Mr N McCarren. Its objective is that the income of the Trust Fund shall be applied in maintaining the churchyard in good order and repair including providing and/or maintaining equipment necessary for such maintenance and providing stock. In September 2018, the member of staff transferred employment to the PCC from St. Andrews (Hornchurch) Churchyard Maintenance Trust (note 4), which makes a grant to the PCC to support the additional expenditure (note 8 (b)). There were no balances outstanding between the PCC and St. Andrews (Hornchurch) Churchyard Maintenance Trust as at 31 December 2023 (2022: none).

No Trustees received any remuneration for services as members of the PCC, but a total of £ £3,350 (2022 £4,215) was paid, reimbursed or waived in respect of seven (2022: seven) members of the PCC for fees or expenses relating to weddings, funerals, travel and housing costs.

Unconditional donations that have been identified as emanating from related parties, including members of the PCC, amounted to £45,493.

The Organist, Mr A Losq, a member of Deanery Synod and therefore ex officio a PCC trustee, was paid £3,400 (2022 £3,809), which is included in the staff costs figures in note 4. The PCC received £2,948 from the Coronavirus Job Retention Scheme in 2022 while Mr Losq was on furlough.

The tenant at the Kenilworth Drive property is the daughter-in-law of a Church Warden, Mr N McCarren. The amount of rent payable was independently assessed.

Parish of Hornchurch - Annual Report and Accounts of The Parochial Church Council

For the year ended 31 December 2023

Notes to the Financial Statements (continued)

12. Comparative figures for the Statement of Financial Activities

SORP (FRS102) requires that the Statement of Financial Activities should show comparative figures for every item shown therein. The PCC has taken the option of showing these figures, for the year ended 31 December 2022, in a note to the accounts as set out below.

	Note	Unrestricted General Fund	Unrestricted Designated Funds	Restricted Funds	Endowment Funds	Total 2022
Income and endowments		£	£	£	£	£
Voluntary income	2(a)	155,318	500	206	-	156,024
Church activities	2(b)	90,540	1,367	19,453	-	111,360
Income from investments	2(c)	52,097	-	-	-	52,097
Activities for generating funds	2(d)	3,138	950	-	-	4,088
Coronavirus Job Retention Scheme Grant	4	-	-	-	-	-
Total income		301,093	2,817	19,659	-	323,569
Expenditure on						
Church activities	3(a)	300,526	1,504	20,346	-	321,400
Fundraising costs	3(b)	847	-	-	-	847
Total expenditure		(301,373)	(1,504)	(20,346)	-	(322,247)
Net income/(expenditure) before investment gains		(280)	1,313	(687)	-	346
Transfers between funds		-	-	-	-	-
Other recognised gains/(losses)						
Gains/(losses) on revaluation of fixed assets		-	(125)	(5,174)	-	(5,299)
Net income/(expenditure)		(280)	1,188	(5,861)	-	(4,953)
Reconciliation of funds:						
Balances Brought Forward 1 January 2022		-	1,795,569	200,712	10,654	2,006,935
Balance Carried Forward 31 December 2022		(280)	1,796,757	194,851	10,654	2,001,982