

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

England & Wales · Charity number 1134844

Details

Other names PCC ST JOHN'S BOXMOOR

Status Registered

Legal form Previously excepted

Registered 2010-03-11

Register [View on the Charity Commission register](#)

Contact

Address Parish Office
Station Road
Hemel Hempstead
Herts
HP1 1JY

Phone 01442260299

Email office@stjohnsboxmoor.org.uk

Website www.stjohnsboxmoor.co.uk

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Promoting the mission of the Church of England through provision of church services, facilities and buildings and special events. Particular emphasis on music and outreach to the community. Currently fundraising for new boilers.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Hertfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£207,832	£215,484	-	-
2023-12-31	£202,428	£204,187	-	-
2022-12-31	£206,533	£191,571	-	-
2021-12-31	£170,064	£160,883	-	-
2020-12-31	£128,127	£96,993	-	-

Trustees

Name	Role	Appointed
Rev Michael David Macey	Chair	2014-02-19
CHRISTOPHER LEON ANGELL		
Carole Eileen Lewis		2014-04-08
Catherine Francis Shaw		2019-04-07
DI TOVEY		2011-06-14
GRAHAM AUSTIN GIBBS		
JEAN HAYDEN GARNER		
JO FISHER		
James Kingsley Proehl		2019-04-07
Jason Plessas MA		2024-04-21
Jennifer Anne Lyne		2021-04-25
LORRAINE JEANETTE IOANNOU		2013-09-19
MARIAN DAVIES		2017-04-04
MARK EDWARD HARBOUR		2021-04-25
MR J ROMBOUT		
Robert Matthew Hammond		2023-04-23
Rosemary Anne Akeroyd		2023-04-23
Rosie Shaw		2016-04-12
TREVOR RALPH STANDEN		2012-08-08
Wilfred Robert Stepto		2024-04-21

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JOHN'S BOXMOOR**

ANNUAL REPORT AND ACCOUNTS

**FOR THE YEAR ENDED
31st DECEMBER 2024**

CHARITY REGISTERED NUMBER 1134844

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2024**

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31st DECEMBER 2024**

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

Name of Charity:	THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR
Working Name:	PCC ST JOHN'S BOXMOOR
Charity Registered Number:	1134844
Date Registered:	11th March 2010
Governing Document:	Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules
Objects:	Promoting in the ecclesiastical parish the whole mission of The Church of England
Principal Office:	St John's Church Hall St John's Road HEMEL HEMPSTEAD Herts. HP1 1JY
Trustee:	The Parochial Church Council (PCC) The individual members of the PCC are Trustees and are listed on the next page
Independent Examiner:	Mr Roger Taylor
Bankers:	NATWEST BANK PLC 9 Bank Court HEMEL HEMPSTEAD Herts. HP1 1BS

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2024

The Parochial Church Council (Trustees) 2024

Reverend Michael Macey	Vicar	Chairman
Rosie Akeroyd	Elected Member	Safeguarding Officer
Christopher Angell	Elected Member	Hon. Treasurer
Marian Davies	Elected Member	Churchwarden
Dee Fisher	Elected Member	Until 21 April 2024
Joanne Fisher	Elected Member	Deputy Churchwarden
Jean Garner	Elected Member	
Graham Gibbs	Deanery Representative	
Bob Hammond	Elected Member	
Mark Harbour	Elected Member	Electoral Roll Officer
Lorraine Ioannou	Deanery Representative	
Nicholas King	Elected Member	Hon. Secretary
Carole Lewis	Elected Member	Reader
Anne Lyne	Elected Member	
Jason Plessas	Elected Member	From 21 April 2024
James Proehl	Elected Member	
Job Rombout	Deanery and Diocesan Represent	Churchwarden / Vice C
Cathy Shaw	Elected Member	
Rosie Shaw	Elected Member	Deputy Churchwarden
Trevor Standen	Elected Member	
Wilf Stepto	Deanery Representative	
Di Tovey	Elected Member	

Daughter Churches

The Parish of St John's, Boxmoor, contains the daughter churches of St Stephen's, Chaulden, and St Francis of Assisi, Hammerfield.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

CONSTITUTION

The Parochial Church Council of the Ecclesiastical Parish of St John's Boxmoor is a body corporate whose Governing Document is the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules (2011).

APPOINTMENT OF TRUSTEES

Members of the Parochial Church Council (PCC) are also its Trustees unless otherwise stated. Under the Church Representation Rules, clergy, churchwardens and readers together with Deanery and Diocesan Representatives are members of the PCC.

A further fifteen lay members are elected by the members registered on the Electoral Roll at the Annual Parochial Church Meeting (APCM) . Elected Trustees shall hold office for three years with one third of their number standing for election each year.

In addition, there may be a maximum of two co-opted members as determined by the Trustees. Co-opted members may only serve until the next APCM

APPOINTMENT OF OFFICERS

In accordance with the Church Representation Rules, the minister of the parish shall be the Chairman.

Vice Chairmen and honorary officers are appointed at the first meeting of the PCC following the APCM.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2024**

OBJECTIVES AND ACTIVITIES

OBJECTS

The objects of the Charity are to promote in the ecclesiastical parish the whole mission of The Church of England.

The provision of grants, buildings, facilities and services with the object of enabling the mission of The Church of England to be fulfilled.

ACTIVITIES

During the year PCC, Standing Committee and other committee meetings were held on a regular basis either in person or on-line. Regular services of worship were maintained with enhanced pastoral activities to continue to encourage the congregation back into church following the Covid pandemic. The popular 'OMO' (on my own) lunches, 'Friendship Teas', Tiny Tots, Messy Church and other Groups continued apace.

We continue to rely on major fund raising activities to balance the books. These have continued and included a Summer Fete, Christmas Tree Festival, Countdown to Christmas Fair, New Year concert, quizzes, raffles and educational activities involving local schools. We also receive regular educational visits from local schools and host school carol services.

Our Director of Music has enhanced the musical side of our worship and guides an active church choir who perform at monthly Choral Evensong services and on other special occasions and continues to develop a Junior Choir who perform at

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2024

ACHIEVEMENTS AND PERFORMANCE

The Parochial Church Council (PCC) meets in principle on the second Tuesday of every other month, with the Standing Committee meeting, if required, in the alternate months. Detailed minutes are kept of all PCC meetings which are distributed to all PCC members and to any member on the church electoral roll on request. A shortened version of highlights from the PCC minutes is published, when practicable and appropriate, in the parish magazine.

As a matter of routine, the PCC approved minutes of previous meetings and monitored progress on action points. It also ratified decisions taken by the Standing Committee through approval of its minutes. Reports from the Vicar, Churchwardens and Treasurer have been received at each meeting. Progress on our Mission Action Plan has also been monitored, each goal considered individually meeting by meeting. Reports have also been regularly received from our daughter churches and from the various PCC committees: Communications, Finance and Giving, Fundraising, St John's Hall, Music at St John's, Pastoral, Social, Worship and Youth. Reports were also received on the activities of the Deanery, Pray Hemel and Churches Together in Hemel Hempstead.

Substantive ad hoc matters considered by the PCC during the year included the revision of our Mission Action Plan, several in-depth discussions related to Safeguarding, and our eco-church profile, which culminated in the award of Bronze Award status. A regular topic has been to improve the quality of streaming equipment into St John's church and the related need for a high-speed fibre internet connection. Appropriate events were held to mark the 150th anniversary of the St John's building.

FINANCIAL REVIEW

The Parochial Church Council requires funds only for the achievement of its Objects. This includes the making of grants to suitable organisations, the provision of buildings and facilities plus the provision of services.

The PCC's policy is to maintain a General Fund for St John's and St Stephens together and separately for St Francis both with sufficient working capital to meet the next three month's budgeted expenditure. Restricted Funds have been established for specific purposes as detailed in Note 9 to the Accounts.

Other reserves comprise four Endowment Funds:

The Centenary Fund (established to provide for the maintenance, repair and extension of the Church, its fixtures and fittings) generates interest which is reinvested until required for the St John's Fabric Fund.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2024

FINANCIAL REVIEW (Continued)

The Rolph Bequest provides an income stream for the support of assistant clergy in the Parish.

The Freeman-Rolph Fund provides income for use at the Incumbent's discretion to assist parishioners in need.

The Gulliver Bequest provides an income to St Francis' Church.

Apart from the income from endowments, the General Fund relies on Parishioner giving, donations, fees from weddings and funerals, Hall lettings and fundraising events.

St Francis's accounts showed an overall small surplus of £284 in 2024 whilst at St John's and St Stephen's there was a deficit of £12,172 on the unrestricted General Fund. This was, however, much in line with the budget. Income fell compared with 2023 primarily as the legacy income in 2023 was not repeated and income from fees declined. Day to day expenditure decreased in the absence of any transfers to the Fabric or any other Restricted Fund, but this masked significant increases in the Parish Share, printing and music costs. Music cost increases were, however, fully offset by specific donations from Music at St Johns and a grant from the Jennifer Worth Literary Trust. Energy costs at both St John's and St Francis continued to be impacted by erroneous billing by and direct debit payments to, suppliers. A dispute with British Gas was referred to the Ombudsman. At St John's the Fabric Fund was boosted by a highly successful Gift Day which enabled the chairs in St John's Hall to be replaced and stonework and boiler pipework repairs to be undertaken.

TRUSTEES' RESPONSIBILITIES

The Trustees are required to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of its profit or loss for that period. In preparing those accounts 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 the policies adopted are in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015) and with applicable accounting standards, subject to any material departures disclosed and explained in the accounts;

- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder. The Trustees 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.

Approved by the Standing Committee on behalf of the Parochial Church Council on 18th March 2025 and signed on its behalf:

M.Macey

Rev'd Michael Macey
Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**INDEPENDENT EXAMINERS REPORT
TO THE PCC OF THE ECCLESIASTICAL PARISH OF ST JOHN'S, BOXMOOR
FOR THE YEAR ENDED 31st DECEMBER 2024**

This report on the Financial Statements of the PCC for the year ended 31 December 2024 which are set out on pages 8 to 14 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and Section 144(2) of the Act do not apply. It is my responsibility to examine the Financial Statements under section 145 of the Act; follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act and 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. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the Financial Statements and seeking explanations from you as trustees concerning any 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 accounts.

Independent examiners 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 Act; and
 - to prepare accounting records which accord with the accounting records and to comply with the requirements of the Act and the Regulationshave 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.

Signed:

R.Taylor

**Roger Martin Taylor
8, Varney Road
Hemel Hempstead
HP1 2LB**

Dated: 22nd March 2025

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2024

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	TOTAL 2023 £
Incoming Resources						
Incoming resources from donors	2a	102,415	10,064	-	112,479	107,526
Other voluntary incoming resources	2b	18,025	8,153	-	26,178	32,109
Income from charitable and ancillary trading	2c	49,948	-	-	49,948	55,631
Other ordinary incoming resources	2d	5,500	6,870	-	12,370	50
Income from investments	2e	5,537	1,320	-	6,857	7,112
Total Incoming Resources		181,425	26,407	-	207,832	202,428
Resources Expended						
Grants	3a	5,222	1,740	-	6,962	8,337
Activities directly relating to the work of the church	3b	165,386	21,502	-	186,888	179,107
Fund-raising and publicity	3c	4,524	229	-	4,753	3,002
Church management and administration	3d	16,881	-	-	16,881	13,741
Total Resources Expended		192,013	23,471	-	215,484	204,187
Net Incoming / (Outgoing) Resources		(10,588)	2,936	-	(7,652)	(1,759)
Gains and Losses on Investments						
realised		-	-	-	-	1
unrealised		-	-	15,388	15,388	34,599
Net Movement in Funds		(10,588)	2,936	15,388	7,736	32,841
Balances brought forward at 1st January 2024 (2023)		61,864	512,899	353,811	928,574	895,733
Transfers between Funds		-	-	-	-	-
Balances carried forward		51,276	515,835	369,199	936,310	928,574

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**BALANCE SHEET
AS AT 31st DECEMBER 2024**

	Note	2024 £	2023 £
Fixed Assets			
Tangible fixed assets	5a	493,474	493,474
Investment Assets	5b	369,146	353,758
		<u>862,620</u>	<u>847,232</u>
Current Assets			
Stock		-	-
Debtors	7	11,908	14,541
Short Term Deposits		9,461	8,987
Cash at bank and in hand		52,321	58,814
		<u>73,690</u>	<u>82,342</u>
Liabilities: Amounts falling due within 1 year	8	-	(1,000)
Net Current Assets		<u>73,690</u>	<u>81,342</u>
Long Term Loans		-	-
Net Assets		<u>936,310</u>	<u>928,574</u>
Funds			
	6 & 9		
Unrestricted		51,276	61,864
Restricted		515,835	512,899
Endowment		369,199	353,811
		<u>936,310</u>	<u>928,574</u>

The notes on the following pages form part of these accounts

Approved by the Parochial Church Council on 18th March 2025 and signed on its behalf:

M.Macey, Chairman.

Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2024**

1. Accounting Policies

The accounts are prepared on an accruals basis, in accordance with the Church Accounting Regulations 1997

The accounts also comply with the Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015); Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder; and with applicable accounting standards.

The accounts are prepared under the historical cost convention

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	FUNDS 2023 £
2. Incoming Resources					
<i>2a. Incoming resources from donors</i>					
Planned giving	76,027	-	-	76,027	76,083
Collections(open plate) at all services	20,131	-	-	20,131	20,302
Sundry donations	6,257	10,064	-	16,321	11,141
	<u>102,415</u>	<u>10,064</u>	<u>-</u>	<u>112,479</u>	<u>107,526</u>
<i>2b. Other voluntary incoming resources</i>					
Appeals	3,494	8,040	-	11,534	5,327
Legacies	-	-	-	-	15,000
Fêtes & other fund raising events	14,531	113	-	14,644	11,782
	<u>18,025</u>	<u>8,153</u>	<u>-</u>	<u>26,178</u>	<u>32,109</u>
<i>2c. Income from charitable and ancillary trading</i>					
Magazines	1,681	-	-	1,681	1,747
Coffee	1,364	-	-	1,364	1,465
Church halls lettings etc	27,786	-	-	27,786	26,208
Fees	16,570	-	-	16,570	24,914
Merchandising & Printing	2,547	-	-	2,547	1,297
	<u>49,948</u>	<u>-</u>	<u>-</u>	<u>49,948</u>	<u>55,631</u>
<i>2d. Other ordinary incoming resources</i>					
Insurance claims & settlements	5,500	6,870	-	12,370	50
<i>2e. Income from investments</i>					
Dividends and interest including any reclaimed tax	5,537	1,320	-	6,857	7,112
Total Incoming Resources	<u>181,425</u>	<u>26,407</u>	<u>-</u>	<u>207,832</u>	<u>202,428</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2024

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2024 £	FUNDS 2023 £
3. Resources Expended					
<i>3a. Grants</i>					
Missionary & charitable giving:					
Church overseas					
missionary societies	-	-	-	-	-
relief & development agencies	1,648	-	-	1,648	1,001
Home missions & other Church Societies	3,574	1,740	-	5,314	7,336
	<u>5,222</u>	<u>1,740</u>	<u>-</u>	<u>6,962</u>	<u>8,337</u>
<i>3b. Activities directly relating to work of the Church</i>					
Ministry: diocesan parish share	93,190	-	-	93,190	89,531
clergy expenses	5,074	1,300	-	6,374	6,179
Church - running expenses	42,906	-	-	42,906	49,794
Church maintenance & Repairs	4,152	20,202	-	24,354	14,552
Expenditure on parish magazine	1,052	-	-	1,052	1,050
Church hall running costs	2,601	-	-	2,601	3,220
Music	16,411	-	-	16,411	14,781
	<u>165,386</u>	<u>21,502</u>	<u>-</u>	<u>186,888</u>	<u>179,107</u>
<i>3c. Fund-raising and publicity</i>					
Costs of fêtes and other fund-raising events	4,524	229	-	4,753	3,002
<i>3d. Church management and administration</i>					
Administration:					
Printing & stationery	8,316	-	-	8,316	5,952
Telephones	706	-	-	706	772
Administrator	7,859	-	-	7,859	7,017
Loan interest & costs	-	-	-	-	-
	<u>16,881</u>	<u>-</u>	<u>-</u>	<u>16,881</u>	<u>13,741</u>
Total Resources Expended	<u>192,013</u>	<u>23,471</u>	<u>-</u>	<u>215,484</u>	<u>204,187</u>

4. Staff Costs

Music expenses include payments made to St John's Director of Music and Administration costs include payments made to the Parish Administrator. Church hall running costs include payments made to the St John's Hall caretaker and Hall cleaner.

No National Insurance or pension contributions were payable in respect of any of them in 2024 or 2023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2024

5. Fixed Assets for use by the PCC

5a. *Tangible fixed assets*

Buildings - St John`s Hall & West End £493,474 (2023 £493,474)

5b. *Investments*

15,835 shares in the CBF Investment
Fund (historical cost at
31st December 2024 : £ 35,950)

Market Value	
2024	2023
£	£
369,146	353,758

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL £
6. Analysis of Net Asset Fund				
Fixed Assets	-	493,474	369,146	862,620
Current Assets	51,276	22,361	53	73,690
Current Liabilities	-	-	-	-
Long Term Loans	-	-	-	-
Fund Balance	51,276	515,835	369,199	936,310

7. Debtors

	2024 £	2023 £
Prepayments of insurance	2,805	2,724
Gift Aid Claim	9,103	9,017
Other	-	2,800
	11,908	14,541

**8. Liabilities: Amounts Falling Due
Within One Year**

Parishioner Loans	-	-
Creditors for goods and services	-	1,000
	-	1,000

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2024

9. Fund Details	Balance at 31/12/24 £
Restricted Funds	
St John's Building Reserve	493,474
St John's Fabric Fund	3,787
St John's Centenary Fund Donation	10,000
Music Fund	507
Vicar and Churchwardens' Discretionary Fund	5,666
St John's Social Committee	545
Wedding Advances	231
Memorial Window	350
Holiday at Home	1,275
	<u>515,835</u>
Endowment Funds	
Centenary Fund	161,379
Rolph Bequest	48,650
Gulliver Bequest	29,227
Freeman-Rolph Fund	129,943
	<u>369,199</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2024

10. Missions and Charitable Giving 2024

Beneficiary	Gross Donation £	Collection £	Allocation from PCC £
Bibles for Children	1,000	0	1,000
Bishop's Harvest for the Hungry Appeal	759	759	-
Childrens' Society	1,300	1,300	-
Churches Together in Hemel Hempstead	80	-	80
Disasters Emergency Committee	250	157	93
Gaza Appeal	639	639	-
DENS	639	639	-
Hospice of St Francis	285	285	-
	<u>4,952</u>	<u>3,779</u>	<u>1,173</u>

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST JOHN'S BOXMOOR**

ANNUAL REPORT AND ACCOUNTS

**FOR THE YEAR ENDED
31st DECEMBER 2023**

CHARITY REGISTERED NUMBER 1134844

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOO

**REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2023**

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**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31st DECEMBER 2023**

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

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Date Registered:	11th March 2010
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Objects:	Promoting in the ecclesiastical parish the whole mission of The Church of England
Principal Office:	St John's Church Hall St John's Road HEMEL HEMPSTEAD Herts. HP1 1JY
Trustee:	The Parochial Church Council (PCC) The individual members of the PCC are Trustees and are listed on the next page
Independent Examiner:	Mr Roger Taylor
Bankers:	NATWEST BANK PLC 9 Bank Court HEMEL HEMPSTEAD Herts. HP1 1BS

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2023**

The Parochial Church Council (Trustees) 2023

Reverend Michael Macey	Vicar	Chairman
Rosie Akeroyd	Elected Member	
Christopher Angell	Elected Member	Hon. Treasurer
Philip Barton	Elected Member	
Sandy Cutts	Elected Member	Until 23rd April 2023
Marian Davies	Elected Member	Churchwarden
Dee Fisher	Elected Member	
Joanne Fisher	Deanery Representative	Deputy Churchwarden
Jean Garner	Elected Member	
Graham Gibbs	Deanery Representative	
Bob Hammond	Elected Member	From 23rd April 2023
Mark Harbour	Elected Member	
Lorraine Ioannou	Deanery Representative	
Carole Lewis	Elected Member	Reader
Anne Lyne	Elected Member	
James Proehl	Elected Member	
Job Rombout	Diocesan Representative	Churchwarden
Cathy Shaw	Elected Member	
Rosie Shaw	Elected Member	Deputy Churchwarden
Trevor Standen	Elected Member	
Di Tovey	Elected Member	

Daughter Churches

The Parish of St John's, Boxmoor, contains the daughter churches of St Stephen's, Chaulden, and St Francis of Assisi, Hammerfield.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

CONSTITUTION

The Parochial Church Council of the Ecclesiastical Parish of St John's Boxmoor is a body corporate whose Governing Document is the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules (2011).

APPOINTMENT OF TRUSTEES

Members of the Parochial Church Council (PCC) are also its Trustees unless otherwise stated. Under the Church Representation Rules, clergy, churchwardens and readers together with Deanery and Diocesan Representatives are members of the PCC.

A further fifteen lay members are elected by the members registered on the Electoral Roll at the Annual Parochial Church Meeting (APCM) . Elected Trustees shall hold office for three years with one third of their number standing for election each year.

In addition, there may be a maximum of two co-opted members as determined by the Trustees. Co-opted members may only serve until the next APCM

APPOINTMENT OF OFFICERS

In accordance with the Church Representation Rules, the minister of the parish shall be the Chairman.

Vice Chairmen and honorary officers are appointed at the first meeting of the PCC following the APCM.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2023**

OBJECTIVES AND ACTIVITIES

OBJECTS

The objects of the Charity are to promote in the ecclesiastical parish the whole mission of The Church of England.

The provision of grants, buildings, facilities and services with the object of enabling the mission of The Church of England to be fulfilled.

ACTIVITIES

During the year PCC, Standing Committee and other committee meetings were held on a regular basis either in person or on-line. Regular services of worship were maintained with enhanced pastoral activities to continue to encourage the congregation back into church following the Covid pandemic. The popular 'OMO' (on my own) lunches, 'Friendship Teas', Tiny Tots, Messy Church and other Groups continued apace.

We continue to rely on major fund raising activities to balance the books. These have continued and included a Summer Fete, Christmas Tree Festival, Countdown to Christmas Fair, New Year concert, quizzes, raffles and educational activities involving local schools. We also receive regular educational visits from local schools and host school carol services.

Our Director of Music has enhanced the musical side of our worship and guides an active church choir who perform at monthly Choral Evensong services and on other special occasions and continues to develop a Junior Choir who

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOO

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2023

ACHIEVEMENTS AND PERFORMANCE

The Parochial Church Council (PCC) meets in principle on the second Tuesday of every other month, with the Standing Committee meeting, if required, in the alternate months. Detailed minutes are kept of all PCC meetings which are distributed to all PCC members and to any member on the church electoral roll on request. A shortened version of highlights from the PCC minutes is published, when practicable and appropriate, in the parish magazine.

As a matter of routine, the PCC approved minutes of previous meetings and monitored progress on action points. It also ratified decisions taken by the Standing Committee through approval of its minutes. Reports from the Vicar, Churchwardens and Treasurer have been received at each meeting. Progress on our Mission Action Plan has also been monitored, each goal considered individually meeting by meeting. Reports have also been regularly received from our daughter churches and from the various PCC committees: Communications, Finance and Giving, Fundraising, St John's Hall, Music at St John's, Pastoral, Social, Worship and Youth. Reports were also received on the activities of the Deanery, Pray Hemel and Churches Together in Hemel Hempstead.

Substantive ad hoc matters considered by the PCC during the year included monitoring the return to post-pandemic conditions, where gradual growth took place month by month, especially at and following major festivals. The demography of our congregations however remains a matter of some concern, despite attempts to improve our profile amongst younger members of the parish. Upgrading of the installation of new streaming equipment into St John's church and the related need for a high-speed fibre internet connection was a regular topic, not yet fully realised.

Safeguarding procedures were reviewed and updated following the introduction of new rules by the Diocese.

The PCC also considered plans to mark the 150th anniversary of the St John's building in 2024 and progress with moves towards becoming an eco-church..

FINANCIAL REVIEW

The Parochial Church Council requires funds only for the achievement of its Objects. This includes the making of grants to suitable organisations, the provision of buildings and facilities plus the provision of services.

The PCC's policy is to maintain a General Fund for St John's and St Stephens together and separately for St Francis both with sufficient working capital to meet the next three month's budgeted expenditure. Restricted Funds have been established for specific purposes as detailed in Note 9 to the Accounts.

Other reserves comprise four Endowment Funds:

The Centenary Fund (established to provide for the maintenance, repair and extension of the Church, its fixtures and fittings) generates interest which is reinvested until required for the St John's Fabric Fund.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOO

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2023

FINANCIAL REVIEW (Continued)

The Rolph Bequest provides an income stream for the support of assistant clergy in the Parish.

The Freeman-Rolph Fund provides income for use at the Incumbent's discretion to assist parishioners in need.

The Gulliver Bequest provides an income to St Francis' Church.

Apart from the income from endowments, the General Fund relies on Parishioner giving, donations, fees from weddings and funerals, Hall lettings and fundraising events.

Our finances were again adversely affected by the aftereffects of the Covid 19 pandemic. However, the financial results for 2022 showed continuing improvement over those for 2020 and 2021 for both St John's and St Stephen's and at St Francis', and most areas of income recovered further. As a result Parish Shares were met in full.

At St Francis the deficit on day to day activities (unrestricted funds) was reduced to roundly £400 whilst St John's and St Stephen's returned a surplus of over £17,700. This latter figure was, however, only achieved as a result of the receipt of a significant legacy and major one-off donations, without which we would have remained in deficit.

At St John's the Fabric Fund was used to pay for the installation of a new broadcast system, although the full benefits await optical fibre links reaching the church. A defibrillator was also acquired and installed at St John's, benefitting both Church and Hall users.

TRUSTEES' RESPONSIBILITIES

The Trustees are required to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of its profit or loss for that period. In preparing those accounts 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 the policies adopted are in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015) and with applicable accounting standards, subject to any material departures disclosed and explained in the accounts;

- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder. The Trustees 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.

Approved by the Standing Committee on behalf of the Parochial Church Council on 13th June 2023 and signed on its behalf:

M.Macey

Rev'd Michael Macey
Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**INDEPENDENT EXAMINERS REPORT
TO THE PCC OF THE ECCLESIASTICAL PARISH OF ST JOHN'S, BOXMOOR
FOR THE YEAR ENDED 31st DECEMBER 2023**

This report on the Financial Statements of the PCC for the year ended 31 December 2021 which are set out on pages 8 to 14 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and Section 144(2) of the Act do not apply. It is my responsibility to examine the Financial Statements under section 145 of the Act; follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act and 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. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the Financial Statements and seeking explanations from you as trustees concerning any 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 accounts.

Independent examiners 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 Act; and
 - to prepare accounting records which accord with the accounting records and to comply with the requirements of the Act and the Regulationshave 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.

Signed:

R.Taylor

**Roger Martin Taylor
8, Varney Road
Hemel Hempstead
HP1 2LB**

Dated: 27/2/24

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2023**

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	TOTAL 2022 £
Incoming Resources						
Incoming resources from donors	2a	107,044	482	-	107,526	118,865
Other voluntary incoming resources	2b	30,313	1,796	-	32,109	21,501
Income from charitable and ancillary trading	2c	55,631	-	-	55,631	60,472
Other ordinary incoming resources	2d	50	-	-	50	-
Income from investments	2e	5,272	1,840	-	7,112	5,695
Total Incoming Resources		198,310	4,118	-	202,428	206,533
Resources Expended						
Grants	3a	4,381	3,956	-	8,337	4,441
Activities directly relating to the work of the church	3b	169,385	9,722	-	179,107	171,346
Fund-raising and publicity	3c	3,002	-	-	3,002	3,624
Church management and administration	3d	13,741	-	-	13,741	12,160
Total Resources Expended		190,509	13,678	-	204,187	191,571
Net Incoming / (Outgoing) Resources		7,801	(9,560)	-	(1,759)	14,962
Gains and Losses on Investments						
realised		-	-	1	1	-
unrealised		-	-	34,599	34,599	(38,045)
Net Movement in Funds		7,801	(9,560)	34,600	32,841	(23,083)
Balances brought forward at 1st January 2023 (2022)		64,063	512,459	319,211	895,733	918,816
Transfers between Funds		(10,000)	10,000	-	-	-
Balances carried forward		61,864	512,899	353,811	928,574	895,733

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**BALANCE SHEET
AS AT 31st DECEMBER 2023**

	Note	2023 £	2022 £
Fixed Assets			
Tangible fixed assets	5a	493,474	493,474
Investment Assets	5b	<u>353,758</u>	<u>319,159</u>
		<u>847,232</u>	<u>812,633</u>
Current Assets			
Stock		-	-
Debtors	7	14,541	6,138
Short Term Deposits		8,987	8,709
Cash at bank and in hand		<u>58,814</u>	<u>69,283</u>
		<u>82,342</u>	<u>84,130</u>
Liabilities: Amounts falling due within 1 year	8	(1,000)	(1,030)
Net Current Assets		<u>81,342</u>	<u>83,100</u>
Long Term Loans		-	-
Net Assets		<u>928,574</u>	<u>895,733</u>
Funds			
	6 & 9		
Unrestricted		61,864	64,063
Restricted		512,899	512,459
Endowment		<u>353,811</u>	<u>319,211</u>
		<u>928,574</u>	<u>895,733</u>

The notes on the following pages form part of these accounts

Approved by the Standing Committee on behalf of the Parochial Church Council on

and signed on its behalf:

M.Macey

Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2023**

1. Accounting Policies

The accounts are prepared on an accruals basis, in accordance with the Church Accounting Regulations 1997

The accounts also comply with the Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015); Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder; and with applicable accounting standards.

The accounts are prepared under the historical cost convention

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	FUNDS 2022 £
2. Incoming Resources					
<i>2a. Incoming resources from donors</i>					
Planned giving	76,083	-	-	76,083	74,941
Collections(open plate) at all services	20,302	-	-	20,302	19,587
Sundry donations	10,659	482	-	11,141	24,337
	<u>107,044</u>	<u>482</u>	<u>-</u>	<u>107,526</u>	<u>118,865</u>
<i>2b. Other voluntary incoming resources</i>					
Appeals	3,531	1,796	-	5,327	4,839
Legacies	15,000	-	-	15,000	5,000
Fêtes & other fund raising events	11,782	-	-	11,782	11,662
	<u>30,313</u>	<u>1,796</u>	<u>-</u>	<u>32,109</u>	<u>21,501</u>
<i>2c. Income from charitable and ancillary trading</i>					
Magazines	1,747	-	-	1,747	1,907
Coffee	1,465	-	-	1,465	1,078
Church halls lettings etc	26,208	-	-	26,208	23,937
Fees	24,914	-	-	24,914	31,500
Merchandising & Printing	1,297	-	-	1,297	2,050
	<u>55,631</u>	<u>-</u>	<u>-</u>	<u>55,631</u>	<u>60,472</u>
<i>2d. Other ordinary incoming resources</i>					
Insurance claims & settlements	50	-	-	50	-
<i>2e. Income from investments</i>					
Dividends and interest including any reclaimed tax	5,272	1,840	-	7,112	5,695
Total Incoming Resources	<u><u>198,310</u></u>	<u><u>4,118</u></u>	<u><u>-</u></u>	<u><u>202,428</u></u>	<u><u>206,533</u></u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2023**

3. Resources Expended	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2023 £	FUNDS 2022 £
3a. Grants					
Missionary & charitable giving:					
Church overseas					
missionary societies	-	-	-	-	-
relief & development agencies	1,001	-	-	1,001	690
Home missions & other Church Societies	3,380	3,956	-	7,336	3,751
	<u>4,381</u>	<u>3,956</u>	<u>-</u>	<u>8,337</u>	<u>4,441</u>
3b. Activities directly relating to work of the Church					
Ministry: diocesan parish share	89,531	-	-	89,531	88,151
clergy expenses	6,179	-	-	6,179	5,212
Church - running expenses	48,625	1,169	-	49,794	49,986
Church maintenance & Repairs	5,999	8,553	-	14,552	11,701
Expenditure on parish magazine	1,050	-	-	1,050	1,048
Church hall running costs	3,220	-	-	3,220	3,020
Music	14,781	-	-	14,781	12,228
	<u>169,385</u>	<u>9,722</u>	<u>-</u>	<u>179,107</u>	<u>171,346</u>
3c. Fund-raising and publicity					
Costs of fêtes and other fund-raising events	3,002	-	-	3,002	3,624
3d. Church management and administration					
Administration:					
Printing & stationery	5,952	-	-	5,952	4,916
Telephones	772	-	-	772	651
Administrator	7,017	-	-	7,017	6,593
Loan interest & costs	-	-	-	-	-
	<u>13,741</u>	<u>-</u>	<u>-</u>	<u>13,741</u>	<u>12,160</u>
Total Resources Expended	<u>190,509</u>	<u>13,678</u>	<u>-</u>	<u>204,187</u>	<u>191,571</u>

4. Staff Costs

Music expenses include payments made to St John's Director of Music and Administration costs include payments made to the Parish Administrator. Church hall running costs include payments made to the St John's Hall caretaker and Hall cleaner.

No National Insurance or pension contributions were payable in respect of any of them in 2023 or 2022

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2023**

5. Fixed Assets for use by the PCC

5a. *Tangible fixed assets*

Buildings - St John`s Hall & West End £493,474 (2021 £493,474)

5b. *Investments*

15,649 shares in the CBF Investment
Fund (historical cost at
31st December 2023 : £ 31,645)

Market Value	
2023	2022
£	£
353,758	319,159

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL
	£	£	£	£
6. Analysis of Net Asset Fund				
Fixed Assets	-	493,474	353,758	847,232
Current Assets	62,864	19,425	53	82,342
Current Liabilities	(1,000)	-	-	(1,000)
Long Term Loans	-	-	-	-
Fund Balance	61,864	512,899	353,811	928,574

7. Debtors

	2023	2022
	£	£
Prepayments of insurance	2,724	2,575
Gift Aid Claim	9,017	3,563
Other	2,800	-
	14,541	6,138

**8. Liabilities: Amounts Falling Due
Within One Year**

Parishioner Loans	-	-
Creditors for goods and services	1,000	1,030
	1,000	1,030

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2023**

9. Fund Details	Balance at 31/12/23 £
Restricted Funds	
St John's Building Reserve	493,474
St John's Fabric Fund	9,079
St Francis Fabric Fund	1,300
Music Fund	443
Vicar and Churchwardens' Discretionary Fund	6,086
St John's Social Committee	661
Wedding Advances	231
Memorial Window	350
Holiday at Home	1,275
Joyce Ralphs Bequest (St Francis)	-
Michael Abbiss Bequest (St Francis)	-
St Francis Vestments Fund	-
	<u>512,899</u>
Endowment Funds	
Centenary Fund	153,573
Rolph Bequest	47,562
Gulliver Bequest	28,573
Freeman-Rolph Fund	124,103
	<u>353,811</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2023**

10. Missions and Charitable Giving 2023

Beneficiary	Gross Donation £	Collection £	Allocation from PCC £
Bibles for Children	750		750
Bishop's Harvest for the Hungry Appeal	80	80	-
Childrens' Society	807	807	-
Churches Together in Hemel Hempstead	100	-	100
Disasters Emergency Committee	801	801	-
Churchyard Twinning	120	120	-
DENS	1,110	1,110	-
St Mungos	613	613	-
	<u>4,381</u>	<u>3,531</u>	<u>850</u>

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JOHN'S BOXMOOR**

ANNUAL REPORT AND ACCOUNTS

**FOR THE YEAR ENDED
31st DECEMBER 2022**

CHARITY REGISTERED NUMBER 1134844

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2022**

Contents	Pages
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Achievements and Performance	5
Financial Review	5
Trustees' Responsibilities	6
Report of the Independent Examiner	7
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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31st DECEMBER 2022**

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

Name of Charity:	THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR
Working Name:	PCC ST JOHN'S BOXMOOR
Charity Registered Number:	1134844
Date Registered:	11th March 2010
Governing Document:	Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules
Objects:	Promoting in the ecclesiastical parish the whole mission of The Church of England
Principal Office:	St John's Church Hall St John's Road HEMEL HEMPSTEAD Herts. HP1 1JY
Trustee:	The Parochial Church Council (PCC) The individual members of the PCC are Trustees and are listed on the next page
Independent Examiner:	Mr Roger Taylor
Bankers:	NATWEST BANK PLC 9 Bank Court HEMEL HEMPSTEAD Herts. HP1 1BS

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2022**

The Parochial Church Council (Trustees) 2022

Reverend Michael Macey	Vicar	Chairman
Rosie Akeroyd	Elected Member	
Christopher Angell	Elected Member	Hon. Treasurer
Phil Barton	Elected Member	
Glenn Clayton	Elected Member	Until 24th April 2022
Marion Cowe	Elected Member	
Sandy Cutts	Elected Member	From 24th April 2022
Marian Davies	Elected Member	Churchwarden
Dee Fisher	Elected Member	
Joanne Fisher	Deanery Representative	Deputy Churchwarden
Jean Garner	Elected Member	
Graham Gibbs	Deanery Representative	
Mark Harbour	Elected Member	
Lorraine Ioannou	Deanery Representative	
Carole Lewis	Elected Member	Reader
Anne Lyne	Elected Member	
James Proehl	Elected Member	
Job Rombout	Diocesan Representative	Churchwarden
Cathy Shaw	Elected Member	
Rosie Shaw	Elected Member	Deputy Churchwarden
Trevor Standen	Elected Member	
Di Tovey	Elected Member	

Daughter Churches

The Parish of St John's, Boxmoor, contains the daughter churches of St Stephen's, Chaulden, and St Francis of Assisi, Hammerfield.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2022**

STRUCTURE, GOVERNANCE AND MANAGEMENT

CONSTITUTION

The Parochial Church Council of the Ecclesiastical Parish of St John's Boxmoor is a body corporate whose Governing Document is the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules (2011).

APPOINTMENT OF TRUSTEES

Members of the Parochial Church Council (PCC) are also its Trustees unless otherwise stated. Under the Church Representation Rules, clergy, churchwardens and readers together with Deanery and Diocesan Representatives are members of the PCC.

A further fifteen lay members are elected by the members registered on the Electoral Roll at the Annual Parochial Church Meeting (APCM) . Elected Trustees shall hold office for three years with one third of their number standing for election each year.

In addition, there may be a maximum of two co-opted members as determined by the Trustees. Co-opted members may only serve until the next APCM

APPOINTMENT OF OFFICERS

In accordance with the Church Representation Rules, the minister of the parish shall be the Chairman.

Vice Chairmen and honorary officers are appointed at the first meeting of the PCC following the APCM.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2022**

OBJECTIVES AND ACTIVITIES

OBJECTS

The objects of the Charity are to promote in the ecclesiastical parish the whole mission of The Church of England.

The provision of grants, buildings, facilities and services with the object of enabling the mission of The Church of England to be fulfilled.

ACTIVITIES

The PCC resumed full meetings following the APCM in April 2021, having used an expanded Standing Committee to take operational decisions during the Covid-19 pandemic, largely on-line. During the year meetings reverted to in person and activities returned to their pre-pandemic pattern. Regular services of worship were maintained with enhanced pastoral activities to continue to encourage the congregation back into church. The popular 'OMO' (on my own) lunches, 'Friendship Teas', Tiny Tots, Messy Church and other Groups restarted or continued apace.

Following the pandemic, major fund raising activity was required to balance the books. This has continued and included a Summer Fete, Christmas Tree Festival, Countdown to Christmas Fair, New Year concert, quizzes, raffles and educational activities involving local schools. We also receive regular educational visits from local schools and host school carol services.

Our Director of Music has enhanced the musical side of our worship and guides an

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2022**

ACHIEVEMENTS AND PERFORMANCE

The Parochial Church Council (PCC) meets in principle on the second Tuesday of every other month, with the Standing Committee meeting, if required, in the alternate months. Detailed minutes are kept of all PCC meetings which are distributed to all PCC members and to any member on the church electoral roll on request. A shortened version of highlights from the PCC minutes is published, when practicable and appropriate, in the parish magazine.

As a matter of routine, the PCC approved minutes of previous meetings and monitored progress on action points. It also ratified decisions taken by the Standing Committee through approval of its minutes. Reports from the Vicar, Churchwardens and Treasurer have been received at each meeting. Progress on our new Mission Action Plan has also been monitored, each goal considered individually meeting by meeting. Reports have also been regularly received from our daughter churches and from the various PCC committees: Communications, Finance and Giving, Fundraising, St John's Hall, Music at St John's, Pastoral, Social, Worship and Youth. Reports were also received on the activities of the Deanery, Pray Hemel and Churches Together in Hemel Hempstead.

Substantive ad hoc matters considered by the PCC during the year included monitoring the relaxation of pandemic restrictions and the resumption of the Common Cup, a possible pastoral re-organisation, the teething troubles with the major project to install new streaming equipment into St John's and the related urgent need for a high-speed fibre internet connection, safeguarding, the planting of trees to mark the Queen's Platinum Jubilee, the acquisition of a defibrillator and the housing of Ukrainian refugees in the Curate's House.

The PCC also considered a paper on Succession Planning and acknowledged the difficulties that a lack of volunteers for key roles is likely to pose in the future. Initial consideration was also given to what the Parish might do to mark the 150th anniversary of St John's in 2024.

FINANCIAL REVIEW

The Parochial Church Council requires funds only for the achievement of its Objects. This includes the making of grants to suitable organisations, the provision of buildings and facilities plus the provision of services.

The PCC's policy is to maintain a General Fund for St John's and St Stephens together and separately for St Francis both with sufficient working capital to meet the next three month's budgeted expenditure. Restricted Funds have been established for specific purposes as detailed in Note 9 to the Accounts.

Other reserves comprise four Endowment Funds:

The Centenary Fund (established to provide for the maintenance, repair and extension of the Church, its fixtures and fittings) generates interest which is reinvested until required for the St John's Fabric Fund.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2022**

FINANCIAL REVIEW (Continued)

The Rolph Bequest provides an income stream for the support of assistant clergy in the Parish.

The Freeman-Rolph Fund provides income for use at the Incumbent's discretion to assist parishioners in need.

The Gulliver Bequest provides an income to St Francis' Church.

Apart from the income from endowments, the General Fund relies on Parishioner giving, donations, fees from weddings and funerals, Hall lettings and fundraising events.

Our finances were again adversely affected by the aftereffects of the Covid 19 pandemic. However, the financial results for 2022 showed continuing improvement over those for 2020 and 2021 for both St John's and St Stephen's and at St Francis', and most areas of income recovered further. As a result Parish Shares were met in full.

At St Francis the deficit on day to day activities (unrestricted funds) was reduced to roundly £400 whilst St John's and St Stephen's returned a surplus of over £17,700. This latter figure was, however, only achieved as a result of the receipt of a significant legacy and major one-off donations, without which we would have remained in deficit.

At St John's the Fabric Fund was used to pay for the installation of a new broadcast system, although the full benefits await optical fibre links reaching the church. A defibrillator was also acquired and installed at St John's, benefitting both Church and Hall users.

TRUSTEES' RESPONSIBILITIES

The Trustees are required to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of its profit or loss for that period. In preparing those accounts 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 the policies adopted are in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015) and with applicable accounting standards, subject to any material departures disclosed and explained in the accounts;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder. The Trustees 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.

Approved by the Standing Committee on behalf of the Parochial Church Council on 13th June 2023 and signed on its behalf:

M.Macey

**Rev'd Michael Macey
Chairman**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**INDEPENDENT EXAMINERS REPORT
TO THE PCC OF THE ECCLESIASTICAL PARISH OF ST JOHN'S, BOXMOOR
FOR THE YEAR ENDED 31st DECEMBER 2022**

This report on the Financial Statements of the PCC for the year ended 31 December 2021 which are set out on pages 8 to 14 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and Section 144(2) of the Act do not apply. It is my responsibility to examine the Financial Statements under section 145 of the Act; follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act and 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. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the Financial Statements and seeking explanations from you as trustees concerning any 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 accounts.

Independent examiners 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 Act; and
 - to prepare accounting records which accord with the accounting records and to comply with the requirements of the Act and the Regulationshave 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.

Signed:

R.Taylor

**Roger Martin Taylor
8, Varney Road
Hemel Hempstead
HP1 2LB**

Dated: 30/3/23

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2022 £	TOTAL 2021 £
Incoming Resources						
Incoming resources from donors	2a	117,320	1,545	-	118,865	98,309
Other voluntary incoming resources	2b	19,928	1,573	-	21,501	45,211
Income from charitable and ancillary trading	2c	60,472	-	-	60,472	21,268
Other ordinary incoming resources	2d	-	-	-	-	-
Income from investments	2e	4,402	1,293	-	5,695	5,276
Total Incoming Resources		202,122	4,411	-	206,533	170,064
Resources Expended						
Grants	3a	4,441	-	-	4,441	3,033
Activities directly relating to the work of the church	3b	164,654	6,692	-	171,346	143,716
Fund-raising and publicity	3c	3,460	164	-	3,624	4,676
Church management and administration	3d	12,160	-	-	12,160	9,458
Total Resources Expended		184,715	6,856	-	191,571	160,883
Net Incoming / (Outgoing) Resources		17,407	(2,445)	-	14,962	9,181
Gains and Losses on Investments						
realised		-	-	-	-	-
unrealised		-	-	(38,045)	(38,045)	48,397
Net Movement in Funds		17,407	(2,445)	(38,045)	(23,083)	57,578
Balances brought forward at 1st January 2022 (2021)		46,656	514,904	357,256	918,816	861,238
Transfers between Funds		-	-	-	-	-
Balances carried forward		64,063	512,459	319,211	895,733	918,816

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**BALANCE SHEET
AS AT 31st DECEMBER 2022**

	Note	2022 £	2021 £
Fixed Assets			
Tangible fixed assets	5a	493,474	493,474
Investment Assets	5b	319,159	357,204
		<u>812,633</u>	<u>850,678</u>
Current Assets			
Stock		-	-
Debtors	7	6,138	6,092
Short Term Deposits		8,709	8,596
Cash at bank and in hand		69,283	54,450
		<u>84,130</u>	<u>69,138</u>
Liabilities: Amounts falling due within 1 year	8	(1,030)	(1,000)
Net Current Assets		<u>83,100</u>	<u>68,138</u>
Long Term Loans		-	-
Net Assets		<u>895,733</u>	<u>918,816</u>
Funds			
	6 & 9		
Unrestricted		64,063	46,656
Restricted		512,459	514,904
Endowment		319,211	357,256
		<u>895,733</u>	<u>918,816</u>

The notes on the following pages form part of these accounts

Approved by the Standing Committee on behalf of the Parochial Church Council on 13 June 2023 and signed on its behalf:

M.Macey

Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2022**

1. Accounting Policies

The accounts are prepared on an accruals basis, in accordance with the Church Accounting Regulations 1997

The accounts also comply with the Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015); Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder; and with applicable accounting standards.

The accounts are prepared under the historical cost convention

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2022 £	FUNDS 2021 £
2. Incoming Resources					
<i>2a. Incoming resources from donors</i>					
Planned giving	74,941	-	-	74,941	77,034
Collections(open plate) at all services	19,587	-	-	19,587	14,912
Sundry donations	22,792	1,545	-	24,337	6,363
	<u>117,320</u>	<u>1,545</u>	<u>-</u>	<u>118,865</u>	<u>98,309</u>
<i>2b. Other voluntary incoming resources</i>					
Appeals	3,266	1,573	-	4,839	16,439
Legacies	5,000	-	-	5,000	15,000
Fêtes & other fund raising events	11,662	-	-	11,662	13,772
	<u>19,928</u>	<u>1,573</u>	<u>-</u>	<u>21,501</u>	<u>45,211</u>
<i>2c. Income from charitable and ancillary trading</i>					
Magazines	1,907	-	-	1,907	1,755
Coffee	1,078	-	-	1,078	335
Church halls lettings etc	23,937	-	-	23,937	8,605
Fees	31,500	-	-	31,500	9,264
Merchandising & Printing	2,050	-	-	2,050	1,309
	<u>60,472</u>	<u>-</u>	<u>-</u>	<u>60,472</u>	<u>21,268</u>
<i>2d. Other ordinary incoming resources</i>					
Insurance claims & settlements	-	-	-	-	-
<i>2e. Income from investments</i>					
Dividends and interest including any reclaimed tax	4,402	1,293	-	5,695	5,276
	<u>4,402</u>	<u>1,293</u>	<u>-</u>	<u>5,695</u>	<u>5,276</u>
Total Incoming Resources	<u>202,122</u>	<u>4,411</u>	<u>-</u>	<u>206,533</u>	<u>170,064</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2022

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2022 £	FUNDS 2021 £
3. Resources Expended					
<i>3a. Grants</i>					
Missionary & charitable giving:					
Church overseas					
missionary societies	-	-	-	-	-
relief & development agencies	690	-	-	690	220
Home missions & other Church Societies	3,751	-	-	3,751	2,813
	<u>4,441</u>	<u>-</u>	<u>-</u>	<u>4,441</u>	<u>3,033</u>
<i>3b. Activities directly relating to work of the Church</i>					
Ministry: diocesan parish share	88,151	-	-	88,151	88,343
clergy expenses	5,212	-	-	5,212	4,675
Church - running expenses	49,986	-	-	49,986	26,991
Church maintenance & Repairs	5,009	6,692	-	11,701	9,447
Expenditure on parish magazine	1,048	-	-	1,048	1,047
Church hall running costs	3,020	-	-	3,020	1,127
Music	12,228	-	-	12,228	12,086
	<u>164,654</u>	<u>6,692</u>	<u>-</u>	<u>171,346</u>	<u>143,716</u>
<i>3c. Fund-raising and publicity</i>					
Costs of fêtes and other fund-raising events	3,460	164	-	3,624	4,676
<i>3d. Church management and administration</i>					
Administration:					
Printing & stationery	4,916	-	-	4,916	3,972
Telephones	651	-	-	651	346
Administrator	6,593	-	-	6,593	5,140
Loan interest & costs	-	-	-	-	-
	<u>12,160</u>	<u>-</u>	<u>-</u>	<u>12,160</u>	<u>9,458</u>
Total Resources Expended	<u>184,715</u>	<u>6,856</u>	<u>-</u>	<u>191,571</u>	<u>160,883</u>

4. Staff Costs

Music expenses include payments made to St John's Director of Music and Administration costs include payments made to the Parish Administrator. Church hall running costs include payments made to the St John's Hall caretaker and Hall cleaner.

No National Insurance or pension contributions were payable in respect of any of them in 2022 or 2021

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2022**

5. Fixed Assets for use by the PCC

5a. *Tangible fixed assets*

Buildings - St John`s Hall & West End £493,474 (2021 £493,474)

5b. *Investments*

15,459 shares in the CBF Investment
Fund (historical cost at
31st December 2022 : £27,522)

Market Value	
2022	2021
£	£
319,159	357,204

6. Analysis of Net Asset Fund	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL £
Fixed Assets	-	493,474	319,159	812,633
Current Assets	65,093	18,985	52	84,130
Current Liabilities	(1,030)	-	-	(1,030)
Long Term Loans	-	-	-	-
Fund Balance	64,063	512,459	319,211	895,733

7. Debtors

	2022 £	2021 £
Prepayments of insurance	2,575	2,348
Gift Aid Claim	3,563	3,744
Other	-	-
	<u>6,138</u>	<u>6,092</u>

**8. Liabilities: Amounts Falling Due
Within One Year**

Parishioner Loans	-	-
Creditors for goods and services	1,030	1,000
	<u>1,030</u>	<u>1,000</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2022**

9. Fund Details	Balance at 31/12/22 £
Restricted Funds	
St John's Building Reserve	493,474
St John's Fabric Fund	5,736
St Francis Fabric Fund	-
Music Fund	329
Vicar and Churchwardens' Discretionary Fund	8,202
St John's Social Committee	393
Wedding Advances	1,400
Memorial Window	350
Holiday at Home	1,275
Joyce Ralphs Bequest (St Francis)	1,000
Michael Abbiss Bequest (St Francis)	300
St Francis Vestments Fund	-
	<u>512,459</u>
Endowment Funds	
Centenary Fund	136,330
Rolph Bequest	43,439
Gulliver Bequest	26,096
Freeman-Rolph Fund	113,346
	<u>319,211</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2022

10. Missions and Charitable Giving 2022

Beneficiary	Gross Donation £	Collection £	Allocation from PCC £
Bibles for Children	764	14	750
Bishop's Harvest for the Hungry Appeal	236	236	-
Childrens' Society	814	814	-
Churches Together in Hemel Hempstead	80	-	80
Disasters Emergency Committee	690	690	-
Hospice of St Francis	440	140	300
DENS	686	686	-
St Mungos	686	686	-
	<u>4,396</u>	<u>3,266</u>	<u>1,130</u>

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST JOHN'S BOXMOOR**

ANNUAL REPORT AND ACCOUNTS

**FOR THE YEAR ENDED
31st DECEMBER 2021**

CHARITY REGISTERED NUMBER 1134844

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2021**

Contents	Pages
Trustees Annual Report	
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Achievements and Performance	5
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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31st DECEMBER 2021**

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

Name of Charity:	THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR
Working Name:	PCC ST JOHN'S BOXMOOR
Charity Registered Number:	1134844
Date Registered:	11th March 2010
Governing Document:	Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules
Objects:	Promoting in the ecclesiastical parish the whole mission of The Church of England
Principal Office:	St John's Church Hall St John's Road HEMEL HEMPSTEAD Herts. HP1 1JY
Trustee:	The Parochial Church Council (PCC) The individual members of the PCC are Trustees and are listed on the next page
Independent Examiner:	Mr Roger Taylor
Bankers:	NATWEST BANK PLC 9 Bank Court HEMEL HEMPSTEAD Herts. HP1 1BS

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2021

The Parochial Church Council (Trustees) 2021

Reverend Michael Macey	Vicar	Chairman
Rosie Akeroyd	Elected Member	
Christopher Angell	Elected Member	Hon. Treasurer
Phil Barton	Elected Member	
Glenn Clayton	Elected Member	
Marion Cowe	Elected Member	
Marian Davies	Elected Member	Churchwarden
Dee Fisher	Elected Member	
Joanne Fisher	Deanery Representative	Deputy Churchwarden
Jean Garner	Elected Member	
Graham Gibbs	Deanery Representative	
Mark Harbour	Elected Member	
Lorraine Ioannou	Deanery Representative	
Carole Lewis	Co-opted Member - Reader	
Anne Lyne	Elected Member	From 25 April 2021
David Martin	Elected Member	Until 25 April 2021
James Proehl	Elected Member	
Job Rombout	Diocesan Representative	Churchwarden
Cathy Shaw	Elected Member	
Rosie Shaw	Elected Member	Deputy Churchwarden
Trevor Standen	Elected Member	
Di Tovey	Elected Member	

Daughter Churches

The Parish of St John's, Boxmoor, contains the daughter churches of St Stephen's, Chaulden, and St Francis of Assisi, Hammerfield.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

CONSTITUTION

The Parochial Church Council of the Ecclesiastical Parish of St John's Boxmoor is a body corporate whose Governing Document is the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules (2011).

APPOINTMENT OF TRUSTEES

Members of the Parochial Church Council (PCC) are also its Trustees unless otherwise stated. Under the Church Representation Rules, clergy, churchwardens and readers together with Deanery and Diocesan Representatives are members of the PCC.

A further fifteen lay members are elected by the members registered on the Electoral Roll at the Annual Parochial Church Meeting (APCM) . Elected Trustees shall hold office for three years with one third of their number standing for election each year.

In addition, there may be a maximum of two co-opted members as determined by the Trustees. Co-opted members may only serve until the next APCM

APPOINTMENT OF OFFICERS

In accordance with the Church Representation Rules, the minister of the parish shall be the Chairman.

Vice Chairmen and honorary officers are appointed at the first meeting of the PCC following the APCM.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2021**

OBJECTIVES AND ACTIVITIES

OBJECTS

The objects of the Charity are to promote in the ecclesiastical parish the whole mission of The Church of England.

The provision of grants, buildings, facilities and services with the object of enabling the mission of The Church of England to be fulfilled.

ACTIVITIES

The PCC resumed full meetings following the APCM in April 2021, having used an expanded Standing Committee to take operational decisions during the Covid-19 pandemic. During the year activities gradually built up to their pre-pandemic velocity. Regular services of worship recommenced with enhanced pastoral activities to encourage the congregation back into church. The popular 'OMO' (on my own) lunches and 'Friendship Teas' started afresh as well as some childrens' events.

Following the pandemic, major fund raising activity has been required to balance the books. This has included a Summer Fete, Christmas Tree Festival, Countdown to Christmas Fair, New Year concert, quizzes, raffles and educational activities involving local schools. We also receive regular educational visits from local schools and host school carol services.

Our Director of Music has enhanced the musical side of our worship and guides an active church choir.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2021**

ACHIEVEMENTS AND PERFORMANCE

The Parochial Church Council (PCC) meets in principle on the second Tuesday of every other month, with the Standing Committee meeting, if required, in the alternate months. Detailed minutes are kept of all PCC meetings which are distributed to all PCC members and to any member on the church electoral roll on request. A shortened version of highlights from the PCC minutes is published when practicable, in the parish magazine. Following the pandemic restrictions, normal meetings of the PCC recommenced following the 2021 APCM.

During 2021 the primary task of the PCC was to manage the parish's operation during the pandemic and to supervise its journey from pandemic conditions back to "new normal". The PCC also drew up from scratch a new Mission Action Plan ("MAP") to focus on our priorities and it put in place the means to ensure that all the MAP goals would be met over the period of the Plan. It also supervised the introduction of new streaming equipment into St John's church and some structural changes to the choir stalls in St John's. In addition, it monitored the hands-on activities of several PCC committees, including the critical activities of the Finance and Fundraising Committees. The PCC also undertook the more routine but important activities of overseeing our financial position, complying with safeguarding legislation, and the normalisation of the Parish's rich prayer and common lives post-pandemic.

The Standing Committee reverted to its traditional role as soon as the PCC resumed normal meetings. Detailed minutes are kept of Standing Committee meetings, which are then considered for endorsement at the subsequent PCC meeting.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2021

FINANCIAL REVIEW

The Parochial Church Council requires funds only for the achievement of its Objects. This includes

The PCC's policy is to maintain a General Fund for St John's and St Stephens together and separately for St Francis both with sufficient working capital to meet the next three month's budgeted expenditure. Restricted Funds have been established for specific purposes as detailed in Note 9 to the Accounts.

Other reserves comprise four Endowment Funds:

The Centenary Fund (established to provide for the maintenance, repair and extension of the Church, its fixtures and fittings) generates interest which is reinvested until required for the St John's Fabric Fund.

The Rolph Bequest provides an income stream for the support of assistant clergy in the Parish.

The Freeman-Rolph Fund provides income for use at the Incumbent's discretion to assist parishioners in need.

The Gulliver Bequest provides an income to St Francis' Church.

Apart from the income from endowments, the General Fund relies on Parishioner giving, donations, fees from weddings and funerals, Hall lettings and fundraising events.

Our finances were again adversely affected by the Covid 19 pandemic, and the consequent restrictions imposed on our activities. Happily, the financial results for 2021 showed considerable improvement over those for 2020 for both St John's and St Stephen's and at St Francis', and all areas of income recovered to some degree. Halls reopened, services restarted, Fee income rose and Fundraising resumed in earnest, whilst Planned Giving improved following a Stewardship campaign. Expenditure remained constrained and, as a result, the surplus built up over 2020 by withholding Parish Share payments for St John's and St Stephen's proved sufficient to avoid cashflow difficulties and enable a full Share to be paid in 2021. St Francis were again able to meet their Share in full.

Despite this both sets of accounts revealed a deficit on day to day activities (unrestricted funds) £3,006 at St Francis and £10,147 at St John's and St Stephen's, which is not a sustainable position in the long-term. However, budgets for 2022 envisage a return to break-even and legacy and major donation early in 2022 should ensure cashflow is not an issue while activities return to pre-pandemic levels.

The St John's Fabric Fund benefitted from two legacies and significant donations which enabled the boiler replacement project to be completed, with all loans repaid, and sufficient funds were in hand to proceed with the installation of a Broadcast System which should be complete during 2022.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2021

TRUSTEES' RESPONSIBILITIES

The Trustees are required to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of its profit or loss for that period. In preparing those accounts 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 the policies adopted are in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015) and with applicable accounting standards, subject to any material departures disclosed and explained in the accounts;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder. The Trustees 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.

Approved by the Parochial Church Council on 15th March 2022 and signed on its behalf:

M.Macey

Rev'd Michael Macey
Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**INDEPENDENT EXAMINERS REPORT
TO THE PCC OF THE ECCLESIASTICAL PARISH OF ST JOHN'S, BOXMOOR
FOR THE YEAR ENDED 31st DECEMBER 2021**

This report on the Financial Statements of the PCC for the year ended 31 December 2021 which are set out on pages 8 to 14 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and Section 144(2) of the Act do not apply. It is my responsibility to examine the Financial Statements under section 145 of the Act; follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the Act and 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. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the Financial Statements and seeking explanations from you as trustees concerning any 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 accounts.

Independent examiners 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 Act; and
 - to prepare accounting records which accord with the accounting records and to comply with the requirements of the Act and the Regulationshave 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.

Signed:

R.Taylor

**Roger Martin Taylor
8, Varney Road
Hemel Hempstead
HP1 2LB**

Dated: 8th April 2022

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2021**

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2021 £	TOTAL 2020 £
Incoming Resources						
Incoming resources from donors	2a	98,309	-	-	98,309	91,417
Other voluntary incoming resources	2b	18,728	26,483	-	45,211	9,730
Income from charitable and ancillary trading	2c	21,268	-	-	21,268	21,582
Other ordinary incoming resources	2d	-	-	-	-	260
Income from investments	2e	4,026	1,250	-	5,276	5,138
Total Incoming Resources		142,331	27,733	-	170,064	128,127
Resources Expended						
Grants	3a	3,033	-	-	3,033	2,526
Activities directly relating to the work of the church	3b	138,317	5,399	-	143,716	82,787
Fund-raising and publicity	3c	4,676	-	-	4,676	1,582
Church management and administration	3d	9,458	-	-	9,458	10,098
Total Resources Expended		155,484	5,399	-	160,883	96,993
Net Incoming / (Outgoing) Resources		(13,153)	22,334	-	9,181	31,134
Gains and Losses on Investments						
realised		-	-	-	-	-
unrealised		-	-	48,397	48,397	23,419
Net Movement in Funds		(13,153)	22,334	48,397	57,578	54,553
Balances brought forward at 1st January 2021 (2020)		59,809	492,570	308,859	861,238	806,685
Transfers between Funds		-	-	-	-	-
Balances carried forward		46,656	514,904	357,256	918,816	861,238

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**BALANCE SHEET
AS AT 31st DECEMBER 2021**

	Note	2021 £	2020 £
Fixed Assets			
Tangible fixed assets	5a	493,474	493,474
Investment Assets	5b	357,204	308,807
		<u>850,678</u>	<u>802,281</u>
Current Assets			
Stock		-	-
Debtors	7	6,092	6,390
Short Term Deposits		8,596	8,592
Cash at bank and in hand		54,450	55,975
		<u>69,138</u>	<u>70,957</u>
Liabilities: Amounts falling due within 1 year	8	(1,000)	(12,000)
Net Current Assets		<u>68,138</u>	<u>58,957</u>
Long Term Loans		-	-
Net Assets		<u>918,816</u>	<u>861,238</u>
Funds			
	6 & 9		
Unrestricted		46,656	59,809
Restricted		514,904	492,570
Endowment		357,256	308,859
		<u>918,816</u>	<u>861,238</u>

The notes on the following pages form part of these accounts

Approved by the Standing Committee on behalf of the Parochial Church Council on 24 April 2022
and signed on its behalf:

M.Macey

Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2021**

1. Accounting Policies

The accounts are prepared on an accruals basis, in accordance with the Church Accounting Regulations 1997

The accounts also comply with the Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015); Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder; and with applicable accounting standards.

The accounts are prepared under the historical cost convention

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2021 £	FUNDS 2020 £
2. Incoming Resources					
<i>2a. Incoming resources from donors</i>					
Planned giving	77,034	-	-	77,034	72,318
Collections(open plate) at all services	14,912	-	-	14,912	11,036
Sundry donations	6,363	-	-	6,363	8,063
	<u>98,309</u>	<u>-</u>	<u>-</u>	<u>98,309</u>	<u>91,417</u>
<i>2b. Other voluntary incoming resources</i>					
Appeals	-	16,439	-	16,439	5,012
Legacies	5,000	10,000	-	15,000	-
Fêtes & other fund raising events	13,728	44	-	13,772	4,718
	<u>18,728</u>	<u>26,483</u>	<u>-</u>	<u>45,211</u>	<u>9,730</u>
<i>2c. Income from charitable and ancillary trading</i>					
Magazines	1,755	-	-	1,755	1,998
Coffee	335	-	-	335	450
Church halls lettings etc	8,605	-	-	8,605	7,051
Fees	9,264	-	-	9,264	9,987
Merchandising & Printing	1,309	-	-	1,309	2,096
	<u>21,268</u>	<u>-</u>	<u>-</u>	<u>21,268</u>	<u>21,582</u>
<i>2d. Other ordinary incoming resources</i>					
Insurance claims & settlements	-	-	-	-	260
<i>2e. Income from investments</i>					
Dividends and interest including any reclaimed tax	4,026	1,250	-	5,276	5,138
Total Incoming Resources	<u>142,331</u>	<u>27,733</u>	<u>-</u>	<u>170,064</u>	<u>128,127</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2021**

3. Resources Expended	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2021 £	FUNDS 2020 £
<i>3a. Grants</i>					
Missionary & charitable giving:					
Church overseas					
missionary societies	-	-	-	-	-
relief & development agencies	220	-	-	220	190
Home missions & other Church Societies	2,813	-	-	2,813	2,336
	<u>3,033</u>	<u>-</u>	<u>-</u>	<u>3,033</u>	<u>2,526</u>
<i>3b. Activities directly relating to work of the Church</i>					
Ministry: diocesan parish share	88,343	-	-	88,343	39,986
clergy expenses	4,675	-	-	4,675	2,411
Church - running expenses	26,991	-	-	26,991	23,310
Church maintenance & Repairs	4,048	5,399	-	9,447	5,033
Expenditure on parish magazine	1,047	-	-	1,047	1,000
Church hall running costs	1,127	-	-	1,127	1,972
Music	12,086	-	-	12,086	9,006
	<u>138,317</u>	<u>5,399</u>	<u>-</u>	<u>143,716</u>	<u>82,718</u>
<i>3c. Fund-raising and publicity</i>					
Costs of fêtes and other fund-raising events	4,676	-	-	4,676	1,582
<i>3d. Church management and administration</i>					
Administration:					
Printing & stationery	3,972	-	-	3,972	4,656
Telephones	346	-	-	346	333
Administrator	5,140	-	-	5,140	5,109
Loan interest & costs	-	-	-	-	-
	<u>9,458</u>	<u>-</u>	<u>-</u>	<u>9,458</u>	<u>10,098</u>
Total Resources Expended	<u>155,484</u>	<u>5,399</u>	<u>-</u>	<u>160,883</u>	<u>96,924</u>

4. Staff Costs

Music expenses include payments made to St John's Director of Music and Administration costs include payments made to the Parish Administrator. Church hall running costs include payments made to the St John's Hall caretaker and Hall cleaner.

No National Insurance or pension contributions were payable in respect of any of them in 2021 or 2020

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2021**

5. Fixed Assets for use by the PCC

5a. *Tangible fixed assets*

Buildings - St John`s Hall & West End £493,474 (2020 £493,474)

5b. *Investments*

15,274 shares in the CBF Investment
Fund (historical cost at
31st December 2021 : £23,538)

Market Value	
2021	2020
£	£
357,204	308,807

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL
	£	£	£	£
6. Analysis of Net Asset Fund				
Fixed Assets	-	493,474	357,204	850,678
Current Assets	47,656	21,430	52	69,138
Current Liabilities	(1,000)	-	-	(1,000)
Long Term Loans	-	-	-	-
Fund Balance	46,656	514,904	357,256	918,816

7. Debtors

	2021	2020
	£	£
Prepayments of insurance	2,348	2,315
Gift Aid Claim	3,744	4,075
Other	-	-
	6,092	6,390

**8. Liabilities: Amounts Falling Due
Within One Year**

Parishioner Loans	-	11,000
Creditors for goods and services	1,000	1,000
	1,000	12,000

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2021**

9. Fund Details	Balance at 31/12/21 £
Restricted Funds	
St John's Building Reserve	493,474
St John's Fabric Fund	9,729
St Francis Fabric Fund	-
Music Fund	260
Vicar and Churchwardens' Discretionary Fund	6,909
St John's Social Committee	557
Wedding Advances	1,400
Holiday at Home	1,275
Joyce Ralphs Bequest (St Francis)	1,000
Michael Abbiss Bequest (St Francis)	300
St Francis Vestments Fund	-
	<u>514,904</u>
Endowment Funds	
Centenary Fund	150,096
Rolph Bequest	49,206
Gulliver Bequest	29,561
Freeman-Rolph Fund	128,393
	<u>357,256</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2021

10. Missions and Charitable Giving 2021

Beneficiary	Gross Donation £	Collection £	Allocation from PCC £
Bibles for Children	500	96	404
Bishop's Harvest for the Hungry Appeal	220	220	-
Childrens' Society	556	556	-
Churches Together in Hemel Hempstead	80	-	80
Hospice of St Francis	416	416	-
DENS	740	740	-
St Mungos	521	521	-
	<u>3,033</u>	<u>2,549</u>	<u>484</u>

Accounts

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL
PARISH OF ST JOHN'S BOXMOOR**

ANNUAL REPORT AND ACCOUNTS

**FOR THE YEAR ENDED
31st DECEMBER 2020**

CHARITY REGISTERED NUMBER 1134844

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2020**

Contents	Pages
Trustees Annual Report	
Reference and Administrative Details	1
Structure, Governance and Management	3
Objects and Activities	4
Achievements and Performance	4
Financial Review	5
Trustees' Responsibilities	6
Report of the Independent Examiner	7
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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED 31st DECEMBER 2020**

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS

Name of Charity: THE PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF ST
JOHN'S BOXMOOR

Working Name: PCC ST JOHN'S BOXMOOR

Charity Registered Number: 1134844

Date Registered: 11th March 2010

Governing Document: Parochial Church Council Powers Measure
(1956) as amended and Church
Representation Rules

Objects: Promoting in the ecclesiastical parish the
whole mission of The Church of England

Principal Office: St John's Church Hall
St John's Road
HEMEL HEMPSTEAD
Herts. HP1 1JY

Trustee: The Parochial Church Council (PCC)
The individual members of the PCC are
Trustees and are listed on the next page

Independent Examiner: Mr Roger Taylor

Bankers: NATWEST BANK PLC
9 Bank Court
HEMEL HEMPSTEAD
Herts. HP1 1BS

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2020

The Parochial Church Council (Trustees) 2020

All members of the Parochial Church Council (PCC) are Trustees.

Reverend Michael Macey	Vicar	Chairman
Rosie Akeroyd	Elected Member	
Christopher Angell	Elected Member	Hon. Treasurer
Phil Barton	Elected Member	From 11th October 2020
Susan Brown	Elected Member	Until 11th October 2020
Glenn Clayton	Elected Member	From 11th October 2020
Marion Cowe	Elected Member	
Marian Davies	Elected Member	Churchwarden from 11th October 2020
Joanne Fisher	Deanery Representative	Deputy Churchwarden
Jean Garner	Elected Member	
Graham Gibbs	Deanery Representative	
Philippa Graham	Elected Member	Until 11th October 2020
Mark Harbour	Elected Member	
Lorraine Ioannou	Deanery Representative	
Carole Lewis	Co-opted Member - Reader	
David Martin	Elected Member	
Janet Packe	Elected Member	Until 11th October 2020
James Proehl	Elected Member	4
Job Rombout	Diocesan Representative	Churchwarden
Cathy Shaw	Elected Member	
Rosie Shaw	Elected Member	Deputy Churchwarden from 11th October 2020
Trevor Standen	Elected Member	
Di Tovey	Elected Member	

Daughter Churches

The Parish of St John's, Boxmoor, contains the daughter churches of St Stephen's, Chaulden, and St Francis of Assisi, Hammerfield.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

CONSTITUTION

The Parochial Church Council of the Ecclesiastical Parish of St John's Boxmoor is a body corporate whose Governing Document is the Parochial Church Council Powers Measure (1956) as amended and the Church Representation Rules (2011).

APPOINTMENT OF TRUSTEES

Members of the Parochial Church Council (PCC) are also its Trustees unless otherwise stated. Under the Church Representation Rules, clergy, churchwardens and readers together with Deanery and Diocesan Representatives are members of the PCC.

A further fifteen lay members are elected by the members registered on the Electoral Roll at the Annual Parochial Church Meeting (APCM) . Elected Trustees shall hold office for three years with one third of their number standing for election each year.

In addition, there may be a maximum of two co-opted members as determined by the Trustees. Co-opted members may only serve until the next APCM

APPOINTMENT OF OFFICERS

In accordance with the Church Representation Rules, the minister of the parish shall be the Chairman.

Vice Chairmen and honorary officers are appointed at the first meeting of the PCC following the APCM.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2020

OBJECTIVES AND ACTIVITIES

OBJECTS

The objects of the Charity are to promote in the ecclesiastical parish the whole mission of The Church of England.

The provision of grants, buildings, facilities and services with the object of enabling the mission of The Church of England to be fulfilled.

ACTIVITIES

2020 was heavily impacted by the Covid-19 pandemic and the restrictions introduced to contain it. In a "normal" year, in addition to the regular services of worship, the charity organises a large range of events for the benefit of the local parish and also to raise funds for its grant making activities. Such events include regular 'OMO' lunches and 'Friendship Teas' for parishioners living alone. St John's also receives regular educational visits from local school classes throughout the year and especially for Christmas carol services.

Major fund raising drives enable the PCC to "balance the books" and undertake capital projects. Popular events associated with this activity have included a Summer Fete, Christmas Tree Festival, Countdown to Christmas Fair, Music Festival, New Year concert, quizzes, a grand draw and a 'Unisong' day involving local schools.

St John's has an active choir, both junior trebles and adults under the direction of a permanent Director of Music.

ACHIEVEMENTS AND PERFORMANCE

The Parochial Church Council (PCC) meets in principle on the second Tuesday of every other month, with its Standing Committee meeting, if required, in the alternate months. Minutes are kept of all PCC meetings which are distributed to all PCC members and to any member on the church electoral roll on request. A shortened version of the PCC minutes is published in the church magazine when appropriate. However, there was only one meeting of the full PCC during 2020, as, after the January meeting the Covid-19 Pandemic struck and all meetings of the PCC and its various committees went into abeyance. By April it was apparent that this was not going to be a short-lived affair and that restrictions would be in place for some time. The Vicar therefore called upon the Standing Committee to meet on "Zoom" and to act on behalf of the PCC, thus fulfilling one of the functions of the Standing Committee.

Throughout the remainder of the year the Standing Committee met each month to ensure that:

1. the Parish was complying with the relevant Covid-19 restrictions
2. our financial position was monitored, endorsing the difficult decision to suspend paying Parish Share to the Diocese so as not to be overdrawn at the bank
3. we continued to comply with Safeguarding legislation
4. plans for re-opening churches for private prayer and subsequently public worship were scrutinised and approved
5. our common life was as rich as it could be during these strange times

The Standing Committee was also augmented by 3 additional members of the PCC to bring a little more depth of experience and expertise to the fore whilst not making meetings too populated thus making a meeting on "Zoom" unworkable. Most meetings lasted an hour. Plans were put in place to review our Mission Action Plan in early 2021 to ensure that as we emerge from the Pandemic we are aware of our priorities and the work to be undertaken.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

TRUSTEES' ANNUAL REPORT (CONTINUED) FOR THE YEAR ENDED 31st DECEMBER 2020

FINANCIAL REVIEW

The Parochial Church Council requires funds only for the achievement of its Objects. This includes the making of grants to suitable organisations, the provision of buildings and facilities plus the provision of services.

The PCC's policy is to maintain a General Fund for St John's and St Stephens together and separately for St Francis both with sufficient working capital to meet the next three month's budgeted expenditure. Restricted Funds have been established for specific purposes as detailed in Note 9 to the Accounts.

Other reserves comprise four Endowment Funds:

The Centenary Fund (established to provide for the maintenance, repair and extension of the Church, its fixtures and fittings) generates interest which is reinvested until required for the St John's Fabric Fund.

The Rolph Bequest provides an income stream for the support of assistant clergy in the Parish.

The Freeman-Rolph Fund provides income for use at the Incumbent's discretion to assist parishioners in need.

The Gulliver Bequest provides an income to St Francis' Church.

Apart from the income from endowments, the General Fund relies on Parishioner giving, donations, fees from weddings and funerals, Hall lettings and fundraising events.

2020 was an exceptional year. Until the end of March we were closely matching our budgets and all appeared well for another "break-even" year. Then Covid-19 struck and our finances were thrown into turmoil.

Happily, Planned Giving held up and increased donations largely offset the loss of collections whilst our churches were closed. However, with all three Church Halls closed for 9 months, income from that source, and on which we rely to balance our books, ceased abruptly leaving us more than £17,000 short across the Parish over the year. Fundraising was similarly heavily curtailed costing us a further £14,000. Severe restrictions on weddings and funerals reduced fees by nearly £3,000.

Despite some expenditure savings being possible the PCC was faced with the prospect of rapidly running out of money and close monitoring of monthly cashflow reports became the order of the day. To prevent bankruptcy a plan was agreed under which St Francis paid their Parish Share in full but St John's withheld theirs after the first four monthly installments had been paid until major essential costs, such as insurance, had been met. As the year progressed it became apparent our Churches and Church Halls would remain closed well into 2021 and so it was decided to further limit the payment of Parish Share to facilitate the building up of an additional year-end cash reserve to cover expenditure in the first quarter of 2021. In the event five monthly payments of Parish Share were made and a temporary reserve of nearly £32,000 created. The hope is that our 2021 Parish Share requests will be met in full, but much depends on our Halls re-opening and fundraising being possible and successful. Whilst the short-term expedient of withholding Parish Share saw us through 2020 it is not a viable course of action in the longer term as clergy are paid from our contributions and Diocesan reserves are limited. We cannot risk being without clergy support and so the PCC have planned a major Stewardship campaign for 2021 in an attempt to raise Planned Giving

**TRUSTEES' ANNUAL REPORT (CONTINUED)
FOR THE YEAR ENDED 31st DECEMBER 2020**

FINANCIAL REVIEW (Continued)

to match Parish Share requests and an aggressive fundraising programme to help cover other costs. The PCC has also been advised of two legacies which should enable them to clear the outstanding Parishioner Boiler Project loans and re-float our Fabric Funds without a further call on the General Fund; but 2021 remains set to be another difficult year, and making the Parish finances sustainable will be a priority.

TRUSTEES' RESPONSIBILITIES

The Trustees are required to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Charity and of its profit or loss for that period. In preparing those accounts 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 the policies adopted are in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015) and with applicable accounting standards, subject to any material departures disclosed and explained in the accounts;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the accounts comply with the Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder. The Trustees 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.

Approved by the Standing Committee on behalf of the Parochial Church Council on 13th April 2021 and signed on its behalf:

M.Macey

**Rev'd Michael Macey
Chairman**

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**INDEPENDENT EXAMINERS REPORT
TO THE PCC OF THE ECCLESIASTICAL PARISH OF ST JOHN'S, BOXMOOR
FOR THE YEAR ENDED 31st DECEMBER 2020**

This report on the Financial Statements of the PCC for the year ended 31 December 2020 which are set out on pages 8 to 14 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the Act').

Respective responsibilities of trustees and examiner

As the members of the PCC you are responsible for the preparation of the Financial Statements; you consider that the audit requirement of the Regulations and Section 144(2) of the Act do not apply. It is my responsibility to examine the Financial Statements under section 145 of the Act; follow the procedures laid down in the General

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the Financial Statements and seeking explanations from you as trustees concerning any 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 accounts.

Independent examiners 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 Act; and
 - to prepare accounting records which accord with the accounting records and to comply with the requirements of the Act and the Regulations 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.

Signed:

R.Taylor

**Roger Martin Taylor
8, Varney Road
Hemel Hempstead
HP1 2LB**

Dated: 14th March 2021

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st DECEMBER 2020**

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	TOTAL 2019 £
Incoming Resources						
Incoming resources from donors	2a	90,805	612	-	91,417	96,517
Other voluntary incoming resources	2b	6,393	3,337	-	9,730	40,134
Income from charitable and ancillary trading	2c	21,582	-	-	21,582	44,077
Other ordinary incoming resources	2d	-	260	-	260	-
Income from investments	2e	3,931	1,207	-	5,138	5,070
Total Incoming Resources		122,711	5,416	-	128,127	185,798
Resources Expended						
Grants	3a	2,526	-	-	2,526	6,932
Activities directly relating to the work of the church	3b	80,781	2,006	-	82,787	191,466
Fund-raising and publicity	3c	1,582	-	-	1,582	4,929
Church management and administration	3d	10,098	-	-	10,098	13,245
Total Resources Expended		94,987	2,006	-	96,993	216,572
Net Incoming / (Outgoing) Resources		27,724	3,410	-	31,134	(30,774)
Gains and Losses on Investments						
realised		-	-	-	-	-
unrealised		-	-	23,419	23,419	47,947
Net Movement in Funds		27,724	3,410	23,419	54,553	17,173
Balances brought forward at 1st January 2019 (2018)		32,277	488,968	285,440	806,685	789,512
Transfers between Funds		(192)	192	-	-	-
Balances carried forward		59,809	492,570	308,859	861,238	806,685

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**BALANCE SHEET
AS AT 31st DECEMBER 2020**

	Note	2020 £	2019 £
Fixed Assets			
Tangible fixed assets	5a	493,474	493,474
Investment Assets	5b	<u>308,807</u>	<u>285,387</u>
		<u>802,281</u>	<u>778,861</u>
Current Assets			
Stock		-	-
Debtors	7	6,390	7,594
Short Term Deposits		8,592	8,556
Cash at bank and in hand		<u>55,975</u>	<u>27,674</u>
		<u>70,957</u>	<u>43,824</u>
Liabilities: Amounts falling due within 1 year	8	(12,000)	(2,500)
Net Current Assets		<u>58,957</u>	<u>41,324</u>
Long Term Loans		-	(13,500)
Net Assets		<u>861,238</u>	<u>806,685</u>
Funds			
	6 & 9		
Unrestricted		59,809	32,277
Restricted		492,570	488,968
Endowment		<u>308,859</u>	<u>285,440</u>
		<u>861,238</u>	<u>806,685</u>

The notes on the following pages form part of these accounts

Approved by the Standing Committee on behalf of the Parochial Church Council on 10th February 2021 and signed on its behalf:

M.Macey

Chairman

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2020**

1. Accounting Policies

The accounts are prepared on an accruals basis, in accordance with the Church Accounting Regulations 1997

The accounts also comply with the Accounting and Reporting by Charities: Statement of Recommended Practice (FRSSE 2015); Charities Act 1993 (as amended by the Charities Act 2006) and Regulations made thereunder; and with applicable accounting standards.

The accounts are prepared under the historical cost convention

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
2. Incoming Resources					
<i>2a. Incoming resources from donors</i>					
Planned giving	72,318	-	-	72,318	71,919
Collections(open plate) at all services	11,036	-	-	11,036	19,510
Sundry donations	7,451	612	-	8,063	2,043
	<u>90,805</u>	<u>612</u>	<u>-</u>	<u>91,417</u>	<u>93,472</u>
<i>2b. Other voluntary incoming resources</i>					
Appeals	1,912	3,100	-	5,012	9,900
Legacies	-	-	-	-	15,933
Fêtes & other fund raising events	4,481	237	-	4,718	17,346
	<u>6,393</u>	<u>3,337</u>	<u>-</u>	<u>9,730</u>	<u>43,179</u>
<i>2c. Income from charitable and ancillary trading</i>					
Magazines	1,998	-	-	1,998	2,208
Coffee	450	-	-	450	1,221
Church halls lettings etc	7,051	-	-	7,051	24,449
Fees	9,987	-	-	9,987	12,488
Merchandising & Printing	2,096	-	-	2,096	3,711
	<u>21,582</u>	<u>-</u>	<u>-</u>	<u>21,582</u>	<u>44,077</u>
<i>2d. Other ordinary incoming resources</i>					
Insurance claims & settlements	-	260	-	260	-
<i>2e. Income from investments</i>					
Dividends and interest including any reclaimed tax	3,931	1,207	-	5,138	5,070
Total Incoming Resources	<u><u>122,711</u></u>	<u><u>5,416</u></u>	<u><u>-</u></u>	<u><u>128,127</u></u>	<u><u>185,798</u></u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2020**

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL 2020 £	FUNDS 2019 £
3. Resources Expended					
<i>3a. Grants</i>					
Missionary & charitable giving:					
Church overseas					
missionary societies	-	-	-	-	-
relief & development agencies	190	-	-	190	975
Home missions & other Church Societies	2,336	-	-	2,336	5,957
	<u>2,526</u>	<u>-</u>	<u>-</u>	<u>2,526</u>	<u>6,932</u>
<i>3b. Activities directly relating to work of the Church</i>					
Ministry: diocesan parish share	39,986	-	-	39,986	88,499
clergy expenses	2,411	-	-	2,411	3,637
Church - running expenses	23,310	-	-	23,310	28,670
Church maintenance & Repairs	3,096	1,937	-	5,033	52,655
Expenditure on parish magazine	1,000	-	-	1,000	1,145
Church hall running costs	1,972	-	-	1,972	5,123
Music	9,006	-	-	9,006	11,737
	<u>80,781</u>	<u>1,937</u>	<u>-</u>	<u>82,718</u>	<u>191,466</u>
<i>3c. Fund-raising and publicity</i>					
Costs of fêtes and other fund-raising events	1,582	-	-	1,582	4,929
<i>3d. Church management and administration</i>					
Administration:					
Printing & stationery	4,656	-	-	4,656	6,473
Telephones	333	-	-	333	378
Administrator	5,109	-	-	5,109	6,394
Loan interest & costs	-	-	-	-	-
	<u>10,098</u>	<u>-</u>	<u>-</u>	<u>10,098</u>	<u>13,245</u>
Total Resources Expended	<u>94,987</u>	<u>1,937</u>	<u>-</u>	<u>96,924</u>	<u>216,572</u>

4. Staff Costs

Music expenses include payments made to St John's Director of Music and Administration costs include payments made to the Parish Administrator. Church hall running costs include payments made to the St John's Hall caretaker and Hall cleaner.

No National Insurance or pension contributions were payable in respect of any of them in 2020 or 2019

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2020**

5. Fixed Assets for use by the PCC

5a. *Tangible fixed assets*

Buildings - St John`s Hall & West End £493,474 (2019 £493,474)

5b. *Investments*

15,103 shares in the CBF Investment Fund (historical cost at 31st December 2020 : £19,787)

Market Value	
2020	2019
£	£
308,807	285,387

	Unrestricted Funds	Restricted Funds	Endowment Funds	TOTAL
	£	£	£	£
6. Analysis of Net Asset Fund				
Fixed Assets	-	493,474	308,807	802,281
Current Assets	60,809	10,096	52	70,957
Current Liabilities	(1,000)	(11,000)	-	(12,000)
Long Term Loans	-	-	-	-
Fund Balance	59,809	492,570	308,859	861,238

7. Debtors

	2020	2019
	£	£
Prepayments of insurance	2,315	2,758
Gift Aid Claim	4,075	4,836
Other	-	-
	6,390	7,594

8. Liabilities: Amounts Falling Due Within One Year

Parishioner Loans	11,000	-
Creditors for goods and services	1,000	2,500
	12,000	2,500

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2020**

9. Fund Details	Balance at 31/12/20 £
Restricted Funds	
St John's Building Reserve	493,474
St John's Fabric Fund	(11,494)
St Francis Fabric Fund	-
Music Fund	216
Vicar and Churchwardens' Discretionary Fund	5,659
St John's Social Committee	740
Wedding Advances	1,400
Holiday at Home	1,275
Joyce Ralphs Bequest (St Francis)	1,000
Michael Abbiss Bequest (St Francis)	300
St Francis Vestments Fund	-
	<hr/>
	492,570
Endowment Funds	
Centenary Fund	127,742
Rolph Bequest	43,020
Gulliver Bequest	25,845
Freeman-Rolph Fund	112,252
	<hr/>
	308,859

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN'S BOXMOOR

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31st DECEMBER 2020**

10. Missions and Charitable Giving 2020

Beneficiary	Gross Donation £	Collection £	Allocation from PCC £
Bibles for Children	1,100	486	614
Bishop's Harvest for the Hungry Appeal	190	190	-
Childrens' Society	400	400	-
Churches Together in Hemel Hempstead *	-	-	-
Hospice of St Francis	506	506	-
DENS	330	330	-
YMCA re Youth Project **	-	-	-
	<u>2,526</u>	<u>1,912</u>	<u>614</u>

* Membership fees waived in 2020

** Project on hold due to Covid-19

