

**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>