

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BRENTWOOD

England & Wales · Charity number 1135103

Details

Other names ST THOMAS PCC, BRENTWOOD

Status Registered

Legal form Previously excepted

Registered 2010-03-23

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

Contact

Address C/o St Thomas Church
St Thomas' Road
Brentwood
Essex
CM14 4DB

Phone 01277201094

Email brentwood.st.thomas.martyr@gmail.com

Website www.st-thomas.org.uk

Activities

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

Activities: The Church provides regular public worship open to all, pastoral care incl. visiting the sick & the bereaved. Teaching of Christianity through sermons, courses & small groups, the provision of a Sunday School, Church Choir with a Christian ethos & promoting the whole mission of the Church through the provision of activities for senior citizens & parents & toddlers group. Supporting other charities.

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£216,346	£233,688	-	-
2023-12-31	£507,887	£248,547	£988,527	0
2022-12-31	£192,601	£203,140	-	-
2021-12-31	£200,483	£174,844	-	-
2020-12-31	£211,463	£198,595	-	-

Trustees

Name	Role	Appointed
Fr Mark North SSC	Chair	2018-11-27
ANTHONY GEOFFREY PAINTER		
Alexander Tanner		2023-05-28
Carolyn Robertson		2022-05-29
DAVID ROOKE		
David Howard		2022-01-18
Dennis Grante		2020-10-25
Emma Pye		2020-10-25
Glyn David Allen		2025-05-18
JOHN CHARLES GOWLETT		
JOHN LEONARD BLOOMFIELD		2018-11-27
Lesley Lynn		2016-04-24
Martin Brodie		2022-05-29
Michelle Jackson		2022-05-29
Ross Angier Morrell		2014-05-13

Accounts

Charity Registration No. 1135103



FINANCIAL STATEMENTS

- for the year ended –

31st December 2024

Index to the financial statements for the year ended 31st December 2024

1	Legal and administrative information
2 - 4	Annual report
5	Statement of Trustees' Responsibilities
6 - 7	Auditors' report
8	Statement of financial activities for year ended 31 st December 2024
9	Statement of financial activities for year ended 31 st December 2023 (<i>Comparatives</i>)
10	Statement of financial position as at 31 December 2024
11 - 16	Notes to the financial statements

Legal and administrative information

Vicar	Reverend Canon Mark North
Parochial Church Council (PCC)	Reverend Canon Mark North (Chair) Michelle Jackson (Churchwarden and Vice-Chair) Vacant (Churchwarden) Sarah Day (Secretary) Vacant (Treasurer) John Bloomfield Martin Brodie John Gowlett Dennis Grante David Howard Lesley Lynn Ross Morrell Anthony Painter Emma Pye Carolyn Robertson David Rooke Alexander Tanner
Church	St Thomas' Church St Thomas' Road Brentwood Essex CM14 4DB
Auditors	Crowley Young Chartered Accountants Devonshire House One Mayfair Place London W1J 8AJ
Investment Managers	CCLA Investment Management Limited 80 Cheapside London EC2V 6DZ
Bank	Natwest Bank 46 High Street Brentwood, Essex CM14 4AL

Annual report of the Parochial Church Council for the year ended 31 December 2024

Administrative Information

St. Thomas of Canterbury Church is situated in St Thomas Road Brentwood. It is part of The Diocese of Chelmsford within the Church of England. The correspondence address is The Church Centre, St Thomas Road, Brentwood CM14 4DF.

Structure, governance, and management

The method of appointment of PCC members is set out in the Church Representation Rules. All eligible Church attendees are encouraged to register on the Electoral Roll, attend the Annual Parochial Church Meeting, and stand for election to the PCC.

The PCC has reviewed the holding and processing of data for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the General Data Protection Regulation effective from the 25th May 2018). The PCC has a policy which is available to parishioners and the public on request (*St Thomas's Data Privacy Policy*).

Objectives and activities

St. Thomas of Canterbury PCC has the responsibility of co-operating with the Vicar, in promoting within the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church, the Church Centre, Stokes House (for clergy accommodation) and the flats at 29 and 31 St. Thomas Road.

Achievements and performance

There are 167 (2023: 169) parishioners on the Church Electoral Roll, 91 of whom are not resident within the parish. 2 names were added during the year and 4 were removed through death, requested removal or because they moved away from the parish. The average weekly attendance in 2024, counted during October was 200 adults and 42 children, which is on average the same as the attendance measured in 2023.

In 2024, there was 1 confirmation service carried out, with 33 candidates confirmed, 29 children and 5 adults received the sacrament of baptism, 4 couples were married in the church and 1 marriage blessing was conducted. In addition, the parish clergy and licenced lay ministers conducted 5 funerals in the church and at local crematorium and cemeteries.

We continue to live stream our services using our Facebook and YouTube accounts and this continues to play an important role in developing the spiritual life of the parish. The clergy and licensed lay ministers have managed to offer daily live streamed morning and evening prayers. Services in the church are held over 6 days during the week with 3 services on a Sunday, with a specific family orientated mass offered on the last Sunday each month. Additional services are provided on Festivals and Holy days. The Church is usually open every day for prayer, information and as a sacred space for visitors.

The ministry team of clergy and licenced lay ministers have continued to support other churches within the deanery, leading worship and conducting pastoral offices as required.

Home groups, prayer groups and study groups continued to meet throughout the year using a blend of online methods and in person fellowship. This includes running the Alpha course twice a year and the course in Christian Studies which are open to all.

Review of the year

The full PCC met five times during the year (a mix of virtual and in-person meetings) with an average level of attendance of 61 per cent. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

Worship has continued to be live streamed to facilitate the involvement of those who are housebound or unable to attend in person and to act as an online window for the excellence in worship that we seek to provide. Our use of social media has been maintained during the year and we have seen a steady increase in those engaging with our life through this activity. We have also used our online shop to good effect, making it easy for people to donate and purchase items to aid their devotional life such as Lent books and Advent calendars. The Friends of St Thomas have run Education Sunday activities, Pancake Day, Easter activities, Pot Luck lunch, a Christmas fair, a Carols and Chilli night, a Christmas raffle and supported two youth music concerts held during the year. Additional activities have been arranged by volunteers which include regular Wednesday morning Cake and Cuppa gatherings and operating a Toddler Group on Thursdays. The parish website is continually updated with the latest information about the Church activities and we use our database of contacts to promote social activities, worship and information about living the Christian life.

The Missions and Charities supported this year were the Royal British Legion, Church of England Children's Society, PSPA, Bishop's Lent Appeal, Additional Curates Society and Forward in Faith.

The Church has continued to act as a collection point for the gathering of large amounts of food and household requirements to give to the locally church-run Food Bank, including continuing emergency help to various callers in need.

The running of events has increased in 2024 however, finding volunteers to support all our desired activities is still an ongoing challenge. This is reflected in the vacancies we continue to have within the PCC and other administrative roles. We have continued to offer our facilities to outside parties to hold community events, concerts and clubs which now includes running a café on Mondays, Cooking and Art classes for Adults with learning challenges, Scout related clubs, Drama and Dance clubs.

The PCC regularly scrutinises and monitors our running costs, particularly with the impact of increases in maintenance, the cost of energy and other utilities. Our Parish share contribution was reduced in 2024 due to lower income and higher operating costs resulting in achieving only 47% of the requested amount.

The PCC has continued to recover VAT under the Listed Places of Worship Government Scheme relating to its restoration and maintenance work.

Our mission to younger people has been maintained with a regular number of school Eucharists held at the schools and in the Church, and during term times, our normal Friday mass has been held at Becket Keys Secondary School. We have continued to run the Voice for Life scheme for our choristers and supported our youth through the on-going St Thomas Kids Club who perform at our Youth Concerts in May and December, covering both singing and drama studies.

Financial review

Unrestricted funds

Total unrestricted fund receipts were £204,372 (2023: £501,628) and are detailed in the Statement of Financial Activities, of which the St. Thomas Road properties provided a gross income of £39,854 (2023: £24,888).

Expenditure of £224,380 (2023: £237,543) was incurred to provide the Christian ministry from St. Thomas Church, including church, hall and Stokes House repairs and maintenance of £24,422 (2023: £19,317), and the voluntary contribution to the Diocesan parish share (the amount requested being an allocation made by the Diocese to each church in the parish) of £50,000 (2023: £84,069).

The net result for the year, before transfers, was an excess of expenditure over income of £20,008 (2023: excess of income over expenditure of £264,085).

Unrestricted funds at 31 December 2024 were £365,366 (2023: £385,374), however, most of these funds are invested in the fixed asset additions made during the previous years or designated to future major projects.

Restricted funds

Restricted funds in 2024 include:

- the remaining funds from a bequest made in 2017 with a final payment received in 2020 under the will of Father Barnes, who was a previous curate at St Thomas, to the Vicar and Churchwardens of St Thomas Church Brentwood.
- the remaining funds from a bequest made by Anne Jarrett, to the Vicar and Churchwardens of St Thomas Church Brentwood in 2020
- funds raised specifically for Music related initiatives as detailed in note 13 on page 16 of the financial statements.
- the remaining funds are set aside for general restoration projects planned in future years

At 31 December 2024, total restricted funds amounted to £51,839 (2023: £43,712).

Endowment funds

Permanent endowment funds are to be permanently retained for the benefit of the PCC as a capital fund, the income therefrom to be used for general purposes at the discretion of Council. The permanent endowment funds are detailed in note 12 on page 15 to the financial statements and at 31 December 2024 amounted to £553,980 (2023: £559,441). The investments, forming part of the fund increased in value by £939.

Reserves Policy

The reserves policy of the Council is to maintain a level of reserves which will provide a stable base for the PCC's continuing activities whilst ensuring that excessive funds are not accumulated. The Council review the reserves policy on a regular basis in order to maintain reserves equating to one and half months of unrestricted expenditure, excluding future depreciation charges.

At 31 December 2024, the PCC had unrestricted reserves of £365,366 (2023: £385,374).

It is the policy to invest excess funds with the CBF Church of England Deposit Fund.

Approval

This report was approved by the PCC on the **21/3/** 2025 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

Statement of Trustees' responsibilities in respect of the financial statements

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to Charities in England and Wales requires the trustees to prepare the financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included in the Charity's website.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD FOR THE YEAR ENDED 31st DECEMBER 2024

Opinion

We have audited the financial statements of St. Thomas of Canterbury Parish Church of Brentwood for the year ended 31 December 2024 which comprise Statement of Financial Activities, Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2024 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or parent charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the charity's financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or the parent charity or to cease operations, or have no realistic alternative but to do so.

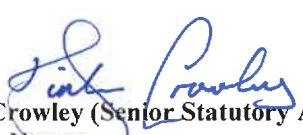
Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Our Report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.


Fintan Crowley (Senior Statutory Auditor)
Crowley Young
Chartered Accountants and Statutory Auditor
Level 1
Devonshire House
One Mayfair Place
London W1J 8AJ

Date: *27 March* 2025

**Statement of Financial Activities
for the year ended 31 December 2024**

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2024 £
Donations	2	96,398			96,398
Other Voluntary Incoming resources	3	25,375			25,375
Charitable Trading	4	62,685			62,685
Income from investments	4	19,914		939	20,853
Other incoming resources	4		11,035		11,035
Total Incoming Resources		204,372	11,035	939	216,346
Resources Expended					
Grants and Donations	5	2,662			2,662
Activities related to Church Work	6	220,404	2,908	6,400	229,712
Management and administration	7	1,314			1,314
Total Resources used		224,380	2,908	6,400	233,688
Net Incoming/ (Outgoing) Resources before transfers		(20,008)	8,127	(5,461)	(17,342)
Transfer between funds		-	-	-	-
Net Movement in Funds		(20,008)	8,127	(5,461)	(17,342)
Funds at 1 January 2024		385,374	43,712	559,441	988,527
Funds at 31 December 2024		365,366	51,839	553,980	971,185

The notes on pages 11 to 16 form part of these financial statements.

Statement of Financial Activities
for the year ended 31 December 2023 (Comparatives)

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 £
Donations	2	410,800			410,800
Other Voluntary Incoming resources	3	22,143			22,143
Charitable Trading	4	48,077			48,077
Income from investments	4	8,539		3,529	12,068
Other incoming resources	4	12,069	2,730		14,799
Total Incoming Resources		501,628	2,730	3,529	507,887
Resources Expended					
Grants and Donations	5	2,549			2,549
Activities related to Church Work	6	233,974	4,604	6,400	244,978
Management and administration	7	1,020			1,020
Total Resources used		237,543	4,604	6,400	248,547
Net Incoming/ (Outgoing) Resources before transfers		264,085	(1,874)	(2,871)	259,340
Transfer between funds		-	-	-	-
Net Movement in Funds		264,085	(1,874)	(2,871)	259,340
Funds at 1 January 2023		121,289	45,586	562,312	729,187
Funds at 31 December 2023		385,374	43,712	559,441	988,527

The notes on pages 11 to 16 form part of these financial statements.

Statement of Financial Position as at 31 December 2024

	Notes	2024	2023
FIXED ASSETS	8	547,964	580,849
INVESTMENTS	9	41,982	41,043
CURRENT ASSETS			
Debtors	10	17,555	14,265
Bank balances		368,685	360,061
		<u>386,240</u>	<u>374,326</u>
CURRENT LIABILITIES	11	<u>5,001</u>	<u>7,691</u>
NET CURRENT ASSETS		381,239	366,635
NET ASSETS		<u>£971,185</u>	<u>£988,527</u>
CAPITAL FUNDS			
Permanent endowments	12	553,980	559,441
INCOME FUNDS			
Restricted funds	13	51,839	43,712
Unrestricted funds		365,366	385,374
		<u>£971,185</u>	<u>£988,527</u>

Approved by the Council on the *27th March* 2025 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

The notes on pages 11 to 16 form part of these financial statements.

Notes to the financial statements for the year ended 31 December 2024

1. Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and investments, which are included at fair value.

The financial statements have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and the Republic of Ireland and the requirements of the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Fixed assets

Fixed assets are stated at cost (less any grants) or valuation, less depreciation. Individual fixed assets costing less than £1,000 are not capitalised.

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost on a reducing balance basis over their expected useful economic lives as follows

Freehold properties: 1% per annum, straight line

Furniture and equipment: 25% per annum, straight line

Investment properties held to earn rentals and/or for capital appreciation are measured at fair value at the reporting date. The surplus or deficit on revaluation is recognized in the Statement of Financial Activities. Where the fair value cannot be achieved without undue cost or effort, investment properties are held as tangible fixed assets.

1.3 Investments

Investments held as fixed assets are stated at market value. Those held as current assets are stated at the lower of cost and net realisable value.

1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the PCC is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers.

1.5 Resources expended

Expenditure is accounted for on an accruals basis, inclusive of any VAT, which cannot be recovered.

Expenditure, which is directly attributable to specific activities, has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

1.6 Cash flow statement

The Council has elected to take advantage of the exemption under FRS102 not to prepare a cash flow statement.

1.7 Expenditure on management and administration of the charity

Administration expenditure includes all expenditure not directly related to charitable activities or fundraising ventures.

Notes to the financial statements for the year ended 31 December 2024

Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2024 Total Funds £	2023 Total Funds £
2 Donations					
Planned giving:					
Covenanted Subs. & Envelopes	38,516			38,516	46,948
Income tax recoverable	13,551			13,551	17,127
CAF & PGS	21,413			21,413	20,428
Plate Collections	5,922			5,922	5,621
General Donations	8,761			8,761	9,116
Legacies and Bequests	8,235			8,235	310,800
Government Grant	-			-	760
	96,398	-	-	96,398	410,800
3 Other Voluntary incoming resources					
Bazaar, Promises, Chairs, Fabric, Concerts, Choir	25,375			25,375	22,143
	25,375	-	-	25,375	22,143
4 Income from Charitable Trading					
Magazine	3			3	9
Bookstall	845			845	1,095
Church Centre	-			-	-
Church & Hall use	8,634			8,634	5,953
Fees	10,109			10,109	14,068
Rent	39,854			39,854	24,888
Votive Candles	3,240			3,240	2,064
	62,685	-	-	62,685	48,077
Income from Investments					
Interest	19,914			19,914	8,539
(Loss)/Gain on Investments			939	939	3,529
	19,914	-	939	20,853	12,068
Other Incoming Resources					
Curate Housing Credit					12,069
St Thomas Music Foundation		11,035		11,035	2,730
	-	11,035	-	11,035	14,799
Total incoming resources	204,372	11,035	939	216,346	507,887

Notes to the financial statements for the year ended 31 December 2024

Resources used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2024 Total Funds £	2023 Total Funds £
5 Grants and donations					
Missions & charities	1,815			1,815	1,917
Donation to schools	847			847	632
	2,662	-	-	2,662	2,549
6 Activities relating to Church work					
Ministry: Parish share	50,000			50,000	84,069
Clergy travel and costs	3,989			3,989	5,297
Sanctuary costs	1,726			1,726	663
Electricity and gas	29,065			29,065	18,970
Telephone, Church Centre, Flowers and Miscellaneous expenses	12,307			12,307	12,784
Upkeep of Services, Vestments, Mission	6,624			6,624	4,174
Church and hall insurance	8,850			8,850	8,451
Church maintenance - general	20,268			20,268	10,775
Cleaning	7,545			7,545	6,615
Music costs, Choir and Consultant Fees	33,835			33,835	29,760
Bookstall, Events, Fees, and Votive Candles Costs	7,732			7,732	9,891
St. Thomas' Road property repairs	4,154			4,154	8,542
				2,908	
St Thomas Music Foundation Expenses		2,908			4,604
Depreciation	34,309		6,400	40,709	40,383
	220,404	2,908	6,400	229,712	244,978
7 Church Management & Administration					
Stewardship expenses	264			264	-
Audit fees	1,050			1,050	1,020
	1,314	-	-	1,314	1,020
Total resources used	224,380	2,908	6,400	233,688	248,547

Notes to the financial statements for the year ended 31 December 2024

8 Tangible fixed assets

Cost/valuation	Freehold properties £	Furniture and equipment £	Total £
At 1 January 2024	640,000	174,644	814,644
Additions	-	7,824	7,824
At 31 December 2024	640,000	182,468	822,468
Depreciation			
At 1 January 2024	121,600	112,195	233,795
Charge for year	6,400	34,309	40,709
At 31 December 2024	128,000	146,504	274,504
Net book value			
31 December 2024	512,000	35,964	547,964
31 December 2023	518,400	62,449	580,849

The freehold properties, which are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC, were bequeathed to the PCC many years ago and are included at open market value. However, the properties are subject to the restrictions referred to in the respective conveyances of the properties.

Two of the properties are held as investment properties and are not depreciated.

9 Investments

CBF Church of England Investment Fund	
Market value	£
At 1 January 2024	41,043
Revaluation	939
At 31 December 2024	41,982

10 Debtors

	2024 £	2023 £
Income tax recoverable	2,192	2,528
Prepayments	6,884	6,488
Accounts receivable	8,479	5,249
	17,555	14,265
Less Provision for doubtful debts	-	-
	17,555	14,265

11 Creditors

	2024 £	2023 £
Accounts payable and accrued expenditure	5,001	7,691
	5,001	7,691

Notes to the financial statements for the year ended 31 December 2024

12	Endowment funds	Property funds £	Choral Foundation £	N. Mansell Memorial Fund £	School Music Trust £	Total £
	At 1 January 2024	518,400	25,564	10,617	4,860	559,441
	Unrealised gain/(loss)		585	243	111	939
	Depreciation	(6,400)				(6,400)
	At 31 December 2024	512,000	26,149	10,860	4,971	553,980

2023 Comparatives

	Property funds £	Choral Foundation £	N. Mansell Memorial Fund £	School Music Trust £	Total £
Endowment funds					
At 1 January 2023	524,800	23,366	9,704	4,442	562,312
Unrealised gain/(loss)		2,198	913	418	3,529
Depreciation	(6,400)				(6,400)
At 31 December 2023	518,400	25,564	10,617	4,860	559,441

Property Funds - represents the Curate's house at 25-27 St Thomas Road and the flats at 29 and 31 St Thomas Road, all of which were bequeathed to the PCC many years ago and are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC. The rental income from the flats can be used by the PCC for general purposes but particularly for the maintenance of the Curate's house.

Choral Foundation - income to be used for maintaining the musical tradition at St Thomas'

N Mansell Memorial Fund - income to be used for assistance of organ scholars.

School Music Trust - income to be used for the purchase of music for the two St Thomas' schools.

Notes to the financial statements for the year ended 31 December 2024

13 Restricted Funds

	Father Barnes Legacy	A Jarrett Legacy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2024	5,673	33,141	4,671	227	43,712
Net incoming/(outgoing) resources for the year	-	-	-	8,127	8,127
At 31 December 2024	5,673	33,141	4,671	8,354	51,839

2023 Comparatives

Restricted Funds

	Father Barnes Legacy	A Jarrett Legacy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2023	5,673	33,141	4,671	2,101	45,586
Net incoming/(outgoing) resources for year		-		(1,874)	(1,874)
At 31 December 2023	5,673	33,141	4,671	227	43,712

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment Funds	Total funds
	£	£	£	£
Fixed assets	35,964		512,000	547,964
Investments			41,982	41,982
Net current assets	329,402	51,839	(2)	381,239
Total	365,366	51,839	553,980	971,185

Accounts

Charity Registration No. 1135103



REVISED FINANCIAL STATEMENTS

- for the year ended –

31st December 2023

Note: Financial Statements revised on 27th March 2025 to correct the treatment of a legacy of £310,800 received during the year which was previously treated as a restricted fund when in fact it was unrestricted.

Index to the revised financial statements for the year ended 31st December 2023

1	Legal and administrative information
2 - 4	Revised Annual report
5	Statement of Trustees' Responsibilities
6 - 7	Auditors' report
8	Revised Statement of financial activities for year ended 31 st December 2023
9	Statement of financial activities for year ended 31 st December 2022 (<i>Comparatives</i>)
10	Revised Statement of financial position as at 31 December 2023
11 - 16	Revised Notes to the financial statements

Legal and administrative information

Vicar	Reverend Canon Mark North
Parochial Church Council (PCC)	Reverend Canon Mark North (Chair) Michelle Jackson (Churchwarden and Vice-Chair) Vacant (Churchwarden) Vacant (Secretary) Christopher Horton (Treasurer) Father Matthew Austen (Curate – resigned In August 2023) John Bloomfield Martin Brodie Mia Davies (resigned in May 2023) John Gibson John Gowlett Dennis Grante David Howard Lesley Lynn Ross Morrell Anthony Painter Emma Pye Carolyn Robertson David Rooke Alexander Tanner
Church	St Thomas' Church St Thomas' Road Brentwood Essex CM14 4DB
Auditors	Crowley Young Chartered Accountants Devonshire House One Mayfair Place London W1J 8AJ
Investment Managers	CCLA Investment Management Limited 80 Cheapside London EC2V 6DZ
Bank	Natwest Bank 46 High Street Brentwood, Essex CM14 4AL

Revised Annual report of the Parochial Church Council for the year ended 31 December 2023

Administrative Information

St. Thomas of Canterbury Church is situated in St Thomas Road Brentwood. It is part of The Diocese of Chelmsford within the Church of England. The correspondence address is The Church Centre, St Thomas Road, Brentwood CM14 4DF.

Structure, governance, and management

The method of appointment of PCC members is set out in the Church Representation Rules. All eligible Church attendees are encouraged to register on the Electoral Roll, attend the Annual Parochial Church Meeting, and stand for election to the PCC.

The PCC has reviewed the holding and processing of data for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the General Data Protection Regulation effective from the 25th May 2018). The PCC has a policy which is available to parishioners and the public on request (*St Thomas's Data Privacy Policy*).

Objectives and activities

St. Thomas of Canterbury PCC has the responsibility of co-operating with the Vicar, in promoting within the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church, the Church Centre, Stokes House (for clergy accommodation) and the flats at 29 and 31 St. Thomas Road.

Achievements and performance

There are 169 (2022: 167) parishioners on the Church Electoral Roll, 96 of whom are not resident within the parish. 6 names were added during the year and 4 were removed through death, requested removal or because they moved away from the parish. The average weekly attendance in 2023, counted during October was 219 adults and 38 children, which is an approximate 47% increase over the attendance measured in 2022.

In 2023, there was 1 confirmation service carried out, with 43 candidates confirmed, 27 children and 6 adults received the sacrament of baptism and 5 couples were married in the church. In addition, the parish clergy and licenced lay ministers conducted 9 funerals in the church and at local crematorium and cemeteries.

We continue to live stream our services using our Facebook and YouTube accounts and this continues to play an important role in developing the spiritual life of the parish. The clergy and licensed lay ministers have managed to offer daily live streamed morning and evening prayers. Services in the church are held over 6 days during the week with 3 services on a Sunday, with an additional Family Mass offered on the second Sunday each month. Additional services are provided on Festivals and Holy days. The Church is usually open every day for prayer, information and as a sacred space for visitors.

The ministry team of clergy and licenced lay ministers have continued to support other churches within the deanery, leading worship and conducting pastoral offices as required.

Home groups, prayer groups and study groups continued to meet throughout the year using a blend of online methods and in person fellowship. This includes running the Alpha course twice a year and the course in Christian Studies which are open to all.

Review of the year

The full PCC met six times during the year (a mix of virtual and in-person meetings) with an average level of attendance of 66 per cent. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

Worship has continued to be live streamed to facilitate the involvement of those who are housebound or unable to attend in person and to act as an online window for the excellence in worship that we seek to provide. Our use of social media has been maintained during the year and we have seen a steady increase in those engaging with our life through this activity. We have also used our online shop to good effect, making it easy for people to donate and purchase items to aid their devotional life, such as Lent books and Advent calendars. The Friends of St Thomas have run Easter activities, a carols and chilli night, supported two youth music concerts held during the year and a Christmas raffle. Additional activities have been arranged by volunteers which include a Christmas Theatre Trip and regular Wednesday morning Cake and Cuppa gatherings. The parish website is continually updated with the latest information about the Church activities and we use our database of contacts to promote social activities, worship and information about living the Christian life.

The Missions and Charities supported this year were the Royal British Legion, Church of England Children's Society, St Francis Hospice, Christian Aid, Additional Curates Society and Forward in Faith.

The Church has continued to act as a collection point for the gathering of large amounts of food and household requirements to give to the locally church-run Food Bank, including continuing emergency help to various callers in need.

The Church continues to be challenged to run events due to a shortfall in volunteers across the full range of activities we endeavour to provide. This is reflected in the vacancies we continue to have within the PCC and other administrative roles. However, this loss of income has been partially offset by an increase in the use of our facilities by outside parties to hold community events and clubs.

The PCC has continued to scrutinise and monitor running costs, particularly with the impact of increases in the cost of energy and other utilities. Our Parish share contribution increased in 2023 to 81% of the requested amount..

The PCC has continued to recover VAT under the Listed Places of Worship Government Scheme relating to its restoration and maintenance work.

Our mission to younger people has been maintained with a regular number of school Eucharists held at the schools and in the Church, and during term times, our normal Friday mass has been held at Becket Keys Secondary School. We have continued to run the Voice for Life scheme for our choristers and supported our youth through the on-going St Thomas Kids Club who perform at our Youth Concerts in May and December, covering both singing and drama studies.

Revised Financial review

Unrestricted funds

Total unrestricted fund receipts were £501,628 (2022: £192,601) and are detailed in the Revised Statement of Financial Activities, of which the St. Thomas Road properties provided a gross income of £24,888 (2022: £19,973).

Expenditure of £237,543 (2022: £203,140) was incurred to provide the Christian ministry from St. Thomas Church, including church, hall and Stokes House repairs and maintenance of £19,317 (2022: £23,437), and the voluntary contribution to the Diocesan parish share (the amount requested being an allocation made by the Diocese to each church in the parish) of £84,069 (2021: £54,180).

The net result for the year, before transfers, was an excess of income over expenditure of £264,085 (2022: excess of expenditure over income £10,539).

Unrestricted funds at 31 December 2023 were £385,374 (2022: £121,289) These include a legacy of £310,800 received in the current financial year from Maureen Oakley which is designated for future major projects

Restricted funds

Restricted funds in 2023 include:

- the remaining funds from a bequest made in 2017 with a final payment received in 2020 under the will of Father Barnes, who was a previous curate at St Thomas, to the Vicar and Churchwardens of St Thomas Church Brentwood.
- the remaining funds from a bequest made by Anne Jarrett, to the Vicar and Churchwardens of St Thomas Church Brentwood in 2020
- funds raised specifically for Music related initiatives as detailed in note 13 on page 16 of the financial statements.
- the remaining funds are set aside for general restoration projects planned in future years

At 31 December 2023, total restricted funds amounted to £43,712 (2022: £45,586).

Endowment funds

Permanent endowment funds are to be permanently retained for the benefit of the PCC as a capital fund, the income therefrom to be used for general purposes at the discretion of Council. The permanent endowment funds are detailed in note 12 on page 15 to the financial statements and at 31 December 2023 amounted to £559,441 (2022: £562,312). The investments, forming part of the fund increased in value by £3,529.

Reserves Policy

The reserves policy of the Council is to maintain a level of reserves which will provide a stable base for the PCC's continuing activities whilst ensuring that excessive funds are not accumulated. The Council review the reserves policy on a regular basis in order to maintain reserves equating to two months of unrestricted expenditure, excluding future depreciation charges.

At 31 December 2023, the PCC had unrestricted reserves of £385,374 (2022: £121,289).

It is the policy to invest excess funds with the CBF Church of England Deposit Fund.

Approval

This report was approved by the PCC 27th March 2025 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

Statement of Trustees' responsibilities in respect of the revised financial statements

The trustees are responsible for preparing the Annual Report and the revised financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to Charities in England and Wales requires the trustees to prepare the financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included in the Charity's website.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD FOR THE YEAR ENDED 31st DECEMBER 2023

Opinion

We have audited the revised financial statements of St. Thomas of Canterbury Parish Church of Brentwood for the year ended 31 December 2023 which comprise Revised Statement of Financial Activities, Revised Balance Sheet and revised notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the revised financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2023 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the revised financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or parent charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements, or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the charity's financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or the parent charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Our Report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.


Fintan Crowley (Senior Statutory Auditor)
Crowley Young

Chartered Accountants and Statutory Auditor

Level 1

Devonshire House

One Mayfair Place

London W1J 8AJ

Date: 28 March 2025

**Revised Statement of Financial Activities
for the year ended 31 December 2023**

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 £
Donations	2	410,800			410,800
Other Voluntary Incoming resources	3	22,143			22,143
Charitable Trading	4	48,077			48,077
Income from investments	4	8,539		3,529	12,068
Other incoming resources	4	12,069	2,730		14,799
Total Incoming Resources		501,628	2,730	3,529	507,887
Resources Expended					
Grants and Donations	5	2,549			2,549
Activities related to Church Work	6	233,974	4,604	6,400	244,978
Management and administration	7	1,020			1,020
Total Resources used		237,543	4,604	6,400	248,547
Net Incoming/ (Outgoing) Resources before transfers		264,085	(1,874)	(2,871)	259,340
Transfer between funds		-	-	-	-
Net Movement in Funds		264,085	(1,874)	(2,871)	259,340
Funds at 1 January 2023		121,289	45,586	562,312	729,187
Funds at 31 December 2023		385,374	43,712	559,441	988,527

The notes on pages 11 to 16 form part of these revised financial statements.

**Statement of Financial Activities
for the year ended 31 December 2022 (Comparatives)**

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2022 £
Donations	2	123,926			123,926
Other Voluntary Incoming resources	3	16,481			16,481
Charitable Trading	4	41,206	137		41,343
Income from investments	4	1,808		(5,005)	(3,197)
Other incoming resources	4	9,180	1,786		10,966
Total Incoming Resources		192,601	1,923	(5,005)	189,519
Resources Expended					
Grants and Donations	5	2,544			2,544
Activities related to Church Work	6	199,422	5,860	6,400	211,682
Management and administration	7	1,174			1,174
Total Resources used		203,140	5,860	6,400	215,400
Net Incoming/ (Outgoing) Resources before transfers		(10,539)	(3,937)	(11,405)	(25,881)
Transfer between funds		15,000	(15,000)	-	-
Net Movement in Funds		4,461	(18,937)	(11,405)	(25,881)
Funds at 1 January 2022		116,828	64,523	573,717	755,068
Funds at 31 December 2022		121,289	45,586	562,312	729,187

The notes on pages 11 to 16 form part of these revised financial statements.

Revised Statement of Financial Position as at 31 December 2023

	Notes	2023	2022
FIXED ASSETS	8	580,849	621,232
INVESTMENTS	9	41,043	37,514
CURRENT ASSETS			
Debtors	10	14,265	10,595
Bank balances		360,061	73,768
		<u>374,326</u>	<u>84,363</u>
CURRENT LIABILITIES	11	<u>7,691</u>	<u>13,922</u>
NET CURRENT ASSETS		366,635	70,441
NET ASSETS		<u>£988,527</u>	<u>£729,187</u>
CAPITAL FUNDS			
Permanent endowments	12	559,441	562,312
INCOME FUNDS			
Restricted funds	13	43,712	45,586
Unrestricted funds		385,374	121,289
		<u>£988,527</u>	<u>£729,187</u>

Approved by the Council on the 27th of March 2025 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

The notes on pages 11 to 16 form part of these revised financial statements.

Notes to the revised financial statements for the year ended 31 December 2023

1. Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and investments, which are included at fair value.

The financial statements have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and the Republic of Ireland and the requirements of the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Fixed assets

Fixed assets are stated at cost (less any grants) or valuation, less depreciation. Individual fixed assets costing less than £1,000 are not capitalised.

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost on a reducing balance basis over their expected useful economic lives as follows

Freehold properties: 1% per annum, straight line

Furniture and equipment: 25% per annum, straight line

Investment properties held to earn rentals and/or for capital appreciation are measured at fair value at the reporting date. The surplus or deficit on revaluation is recognized in the Statement of Financial Activities. Where the fair value cannot be achieved without undue cost or effort, investment properties are held as tangible fixed assets.

1.3 Investments

Investments held as fixed assets are stated at market value. Those held as current assets are stated at the lower of cost and net realisable value.

1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the PCC is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers.

1.5 Resources expended

Expenditure is accounted for on an accruals basis, inclusive of any VAT, which cannot be recovered.

Expenditure, which is directly attributable to specific activities, has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

1.6 Cash flow statement

The Council has elected to take advantage of the exemption under FRS102 not to prepare a cash flow statement.

1.7 Expenditure on management and administration of the charity

Administration expenditure includes all expenditure not directly related to charitable activities or fundraising ventures.

Notes to the revised financial statements for the year ended 31 December 2023

Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 Total Funds £	2022 Total Funds £
2 Donations					
Planned giving:					
Covenanted Subs. & Envelopes	46,948			46,948	59,777
Income tax recoverable	17,127			17,127	17,107
CAF & PGS	20,428			20,428	21,928
Plate Collections	5,621			5,621	6,327
General Donations	9,116			9,116	3,816
Legacies and Bequests	310,800			310,800	5,185
Government Grant	760			760	9,786
	410,800	-	-	410,800	123,926
3 Other Voluntary incoming resources					
Bazaar, Promises, Chairs, Fabric, Concerts, Choir	22,143			22,143	16,481
	22,143	-	-	22,143	16,481
4 Income from Charitable Trading					
Magazine	9			9	145
Bookstall	1,095			1,095	1,008
Church Centre	-			-	-
Church & Hall use	5,953			5,953	2,588
Fees	14,068			14,068	15,014
Rent	24,888			24,888	19,973
Votive Candles	2,064			2,064	2,615
	48,077	-	-	48,077	41,343
Income from Investments					
Interest	8,539			8,539	1,808
(Loss)/Gain on Investments			3,529	3,529	(5,005)
	8,539	-	3,529	12,068	(3,197)
Other Incoming Resources					
Curate Housing Credit	12,069			12,069	9,180
St Thomas Music Foundation		2,730		2,730	1,785
	12,069	2,730	-	14,799	10,966
Total incoming resources	501,628	2,730	3,529	507,887	189,519

Notes to the revised financial statements for the year ended 31 December 2023

Resources used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2023 Total Funds £	2022 Total Funds £
5 Grants and donations					
Missions & charities	1,917			1,917	1,600
Donation to schools	632			632	944
	2,549	-	-	2,549	2,544
6 Activities relating to Church work					
Ministry: Parish share	84,069			84,069	54,180
Clergy travel and costs	5,297			5,297	5,370
Sanctuary costs	663			663	1,800
Electricity and gas	18,970			18,970	18,029
Telephone, Church Centre, Flowers and Miscellaneous expenses	12,784			12,784	13,155
Upkeep of Services, Vestments, Mission	4,174			4,174	6,167
Church and hall insurance	8,451			8,451	8,480
Church maintenance - general	10,775			10,775	14,381
Cleaning	6,615			6,615	6,406
Music costs, Choir and Consultant Fees	29,760			29,760	24,853
Bookstall, Events, Fees, and Votive Candles Costs	9,891			9,891	7,482
St. Thomas' Road property repairs	8,542			8,542	9,668
St Thomas Music Foundation Expenses		4,604		4,604	5,248
Depreciation	33,983		6,400	40,383	36,463
	233,974	4,604	6,400	244,978	211,582
7 Church Management & Administration					
Stewardship expenses	-			-	154
Audit fees	1,020			1,020	1,020
	1,020	-	-	1,020	1,174
Total resources used	237,543	4,604	6,400	248,547	215,400

Notes to the revised financial statements for the year ended 31 December 2023

8 Tangible fixed assets

Cost/valuation	Freehold properties £	Furniture and equipment £	Total £
At 1 January 2023	640,000	174,644	814,644
Additions			-
At 31 December 2023	640,000	174,644	814,644
Depreciation			
At 1 January 2023	115,200	78,212	193,412
Charge for year	6,400	33,983	40,383
At 31 December 2023	121,600	112,195	233,795
Net book value			
31 December 2023	518,400	62,449	580,849
31 December 2022	524,800	96,432	621,232

The freehold properties, which are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC, were bequeathed to the PCC many years ago and are included at open market value. However, the properties are subject to the restrictions referred to in the respective conveyances of the properties.

Two of the properties are held as investment properties and are not depreciated.

9 Investments

CBF Church of England Investment Fund	
Market value	£
At 1 January 2023	37,514
Revaluation	3,529
At 31 December 2023	41,043

10 Debtors	2023 £	2022 £
Income tax recoverable	2,528	3,343
Prepayments	6,488	5,946
Accounts receivable	5,249	1,306
	14,265	10,595
Less Provision for doubtful debts	-	-
	14,265	10,595
11 Creditors	2023 £	2022 £
Accounts payable and accrued expenditure	7,691	13,922
	7,691	13,922

Notes to the revised financial statements for the year ended 31 December 2023

12	Endowment funds	Property funds	Choral Foundation	N. Mansell Memorial Fund	School Music Trust	Total
		£	£	£	£	£
	At 1 January 2023	524,800	23,366	9,704	4,442	562,312
	Unrealised gain/(loss)		2,198	913	418	3,529
	Depreciation	(6,400)				(6,400)
	At 31 December 2023	<u>518,400</u>	<u>25,564</u>	<u>10,617</u>	<u>4,860</u>	<u>559,441</u>

2022 Comparatives

	Property funds	Choral Foundation	N. Mansell Memorial Fund	School Music Trust	Total
	£	£	£	£	£
At 1 January 2022	531,200	26,483	10,999	5,035	573,717
Unrealised gain/(loss)		(3,117)	(1,295)	(593)	(5,005)
Depreciation	(6,400)				(6,400)
At 31 December 2022	<u>524,800</u>	<u>23,366</u>	<u>9,704</u>	<u>4,442</u>	<u>562,312</u>

Property Funds - represents the Curate's house at 25-27 St Thomas Road and the flats at 29 and 31 St Thomas Road all of which were bequeathed to the PCC many years ago and are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC. The rental income from the flats can be used by the PCC for general purposes but particularly for the maintenance of the Curate's house.

Choral Foundation - income to be used for maintaining the musical tradition at St Thomas'

N Mansell Memorial Fund - income to be used for assistance of organ scholars.

School Music Trust - income to be used for the purchase of music for the two St Thomas' schools.

Notes to the revised financial statements for the year ended 31 December 2023

13 Restricted Funds

	Father Barnes Legacy	A Jarrett Legacy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2023	5,673	33,141	4,671	2,101	45,586
Net incoming/(outgoing) resources for the year				(1,874)	1,874)
At 31 December 2023	<u>5,673</u>	<u>33,141</u>	<u>4,671</u>	<u>227</u>	<u>43,712</u>

2022 Comparatives

Restricted Funds

	Father Barnes Legacy	A Jarrett Legacy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January, 2022	20,673	33,141	5,146	5,563	64,523
Net incoming/(outgoing) resources for year	(15,000)	-	(475)	(3,462)	(18,937)
At 31 December 2022	<u>5,673</u>	<u>33,141</u>	<u>4,671</u>	<u>2,101</u>	<u>45,586</u>

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment Funds	Total funds
	£	£	£	£
Fixed assets	62,449		518,400	580,849
Investments			41,043	41,043
Net current assets	322,925	43,712	(2)	366,635
Total	<u>385,374</u>	<u>43,712</u>	<u>559,441</u>	<u>988,527</u>

Accounts

Charity Registration No. 1135103



FINANCIAL STATEMENTS

- for the year ended -

31st December 2022

Index to the financial statements for the year ended 31st December 2022

1	Legal and administrative information
2 - 4	Annual report
5	Statement of Trustees' Responsibilities
6 - 7	Auditors' report
8	Statement of financial activities for year ended 31 st December 2022
9	Statement of financial activities for year ended 31 st December 2021 (<i>Comparatives</i>)
10	Statement of financial position as at 31 December 2022
11 - 16	Notes to the financial statements

Legal and administrative information

Vicar	Reverend Canon Mark North
Parochial Church Council (PCC)	Reverend Canon Mark North (Chair) Michelle Jackson (Churchwarden and Vice-Chair)) Vacant (Churchwarden) Vacant (Secretary) Christopher Horton (Treasurer) Father Matthew Austen (Curate) John Bloomfield Martin Brodie Mia Davies John Gibson John Gowlett Dennis Grante David Howard Lesley Lynn Ross Morrell Anthony Painter Emma Pye Carolyn Robertson David Rooke Alexander Tanner
Church	St Thomas' Church St Thomas' Road Brentwood Essex CM14 4DB
Auditors	Crowley Young Chartered Accountants Devonshire House One Mayfair Place London W1J 8AJ
Investment Managers	CCLA Investment Management Limited 80 Cheapside London EC2V 6DZ
Bank	Natwest Bank 46 High Street Brentwood, Essex CM14 4AL

Annual report of the Parochial Church Council for the year ended 31 December 2022

Administrative Information

St. Thomas of Canterbury Church is situated in St Thomas Road Brentwood. It is part of The Diocese of Chelmsford within the Church of England. The correspondence address is The Church Centre, St Thomas Road, Brentwood CM14 4DF.

Structure, governance, and management

The method of appointment of PCC members is set out in the Church Representation Rules. All eligible Church attendees are encouraged to register on the Electoral Roll, attend the Annual Parochial Church Meeting, and stand for election to the PCC.

The PCC has reviewed the holding and processing of data for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the General Data Protection Regulation effective from the 25th May 2018). The PCC has a policy which is available to parishioners and the public on request (*St Thomas's Data Privacy Policy*).

Objectives and activities

St. Thomas of Canterbury PCC has the responsibility of co-operating with the Vicar, in promoting within the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church, the Church Centre, Stokes House (for clergy accommodation) and the flats at 29 and 31 St. Thomas Road.

Achievements and performance

There are 167 (2021: 169) parishioners on the Church Electoral Roll, 94 of whom are not resident within the parish. 3 names were added during the year and 5 were removed through death, requested removal or because they moved away from the parish. The average weekly attendance in 2022, counted during October was 149 adults and 26 children, which is an approximate 10% increase over the attendance measured in 2021.

In 2022, there was 1 confirmation service carried out, with 26 candidates confirmed, 31 children and 4 adults received the sacrament of baptism and 6 couples were married in the church. In addition, the parish clergy and licenced lay ministers conducted 14 funerals in the church and at local crematorium and cemeteries.

We have continued to live stream services using our Facebook and YouTube accounts and this continues to play an important role in developing the spiritual life of the parish. The clergy and licenced lay ministers have managed to offer daily live streamed morning and evening prayers. Services in the church are held over 6 days during the week with 3 services on a Sunday, with an additional Family Mass now offered on the second Sunday each month. Additional services are provided on Festivals and Holy days. The Church is usually open every day for prayer, information and as a sacred space for visitors.

The ministry team of clergy and licenced lay ministers have continued to support other churches within the deanery and the emerging mission and ministry unit, leading worship and conducting pastoral offices as required.

Home groups, prayer groups and study groups continued to meet throughout the year using a blend of online methods and in person fellowship. This included the running of the Alpha course for the first time in 2022, which will continue to be offered in 2023.

Review of the year

The full PCC met seven times during the year (a mix of virtual and in-person meetings) with an average level of attendance of 77 per cent. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

The year has seen the continued recovery from the pandemic which has impacted on many aspect of our nation and local life. Worship has continued to be live streamed to facilitate the involvement of those who are housebound or unable to attend in person and to act as an online window for the excellence in worship that we seek to provide. Our use of social media has increased during the year and we have seen a steady increase in those engaging with our life through this activity. We have also used our online shop to good effect, making it easy for people to donate and purchase items to aid their devotional life such as Lent books and Advent calendars. The Friends of St Thomas have run Easter activities, a carols and chilli night and supported two youth music concerts held during the year. The Spire was published quarterly until the middle of the year when the death of the editor brought this publication to a temporary halt as a new editor is sought. The parish website is continually updated with the latest information about the Church activities and we use our database of contacts to promote social activities, worship and information about living the Christian life.

The Missions and Charities supported this year were the Royal British Legion, Church of England Children's Society, St Francis Hospice, Cancer Research, RNLI, Mycloma UK, Additional Curates Society and Friends of Chelmsford Churches.

The Church has continued to act as a collection point for the gathering of large amounts of food and household requirements to give to the locally church-run Food Bank, including continuing emergency help to various callers in need.

In addition, the PCC applied for grants from Brentwood Borough Council for providing a warm hub for members of the community during the winter months, from Essex County Council to enable improvement to the hall and to provide COVID secure storage facilities, together with the Essex Association of Bell Ringers to support the replacement of bell guide ropes in the bell tower and the Additional Curates Society for a contribution to the housing cost of our curate.

Following the pandemic, the Church has continued to be challenged to run events due to a shortfall in volunteers across the full range of activities we endeavour to provide. This is reflected in the vacancies we continue to have within the PCC and other administrative roles, and the reduction in our income.

The PCC has controlled running costs where it was optional, and investments in our facilities have only been made by using legacy funds or grants. Our Parish share contribution was significantly reduced in 2022 reflecting the continued lack of income generated as mentioned above.

The PCC has continued to recover VAT under the Listed Places of Worship Government Scheme relating to its restoration and maintenance work.

Our mission to younger people has continued with a regular number of school Eucharists held at the schools and in the Church and the running of the Voice for Life scheme for our choristers.

Financial review

Unrestricted funds

Total unrestricted fund receipts were £192,601 (2021: £200,483) and are detailed in the Statement of Financial Activities, of which the St. Thomas Road properties provided a gross income of £19,973 (2021: £19,533).

Expenditure of £203,140 (2021: £174,844) was incurred to provide the Christian ministry from St. Thomas Church, including church, hall and Stokes House repairs and maintenance of £23,437 (2021: £18,997), and the voluntary contribution to the Diocesan parish share (the amount requested being an allocation made by the Diocese to each church in the parish) of £54,180 (2021: £75,000).

The net result for the year, before transfers, was an excess of expenditure over income of £10,539 (2021: excess of income over expenditure £25,639).

To enable the refurbishment of the font lid and railings, £15,000 was transferred from Restricted funds to Unrestricted funds allowing the utilisation of part of Father Barnes legacy. Unrestricted funds at 31 December 2022 were £121,289 (2021: £116,828), however most of these funds are invested in the fixed asset additions made during the previous year and current year.

Restricted funds

Restricted funds in 2022 include:

- a bequest made in 2017 with a final payment received in 2020 under the will of Father Barnes, who was a previous curate at St Thomas, to the Vicar and Churchwardens of St Thomas Church Brentwood. Part of this legacy was transferred to Unrestricted funds during the year to fund the font lid and railings refurbishment.
- the remaining funds are set aside for general restoration projects planned in future years
- funds raised specifically for Music related initiatives as detailed in note 13 on page 16 of the financial statements.

At 31 December 2022, total restricted funds amounted to £45,586 (2021: £64,523).

Endowment funds

Permanent endowment funds are to be permanently retained for the benefit of the PCC as a capital fund, the income therefrom to be used for general purposes at the discretion of Council. The permanent endowment funds are detailed in note 12 on page 15 to the financial statements and at 31 December 2022 amounted to £562,312 (2021: £573,717). The investments, forming part of the fund decreased in value by £5,005.

Reserves Policy

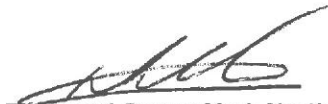
The reserves policy of the Council is to maintain a level of reserves which will provide a stable base for the PCC's continuing activities whilst ensuring that excessive funds are not accumulated. The Council review the reserves policy on a regular basis in order to maintain reserves equating to two months of unrestricted expenditure, excluding future depreciation charges.

At 31 December 2022, the PCC had unrestricted reserves of £121,289 (2021: £116,828).

It is the policy to invest excess funds with the CBF Church of England Deposit Fund.

Approval

This report was approved by the PCC on 30 May 2023 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

Statement of Trustees' responsibilities in respect of the financial statements

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to Charities in England and Wales requires the trustees to prepare the financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included in the Charity's website.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD FOR THE YEAR ENDED 31st DECEMBER 2022

Opinion

We have audited the financial statements of St. Thomas of Canterbury Parish Church of Brentwood for the year ended 31 December 2022 which comprise Statement of Financial Activities, Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2022 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or parent charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the charity's financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or the parent charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Our Report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Simon Crowder

Crowley Young
Chartered Accountants and Statutory Auditor
Level 1
Devonshire House
One Mayfair Place
London W1J 8AJ

Date: 4th May 2023

**Statement of Financial Activities
for the year ended 31 December 2022**

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2022 £
Donations	2	123,926			123,926
Other Voluntary Incoming resources	3	16,481			16,481
Charitable Trading	4	41,206	137		41,343
Income from investments	4	1,808		(5,005)	(3,197)
Other incoming resources	4	9,180	1,786		10,966
Total Incoming Resources		192,601	1,923	(5,005)	189,519
Resources Expended					
Grants and Donations	5	2,544			2,544
Activities related to Church Work	6	199,422	5,860	6,400	211,682
Management and administration	7	1,174			1,174
Total Resources used		203,140	5,860	6,400	215,400
Net Incoming/ (Outgoing) Resources before transfers		(10,539)	(3,937)	(11,405)	(25,881)
Transfer between funds		15,000	(15,000)	-	-
Net Movement in Funds		4,461	(18,937)	(11,405)	(25,881)
Funds at 1 January 2022		116,828	64,523	573,717	755,068
Funds at 31 December 2022		121,289	45,586	562,312	729,187

The notes on pages 11 to 16 form part of these financial statements.

**Statement of Financial Activities
for the year ended 31 December 2021 (Comparatives)**

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2021 £
Donations	2	145,381			145,381
Other Voluntary Incoming resources	3	11,429			11,429
Charitable Trading	4	33,535			33,535
Income from investments	4	1,138		5,321	6,459
Other incoming resources	4	9,000	3,751		12,751
Total Incoming Resources		200,483	3,751	5,321	209,555
Resources Expended					
Grants and Donations	5	1,799			1,799
Activities related to Church Work	6	171,480	18,155	6,400	196,035
Management and administration	7	1,565			1,565
Total Resources used		174,844	18,155	6,400	199,399
Net Incoming/ (Outgoing) Resources before transfers		25,639	(14,404)	(1,079)	10,156
Transfer between funds		53,344	(53,344)	-	-
Net Movement in Funds		78,983	(67,748)	(1,079)	10,156
Funds at 1 January 2021		37,845	132,271	574,796	744,912
Funds at 31 December 2021		116,828	64,523	573,717	755,068

The notes on pages 11 to 16 form part of these financial statements.

Statement of Financial Position as at 31 December 2022

	Notes	2022	2021
FIXED ASSETS	8	621,232	638,225
INVESTMENTS	9	37,514	42,519
CURRENT ASSETS			
Debtors	10	10,595	9,946
Bank balances		73,768	70,094
		<u>84,363</u>	<u>80,040</u>
CURRENT LIABILITIES	11	<u>13,922</u>	<u>5,716</u>
NET CURRENT ASSETS		70,441	74,324
NET ASSETS		<u>£729,187</u>	<u>£755,068</u>
CAPITAL FUNDS			
Permanent endowments	12	562,312	573,717
INCOME FUNDS			
Restricted funds	13	45,586	64,523
Unrestricted funds		121,289	116,828
		<u>£729,187</u>	<u>£755,068</u>

Approved by the Council on the 3rd May 2023 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

The notes on pages 11 to 16 form part of these financial statements.

Notes to the financial statements for the year ended 31 December 2022

1. Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and investments, which are included at fair value.

The financial statements have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and the Republic of Ireland and the requirements of the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Fixed assets

Fixed assets are stated at cost (less any grants) or valuation, less depreciation. Individual fixed assets costing less than £1,000 are not capitalised.

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost on a reducing balance basis over their expected useful economic lives as follows

Freehold properties: 1% per annum, straight line

Furniture and equipment: 25% per annum, straight line

Investment properties held to earn rentals and/or for capital appreciation are measured at fair value at the reporting date. The surplus or deficit on revaluation is recognized in the Statement of Financial Activities. Where the fair value cannot be achieved without undue cost or effort, investment properties are held as tangible fixed assets.

1.3 Investments

Investments held as fixed assets are stated at market value. Those held as current assets are stated at the lower of cost and net realisable value.

1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the PCC is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers.

1.5 Resources expended

Expenditure is accounted for on an accruals basis, inclusive of any VAT, which cannot be recovered.

Expenditure, which is directly attributable to specific activities, has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

1.6 Cash flow statement

The Council has elected to take advantage of the exemption under FRS102 not to prepare a cash flow statement.

1.7 Expenditure on management and administration of the charity

Administration expenditure includes all expenditure not directly related to charitable activities or fundraising ventures.

Notes to the financial statements for the year ended 31 December 2022

Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2022 Total Funds £	2021 Total Funds £
2 Donations					
Planned giving:					
Covenanted Subs. & Envelopes	59,777			59,777	63,581
Income tax recoverable	17,107			17,107	17,036
CAF & PGS	21,928			21,928	12,978
Plate Collections	6,327			6,327	2,320
General Donations	3,816			3,816	3,460
Legacies and Bequests	5,185			5,185	
Government Grant	9,786			9,786	46,006
	123,926	-	-	123,926	145,381
3 Other Voluntary incoming resources					
Bazaar, Promises, Chairs, Fabric, Concerts, Choir	16,481			16,481	11,429
	16,481	-	-	16,481	11,429
4 Income from Charitable Trading					
Magazine	145			145	281
Bookstall	1,008			1,008	415
Church Centre	-			-	40
Church & Hall use	2,588			2,588	1,620
Fees	15,014			15,014	9,748
Rent	19,973			19,973	19,533
Votive Candles	2,478	137		2,615	1,898
	41,206	137	-	41,343	33,535
Income from Investments					
Interest	1,808			1,808	1,138
(Loss)/Gain on Investments			(5,005)	(5,005)	5,321
	1,808	-	(5,005)	(3,197)	6,459
Other Incoming Resources					
Curate Housing Credit	9,180			9,180	9,000
St Thomas Music Foundation		1,786		1,786	3,751
	9,180	1,786	-	10,966	12,751
Total incoming resources	192,601	1,923	(5,005)	189,519	209,555

Notes to the financial statements for the year ended 31 December 2022

Resources used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2022 Total Funds £	2021 Total Funds £
5 Grants and donations					
Missions & charities	1,600			1,600	1,005
Donation to schools	944			944	794
	2,544	-	-	2,544	1,799
6 Activities relating to Church work					
Ministry: Parish share	54,180			54,180	75,000
Clergy travel and costs	5,370			5,370	4,636
Sanctuary costs	1,800			1,800	1,742
Electricity and gas	18,029			18,029	6,602
Telephone, reprographics, flowers and miscellaneous expenses	13,155			13,155	8,448
Upkeep of Services, Vestments, Mission	6,167			6,167	14,726
Church and hall insurance	8,480			8,480	8,405
Church maintenance - general	13,769	612		14,381	8,471
Cleaning	6,406			6,406	6,892
Music costs, Choir and Consultant Fees	24,853			24,853	19,363
Magazine, Church Centre, Bookstall, Events, Fees and Votive Candles Costs	7,482			7,482	8,212
St. Thomas' Road property repairs	9,668			9,668	10,526
St Thomas Music Foundation Expenses		5,248		5,248	7,174
Depreciation	30,063		6,400	36,463	15,838
	199,422	5,860	6,400	211,682	196,035
7 Church Management & Administration					
Stewardship expenses	154			154	545
Audit fees	1,020			1,020	1,020
	1,174	-	-	1,174	1,565
Total resources used	203,140	5,860	6,400	215,400	199,399

Notes to the financial statements for the year ended 31 December 2022

8 Tangible fixed assets

Cost/valuation	Freehold properties £	Furniture and equipment £	Total £
At 1 January 2022	640,000	155,174	795,174
Additions	-	19,470	19,470
At 31 December 2022	<u>640,000</u>	<u>174,644</u>	<u>814,644</u>
Depreciation			
At 1 January 2022	108,800	48,149	156,949
Charge for year	6,400	30,063	36,463
At 31 December 2022	<u>115,200</u>	<u>78,212</u>	<u>193,412</u>
Net book value			
31 December 2022	<u>524,800</u>	<u>96,432</u>	<u>621,232</u>
31 December 2021	<u>531,200</u>	<u>107,025</u>	<u>638,225</u>

The freehold properties, which are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC, were bequeathed to the PCC many years ago and are included at open market value. However, the properties are subject to the restrictions referred to in the respective conveyances of the properties.

Two of the properties are held as investment properties and are not depreciated.

9 Investments

CBF Church of England Investment Fund

Market value	£
At 1 January 2022	42,519
Revaluation	(5,005)
At 31 December 2022	<u>37,514</u>

10 Debtors

	2022 £	2021 £
Income tax recoverable	3,343	3,410
Prepayments	5,946	5,738
Accounts receivable	1,306	798
	<u>10,595</u>	<u>9,946</u>
Less Provision for doubtful debts	-	-
	<u>10,595</u>	<u>9,946</u>

11 Creditors

	2022 £	2021 £
Accounts payable and accrued expenditure	13,922	5,716
	<u>13,922</u>	<u>5,716</u>

Notes to the financial statements for the year ended 31 December 2022

12	Endowment funds	Property funds	Choral Foundation	N. Mansell Memorial Fund	School Music Trust	Total
		£	£	£	£	£
	At 1 January 2022	531,200	26,483	10,999	5,035	573,717
	Unrealised gain/(loss)		(3,117)	(1,295)	(593)	(5,005)
	Depreciation	(6,400)				(6,400)
	At 31 December 2022	<u>524,800</u>	<u>23,366</u>	<u>9,704</u>	<u>4,442</u>	<u>562,312</u>

2021 Comparatives

	Property funds	Choral Foundation	N. Mansell Memorial Fund	School Music Trust	Total
	£	£	£	£	£
At 1 January 2021	537,600	23,169	9,622	4,405	574,796
Unrealised gain/(loss)		3,314	1,377	630	5,321
Depreciation	(6,400)				(6,400)
At 31 December 2021	<u>531,200</u>	<u>26,483</u>	<u>10,999</u>	<u>5,035</u>	<u>573,717</u>

Property Funds - represents the Curate's house at 25-27 St Thomas Road and the flats at 29 and 31 St Thomas Road, all of which were bequeathed to the PCC many years ago and are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC. The rental income from the flats can be used by the PCC for general purposes but particularly for the maintenance of the Curate's house.

Choral Foundation - income to be used for maintaining the musical tradition at St Thomas'

N Mansell Memorial Fund - income to be used for assistance of organ scholars.

School Music Trust - income to be used for the purchase of music for the two St Thomas' schools.

Notes to the financial statements for the year ended 31 December 2022

13 Restricted Funds

	Father Barnes Legacy	Sacristy/ A Jarrett Legacy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2022	20,673	33,141	5,146	5,563	64,523
Net incoming/(outgoing) resources for the year	(15,000)	-	(475)	(3,462)	(18,937)
At 31 December 2022	<u>5,673</u>	<u>33,141</u>	<u>4,671</u>	<u>2,101</u>	<u>45,586</u>

2021 Comparatives

Restricted Funds

	Father Barnes Legacy	Sacristy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2021	74,017	44,122	5,146	8,986	132,271
Net incoming/(outgoing) resources for year	(53,344)	(10,981)	-	(3,423)	(67,748)
At 31 December 2021	<u>20,673</u>	<u>33,141</u>	<u>5,146</u>	<u>5,563</u>	<u>64,523</u>

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment Funds	Total funds
	£	£	£	£
Fixed assets	96,432		524,800	621,232
Investments			37,514	37,514
Net current assets	24,857	45,586	(2)	70,441
Total	<u>121,289</u>	<u>45,586</u>	<u>562,312</u>	<u>729,187</u>

Accounts

Charity Registration No. 1135103



FINANCIAL STATEMENTS

- for the year ended –

31st December 2021

Index to the financial statements for the year ended 31st December 2021

1	Legal and administrative information
2 - 4	Annual report
5	Statement of Trustees' Responsibilities
6 - 7	Auditors' report
8	Statement of financial activities for year ended 31 st December 2021
9	Statement of financial activities for year ended 31 st December 2020 (<i>Comparatives</i>)
10	Statement of financial position as at 31 December 2021
11 - 16	Notes to the financial statements

Legal and administrative information

Vicar	Reverend Canon Mark North
Parochial Church Council (PCC)	Reverend Canon Mark North (Chair) Anthony Painter (Churchwarden and Vice-Chair)) Emma-Jane Sharp (Churchwarden) Claire Humphrey (Secretary) Christopher Horton (Treasurer) Father Matthew Austen (Curate) John Bloomfield Mia Davies John Gibson John Gowlett Dennis Grante Lesley Lynn Ross Morrell Paul Pullin Emma Pye Carolyn Robertson David Rooke
Church	St Thomas' Church St Thomas' Road Brentwood Essex CM14 4DB
Auditors	Crowley Young Chartered Accountants Devonshire House One Mayfair Place London W1J 8AJ
Investment Managers	CCLA Investment Management Limited 80 Cheapside London EC2V 6DZ
Bank	Natwest Bank 46 High Street Brentwood, Essex CM14 4AL

Annual report of the Parochial Church Council for the year ended 31 December 2021

Administrative Information

St. Thomas of Canterbury Church is situated in St Thomas Road Brentwood. It is part of The Diocese of Chelmsford within the Church of England. The correspondence address is The Church Centre, St Thomas Road, Brentwood CM14 4DF.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All eligible Church attendees are encouraged to register on the Electoral Roll, attend the Annual Parochial Church Meeting, and stand for election to the PCC.

The PCC has reviewed the holding and processing of data for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the General Data Protection Regulation effective from the 25th May 2018). The PCC has a policy which is available to parishioners and the public on request (*St Thomas's Data Privacy Policy*).

Objectives and activities

St. Thomas of Canterbury PCC has the responsibility of co-operating with the Vicar, in promoting within the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church, the Church Centre, Stokes House (for clergy accommodation) and the flats at 29 and 31 St. Thomas Road.

Achievements and performance

There are 169 (2020: 169) parishioners on the Church Electoral Roll, 94 of whom are not resident within the parish. 5 names were added during the year and 5 were removed through death, requested removal or because they moved away from the parish. The average weekly attendance in 2021, counted during October was 191 adults and 31 children, which is an approximate 30% increase over the attendance measured in 2020. However, this is still 37% lower than the attendance measured in 2019, which reflects the pandemic's continued impact on attendance.

In 2021, there were 2 confirmation services carried out, with 37 candidates confirmed, 28 children and 1 adult received the sacrament of baptism and 3 couples were married in the church. In addition, the parish clergy and licenced lay ministers conducted 15 funerals in the church and at local crematorium and cemeteries.

In response to the pandemic, we have continued to develop our ability to live stream services using our Facebook and YouTube accounts. At times, this has been the only method of worship available to our community due to the Government restrictions in place, and this continues to play an important role in developing the spiritual life of the parish. Engagement of many of our live streamed services have been measured in the hundreds. The clergy and licenced lay ministers have managed to offer daily live streamed morning and evening prayers. Services in the church are held over 6 days during the week with 3 services on a Sunday. Additional services are provided on Festivals and Holy days. The Church is usually open every day for prayer, information and as a sacred space for visitors. However during 2021, the church was closed to worshippers and visitors from 1st January to 12th April due to Government restrictions.

The ministry team of clergy and licenced lay ministers have continued to support other churches within the deanery and the emerging mission and ministry unit, leading worship and conducting pastoral offices as required.

Home groups, prayer groups and study groups continued to meet throughout the year using a blend of online methods and in person fellowship.

Review of the year

The full PCC met seven times during the year (all online) with an average level of attendance of 80 per cent. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

The year has been challenging one with the pandemic related regulations resulting in the church being closed to the public for a significant length of time. However, the PCC has endeavoured to continue engaging with the congregation and the wider community using a blend of online activities and worship as well as meeting in person. The Friends of St Thomas have run virtual quiz and escape room nights, on-line Christmas raffle, carols and chilli night and supported two youth music concerts held during the year. The Spire is published quarterly and the parish website has been refreshed with updated layout and information.

The Missions and Charities supported this year were the Royal British Legion, Church of England Children's Society, Prostate Cancer, Salvation Army Food Bank Appeal and Friends of Chelmsford Churches.

The Church has continued to act as a collection point when open, for the gathering of large amounts of food and household requirements to give to the locally church-run Food Bank, including continuing emergency help to various callers in need.

In addition, the PCC applied for a grant from the Cultural Heritage Fund (run by the Lottery Board) to cover some of our costs between October 2020 and March 2021. The costs reimbursed relate to our music heritage, insurance and installation of audio visual equipment to enable a sustainable solution to the live-streaming of our services and recording of events held in the church such as concerts, weddings and other significant occasions.

The pandemic has continued to have a significant impact on our income with the inability to run our normal full calendar of events that enable us to enhance the donations made by our regular worshippers. We have also experienced a reduction in outside parties hiring our facilities due to the pandemic.

The PCC has controlled running costs where it was optional, and investments in our facilities have only been made by using legacy funds. Our Parish share contribution was significantly reduced in 2021 reflecting the lack of income generated as mentioned above.

The 2021 plans of the Stewardship Committee for launching the Parish Giving Scheme were again impacted by the closure of the church and reduction in attendees so this campaign is being refreshed and will be launched in 2022. The PCC has continued to recover VAT under the Listed Places of Worship Government Scheme relating to its restoration and maintenance work.

Our mission to younger people has continued as regulations permitted with a regular number of school Eucharists held at the schools and in the Church.

Financial review

Unrestricted funds

Total unrestricted fund receipts were £200,843 (2020: £211,463) and are detailed in the Statement of Financial Activities, of which the St. Thomas Road properties provided a gross income of £19,533 (2020: £29,332).

Expenditure of £174,844 (2020: £198,595) was incurred to provide the Christian ministry from St. Thomas Church, including church, hall and Stokes House repairs and maintenance of £18,997 (2020: £26,765), and the voluntary contribution to the Diocesan parish share (the amount requested being an allocation made by the Diocese to each church in the parish) of £75,000 (2020: £101,332).

The net result for the year, before transfers, was an excess of income over expenditure of £25,639 (2020: £12,868).

To enable the refurbishment of the kitchen, £53,344 was transferred from Restricted funds to Unrestricted funds allowing the utilisation of part of Father Barnes legacy. Unrestricted funds at 31 December 2021 were £116,828 (2020: £37,845), however most of these funds are invested in the fixed asset additions made during the year.

Restricted funds

Restricted funds in 2021 include:

- a bequest made in 2017 with a final payment received in 2020 under the will of Father Barnes, who was a previous curate at St Thomas, to the Vicar and Churchwardens of St Thomas Church Brentwood. Part of this legacy was transferred to Unrestricted funds during the year to fund the kitchen refurbishment.
- the remaining funds are set aside for general restoration projects planned in future years
- funds raised specifically for Music related initiatives as detailed in note 13 on page 16 of the financial statements.
- Part of a bequest received in 2020 under the will of Anne Jarrett, who was a long-standing member of our church, to the Vicar and Churchwardens of St Thomas Church Brentwood, amounting to £10,981 was used to replace church vestments to enhance our services.

At 31 December 2021, total restricted funds amounted to £64,523 (2020: £132,271).

Endowment funds

Permanent endowment funds are to be permanently retained for the benefit of the PCC as a capital fund, the income therefrom to be used for general purposes at the discretion of Council. The permanent endowment funds are detailed in note 12 on page 15 to the financial statements and at 31 December 2021 amounted to £573,717 (2020: £574,796). The investments, forming part of the fund increased in value by £5,321.

Reserves Policy

The reserves policy of the Council is to maintain a level of reserves which will provide a stable base for the PCC's continuing activities whilst ensuring that excessive funds are not accumulated. The Council review the reserves policy on a regular basis in order to maintain reserves equating to two months of unrestricted expenditure, excluding future depreciation charges for the audio visual equipment and kitchen refurbishment. However, due to the level of restricted funds still held, the reserve policy has been reduced to one month of unrestricted expenditure.

At 31 December 2021, the PCC had unrestricted reserves of £116,828 (2020: £37,845).

It is the policy to invest excess funds with the CBF Church of England Deposit Fund.

Approval

This report was approved by the PCC on 3rd May 2022 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

Statement of Trustees' responsibilities in respect of the financial statements

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to Charities in England and Wales requires the trustees to prepare the financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included in the Charity's website.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD FOR THE YEAR ENDED 30 SEPTEMBER 2020

Opinion

We have audited the financial statements of St. Thomas of Canterbury Parish Church of Brentwood for the year ended 31 December 2021 which comprise Statement of Financial Activities, Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or parent charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the charity's financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or the parent charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of Our Report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.


Fintan Crowley (Senior Statutory Auditor)

Crowley Young
Chartered Accountants and Statutory Auditor
Level 1
Devonshire House
One Mayfair Place
London W1J 8AJ

Date: 4th May 2022

**Statement of Financial Activities
for the year ended 31 December 2021**

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2021 £
Donations	2	145,381			145,381
Other Voluntary Incoming resources	3	11,429			11,429
Charitable Trading	4	33,535			33,535
Income from investments	4	1,138		5,321	6,459
Other incoming resources	4	9,000	3,751		12,751
Total Incoming Resources		200,483	3,751	5,321	209,555
Resources Expended					
Grants and Donations	5	1,799			1,799
Activities related to Church Work	6	171,480	18,155	6,400	196,035
Management and administration	7	1,565			1,565
Total Resources used		174,844	18,155	6,400	199,399
Net Incoming/ (Outgoing) Resources before transfers		25,639	(14,404)	(1,079)	10,156
Transfer between funds		53,344	(53,344)	-	-
Net Movement in Funds		78,983	(67,748)	(1,079)	10,156
Funds at 1 January 2021		37,845	132,271	574,796	744,912
Funds at 31 December 2021		116,828	64,523	573,717	755,068

The notes on pages 11 to 16 form part of these financial statements.

**Statement of Financial Activities
for the year ended 31 December 2020 (Comparatives)**

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2020 £
<i>Donations</i>	2	153,496	55,703		209,199
<i>Other Voluntary Incoming resources</i>	3	8,955	69		9,024
<i>Charitable Trading</i>	4	43,861			43,861
<i>Income from investments</i>	4	1,401		2,393	3,794
<i>Other incoming resources</i>	4	3,750	2,460		6,210
Total Incoming Resources		211,463	58,232	2,393	272,088
Resources Expended					
<i>Grants and Donations</i>	5	5,830			5,830
<i>Activities related to Church Work</i>	6	191,535	8,056	6,400	205,991
<i>Management and administration</i>	7	1,230			1,230
Total Resources used		198,595	8,056	6,400	213,051
Net Incoming/ (Outgoing) Resources before transfers		12,868	50,176	(4,007)	59,037
Transfer between funds		-	-	-	-
Net Movement in Funds		12,868	50,176	(4,007)	59,037
Funds at 1 January 2020		24,977	82,095	578,803	685,875
Funds at 31 December 2020		37,845	132,271	574,796	744,912

The notes on pages 11 to 16 form part of these financial statements.

Statement of Financial Position as at 31 December 2021

	Notes	2021	2020
FIXED ASSETS	8	638,225	537,600
INVESTMENTS	9	42,519	37,198
CURRENT ASSETS			
Debtors	10	9,946	13,643
Bank balances		70,094	175,788
		<u>80,040</u>	<u>189,431</u>
CURRENT LIABILITIES	11	<u>5,716</u>	<u>19,317</u>
NET CURRENT ASSETS		74,324	170,114
NET ASSETS		<u>£755,068</u>	<u>£744,912</u>
CAPITAL FUNDS			
Permanent endowments	12	573,717	574,796
INCOME FUNDS			
Restricted funds	13	64,523	132,271
Unrestricted funds		116,828	37,845
		<u>£755,068</u>	<u>£744,912</u>

Approved by the Council on the 3rd May 2022 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

The notes on pages 11 to 16 form part of these financial statements.

Notes to the financial statements for the year ended 31 December 2021

1. Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and investments, which are included at fair value.

The financial statements have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and the Republic of Ireland and the requirements of the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Fixed assets

Fixed assets are stated at cost (less any grants) or valuation, less depreciation. Individual fixed assets costing less than £1,000 are not capitalised.

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost on a reducing balance basis over their expected useful economic lives as follows

Freehold properties:	1% per annum, straight line
Furniture and equipment:	25% per annum, straight line

Investment properties held to earn rentals and/or for capital appreciation are measured at fair value at the reporting date. The surplus or deficit on revaluation is recognized in the Statement of Financial Activities. Where the fair value cannot be achieved without undue cost or effort, investment properties are held as tangible fixed assets.

1.3 Investments

Investments held as fixed assets are stated at market value. Those held as current assets are stated at the lower of cost and net realisable value.

1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the PCC is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers.

1.5 Resources expended

Expenditure is accounted for on an accruals basis, inclusive of any VAT, which cannot be recovered. Expenditure, which is directly attributable to specific activities, has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

1.6 Cash flow statement

The Council has elected to take advantage of the exemption under FRS102 not to prepare a cash flow statement.

1.7 Expenditure on management and administration of the charity

Administration expenditure includes all expenditure not directly related to charitable activities or fundraising ventures.

Notes to the financial statements for the year ended 31 December 2021

Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2021 Total Funds £	2020 Total Funds £
2 Donations					
Planned giving:					
Covenanted Subs. & Envelopes	63,581			63,581	69,532
Income tax recoverable	17,036			17,036	17,912
CAF & PGS	12,978			12,978	4,848
Plate Collections	2,320			2,320	4,146
General Donations	3,460			3,460	7,583
Legacies and Bequests					51,678
Government Grant	46,006			46,006	53,500
	145,381	-	-	145,381	209,199
3 Other Voluntary incoming resources					
Bazaar, Promises, Chairs, Fabric, Concerts, Choir	11,429			11,429	9,024
	11,429	-	-	11,429	9,024
4 Income from Charitable Trading					
Magazine	281			281	237
Bookstall	415			415	424
Church Centre	40			40	421
Church & Hall use	1,620			1,620	5,283
Fees	9,748			9,748	6,929
Rent	19,533			19,533	29,332
Votive Candles	1,898			1,898	1,235
	33,535	-	-	33,535	43,861
Income from Investments					
Interest	1,138			1,138	1,401
(Loss)/Gain on Investments			5,321	5,321	2,393
	1,138	-	5,321	6,459	3,794
Other Incoming Resources					
Curate Housing Credit	9,000			9,000	3,750
St Thomas Music Foundation		3,751		3,751	2,460
	9,000	3,751	-	12,751	6,210
Total incoming resources	200,483	3,751	5,321	209,555	272,088

Notes to the financial statements for the year ended 31 December 2021

Resources used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2021 Total Funds £	2020 Total Funds £
5 Grants and donations					
Missions & charities	1,005			1,005	3,051
Donation to schools	794			794	2,779
	1,799	-	-	1,799	5,830
6 Activities relating to Church work					
Ministry: Parish share	75,000			75,000	101,332
Clergy travel and costs	4,636			4,636	3,232
Sanctuary costs	1,742			1,742	1,340
Electricity and gas	6,602			6,602	8,931
Telephone, reprographics, flowers and miscellaneous expenses	8,448			8,448	9,041
Upkeep of Services, Vestments, Mission	3,745	10,981		14,726	5,652
Church and hall insurance	8,405			8,405	8,259
Church maintenance - general	8,471			8,471	11,456
Cleaning	6,892			6,892	6,945
Hall maintenance	-			-	455
Junior church	-			-	65
Music costs, Choir and Consultant Fees	19,363			19,363	13,415
Magazine, Church Centre, Bookstall, Events, Fees and Votive Candles Costs	8,212			8,212	6,586
St. Thomas' Road property repairs	10,526			10,526	19,826
St Thomas Music Foundation Expenses		7,174		7,174	2,644
Depreciation	9,438		6,400	15,838	6,812
	171,480	18,155	6,400	196,035	205,991
7 Church Management & Administration					
Stewardship Expenses	545			545	210
Audit Fees	1,020			1,020	1,020
	1,565	-	-	1,565	1,230
Total resources used	174,844	18,155	6,400	199,399	213,051

Notes to the financial statements for the year ended 31 December 2021

8 Tangible fixed assets

Cost/valuation	Freehold properties £	Furniture and equipment £	Total £
At 1 January 2021	640,000	38,711	678,711
Additions	-	116,463	116,463
At 31 December 2021	<u>640,000</u>	<u>155,174</u>	<u>795,174</u>
Depreciation			
At 1 January 2021	102,400	38,711	141,111
Charge for year	6,400	9,438	15,838
At 31 December 2021	<u>108,800</u>	<u>48,149</u>	<u>156,949</u>
Net book value			
31 December 2021	<u>531,200</u>	<u>107,025</u>	<u>638,225</u>
31 December 2020	<u>537,600</u>	<u>-</u>	<u>537,600</u>

The freehold properties, which are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC, were bequeathed to the PCC many years ago and are included at open market value. However, the properties are subject to the restrictions referred to in the respective conveyances of the properties.

Two of the properties are held as investment properties and are not depreciated.

9 Investments

CBF Church of England Investment Fund	
Market value	£
At 1 January 2021	37,198
Revaluation	5,321
At 31 December 2021	<u>42,519</u>

10 Debtors

	2021 £	2020 £
Income tax recoverable	3,410	3,890
Prepayments	5,738	9,703
Accounts receivable	798	50
	<u>9,946</u>	<u>13,643</u>
Less Provision for doubtful debts	-	-
	<u>9,946</u>	<u>13,643</u>

11 Creditors

	2021 £	2020 £
Accounts payable	5,716	19,317
	<u>5,716</u>	<u>19,317</u>

Notes to the financial statements for the year ended 31 December 2021

12	Endowment funds	Property funds	Choral Foundation	N. Mansell Memorial Fund	School Music Trust	Total
		£	£	£	£	£
	At 1 January 2021	537,600	23,169	9,622	4,405	574,796
	Unrealised gain/(loss)		3,314	1,377	630	5,321
	Depreciation	(6,400)				(6,400)
	At 31 December 2021	<u>531,200</u>	<u>26,483</u>	<u>10,999</u>	<u>5,035</u>	<u>573,717</u>

2020 Comparatives

	Property funds	Choral Foundation	N. Mansell Memorial Fund	School Music Trust	Total
	£	£	£	£	£
<i>At 1 January 2020</i>	544,000	21,678	9,004	4,121	578,803
<i>Unrealised gain/(loss)</i>		1,491	618	284	2,393
<i>Depreciation</i>	(6,400)				(6,400)
<i>At 31 December 2020</i>	<u>537,600</u>	<u>23,169</u>	<u>9,622</u>	<u>4,405</u>	<u>574,796</u>

Property Funds - represents the Curate's house at 25-27 St Thomas Road and the flats at 29 and 31 St Thomas Road, all of which were bequeathed to the PCC many years ago and are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC. The rental income from the flats can be used by the PCC for general purposes but particularly for the maintenance of the Curate's house.

Choral Foundation - income to be used for maintaining the musical tradition at St Thomas'

N Mansell Memorial Fund - income to be used for assistance of organ scholars.

School Music Trust - income to be used for the purchase of music for the two St Thomas' schools.

Notes to the financial statements for the year ended 31 December 2021

13 Restricted Funds

	Father Barnes Legacy	Sacristy/ A Jarrett Legacy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2021	74,017	44,122	5,146	8,986	132,271
Net incoming/(outgoing) resources for the year	(53,344)	(10,981)	-	(3,423)	(67,748)
At 31 December 2021	<u>20,673</u>	<u>33,141</u>	<u>5,146</u>	<u>5,563</u>	<u>64,523</u>

2020 Comparatives

Restricted Funds

	Father Barnes Legacy	Sacristy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2020	67,576	248	5,101	9,170	82,095
Net incoming/(outgoing) resources for year	6,441	43,874	45	(184)	50,176
At 31 December 2020	<u>74,017</u>	<u>44,122</u>	<u>5,146</u>	<u>8,986</u>	<u>132,271</u>

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment Funds	Total funds
	£	£	£	£
Fixed assets	107,025		531,200	638,225
Investments			42,519	42,519
Net current assets	9,803	64,523	(2)	74,324
Total	<u>116,828</u>	<u>64,523</u>	<u>573,717</u>	<u>755,068</u>

Accounts

Charity Registration No. 1135103



FINANCIAL STATEMENTS

- for the year ended –

31st December 2020

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Index to the financial statements for the year ended 31st December 2020

1	Legal and administrative information
2 - 4	Annual report
5	Statement of Trustees' Responsibilities
6	Auditors' report
7	Statement of financial activities for year ended 31 st December 2020
8	Statement of financial activities for year ended 31 st December 2019 (<i>Comparatives</i>)
9	Statement of financial position as at 31 December 2020
10 - 15	Notes to the financial statements

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Legal and administrative information

Vicar	Reverend Canon Mark North
Parochial Church Council (PCC)	Reverend Canon Mark North (Chair) Father Matthew Austen (Curate) Anthony Painter (Churchwarden and Vice-Chair) Emma-Jane Sharp (Churchwarden) Kelly Martin (Secretary) Wendy Taylor (Treasurer) John Bloomfield Mia Davies Anthony Dipper John Gowlett Dennis Grante Lesley Lynn Elspeth McKinnon Ross Morrell Paul Pullin Emma Pye David Rooke Russell Tilbury
Church	St Thomas' Church St Thomas' Road Brentwood Essex CM14 4DB
Auditors	Crowley Young Chartered Accountants Devonshire House One Mayfair Place London W1J 8AJ
Investment Managers	CCLA Investment Management Limited 80 Cheapside London EC2V 6DZ
Bank	Natwest Bank 46 High Street Brentwood, Essex CM14 4AL

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Annual report of the Parochial Church Council for the year ended 31 December 2020

Administrative Information

St. Thomas of Canterbury Church is situated in St Thomas Road Brentwood. It is part of The Diocese of Chelmsford within the Church of England. The correspondence address is The Church Centre, St Thomas Road, Brentwood CM14 4DF.

Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. All eligible Church attendees are encouraged to register on the Electoral Roll, attend the Annual Parochial Church Meeting, and stand for election to the PCC.

The PCC has reviewed the holding and processing of data for legal, personnel, administrative and management purposes and in particular to the processing of any "sensitive personal data" (as defined in the General Data Protection Regulation effective from the 25th May 2018). The PCC has a policy which is available to parishioners and the public on request (*St Thomas's Data Privacy Policy*).

Objectives and activities

St. Thomas of Canterbury PCC has the responsibility of co-operating with the Vicar, in promoting within the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church, the Church Centre, Stokes House (for clergy accommodation) and the flats at 29 and 31 St. Thomas Road.

Achievements and performance

There are 169 (2019: 167) parishioners on the Church Electoral Roll, 96 of whom are not resident within the parish. 6 names were added during the year and 4 were removed through death, requested removal or because they moved away from the parish. The average weekly attendance in 2020, counted during October was 152 adults and 19 children, which is approximately 50% of the attendance measured in 2019 and obviously reflects the pandemic impact on attendance.

In 2020, there were 2 confirmation services carried out, with 24 candidates confirmed, 5 children received the sacrament of baptism and 2 couples were married in the church. In addition, the parish clergy and licenced lay ministers conducted 18 funerals in the church and at local crematorium and cemeteries.

Services are normally held on 6 days during the week with 3 regular services on Sunday. Additional services are provided on Festivals and Holy days. The Church is usually open every day for prayer, information and as a sacred space for visitors. However during 2020, the church was closed to worshippers and visitors from 23rd March to 4th July and again for worshippers from 5th November to 23rd December.

The ministry team of clergy and licenced lay ministers have continued to support other churches within the deanery and the emerging mission and ministry unit, leading worship and conducting pastoral offices as required.

Home groups, prayer groups and study groups continued to meet throughout the year via online methods.

Review of the year

The full PCC met seven times during the year (6 online and 1 in person) with an average level of attendance of 86 per cent. Committees met between meetings and minutes of their deliberations were received by the full PCC and discussed where necessary.

The year has been a challenging one with the pandemic related regulations resulting in the church being closed to the public for a significant length of time. However, the PCC has endeavoured to continue engaging with the congregation and the wider community through live-streaming our daily services and running Zoom coffee mornings after mass on Sunday. The Friends of St Thomas have run virtual quiz nights, virtual courses such as Christmas wreath-making and afternoon tea deliveries as permitted. The Spire is published quarterly and the parish website has been refreshed with updated layout and information.

The Missions and Charities supported this year were the Royal British Legion, Brentwood Food Bank, British Red Cross, Church of England Children's Society, Christian Aid, Church Urban Fund, Crisis, St Francis Hospice and Friends of Chelmsford Churches.

The Church has continued to act as a collection point when open, for the gathering of large amounts of food and household requirements to give to the locally church-run Food Bank, including continuing emergency help to various callers in need.

In addition, the PCC applied for a grant from the Cultural Heritage Fund (run by the Lottery Board) to cover some of our costs between October 2020 and March 2021. The costs reimbursed relate to our music heritage, insurance and installation

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

of audio visual equipment to enable a sustainable solution to the live-streaming of our services and recording of events held in the church such as concerts, weddings and other significant occasions.

The financial impact of the pandemic has been significant with income from planned giving down 13% but the greatest impact has been on our events and other income which shows a reduction of 65% when compared to 2019. This excludes the donations made for specific restoration projects, grant income and legacies received.

Whilst the PCC has controlled expenditure where it was optional, with the appointment of a new curate, Stokes House has had to undergo significant repairs and maintenance to bring it up to an acceptable standard having been tenanted for many years. Other maintenance included the rewiring and reorganisation of the church office to accommodate better working conditions for both the clergy and volunteers. Our Parish share contribution was similar to 2019, however the amount paid was the maximum available excluding the balance of the cash from the grant which is to be expended in 2021.

The 2020 plans of the Stewardship Committee for launching the Parish Giving Scheme were also impacted by the closure of the church and reduction in attendees so this campaign is being refreshed and will be launched early in 2021. The PCC has continued to recover VAT under the Listed Places of Worship Government Scheme relating to its restoration and maintenance work.

Our mission to younger people has continued as regulations permitted with a regular number of school Eucharists held at the schools and in the Church.

Financial review

Unrestricted funds

Total unrestricted fund receipts were £211,463 (2019: £204,611) and are detailed in the Statement of Financial Activities, of which the St. Thomas Road properties provided a gross income of £29,332 (2019: £34,526).

Expenditure of £198,595 (2019: £210,957) was incurred to provide the Christian ministry from St. Thomas Church, including church, hall and Stokes House repairs and maintenance of £26,765 (2019: £15,254), and the voluntary contribution to the Diocesan parish share (the amount requested being an allocation made by the Diocese to each church in the parish) of £101,332 (2019: £108,000).

The net result for the year, before transfers, was an excess of income over expenditure of £12,868 (2019: Deficit of £6,346). Unrestricted funds at 31 December 2020 were £37,845 (2019: £24,977).

Restricted funds

Restricted funds in 2020 include:

- a bequest made in 2017 with a final payment received in 2020 under the will of Father Barnes, who was a previous curate at St Thomas, to the Vicar and Churchwardens of St Thomas Church Brentwood,
- an amount set aside for general restoration projects planned in future years,
- funds raised specifically for Music related initiatives as detailed in note 13 on page 15 of the financial statements.
- and a bequest received in 2020 under the will of Anne Jarrett, who was a long-standing member of our church, to the Vicar and Churchwardens of St Thomas Church Brentwood.

At 31 December 2020, total restricted funds amounted to £132,271 (2019: £82,095).

Endowment funds

Permanent endowment funds are to be permanently retained for the benefit of the PCC as a capital fund, the income therefrom to be used for general purposes at the discretion of Council. The permanent endowment funds are detailed in note 12 on page 14 to the financial statements and at 31 December 2020 amounted to £574,796 (2019: £578,803). The investments, forming part of the fund increased in value by £2,393.

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

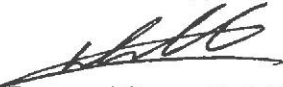
Reserves Policy

The reserves policy of the Council is to maintain a level of reserves which will provide a stable base for the PCC's continuing activities whilst ensuring that excessive funds are not accumulated. The Council review the reserves policy on a regular basis in order to maintain reserves equating to two months of unrestricted expenditure, excluding restoration and refurbishment costs. At 31 December 2020, the PCC had unrestricted reserves of £37,845 (2019: £24,977) but part of these reserves were committed to expenditure for which a grant was received.

It is the policy to invest excess funds with the CBF Church of England Deposit Fund.

Approval

This report was approved by the PCC on 15th May 2021 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Statement of Trustees' responsibilities in respect of the financial statements

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to Charities in England and Wales requires the trustees to prepare the financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included in the Charity's website.

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Independent auditors report to the members of St Thomas of Canterbury Parish Church of Brentwood

We have audited the financial statements of St. Thomas of Canterbury Parish Church of Brentwood for the year ended 31 December 2020 which comprise the Statements of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS102 "The Financial Reporting Standard applicable in the UK and the Republic of Ireland".

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement on page 4 the trustees of the PCC are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements and to identify any information that is materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing our audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

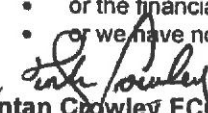
In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- and have been prepared in accordance with the requirements of the Charities Act 2011.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements;
- or the financial statements are not in agreement with the accounting records and returns;
- or we have not received all the information and explanations we require for our audit.


Fintan Crowley FCCA (Senior Statutory Auditor)
For and on behalf of Crowley Young

Chartered Accountants and
Statutory Auditors
Devonshire House
One Mayfair Place
London W1J 8AJ

Dated: 15 May 2021

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Statement of Financial Activities for the year ended 31 December 2020

Incoming Resources	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2020 £
Donations	2	153,496	55,703		209,199
Other Voluntary Incoming resources	3	8,955	69		9,024
Charitable Trading	4	43,861			43,861
Income from investments	4	1,401		2,393	3,794
Other incoming resources	4	3,750	2,460		6,210
Total Incoming Resources		211,463	58,232	2,393	272,088
Resources Expended					
Grants and Donations	5	5,830			5,830
Activities related to Church Work	6	191,535	8,056	6,400	205,991
Management and administration	7	1,230			1,230
Total Resources used		198,595	8,056	6,400	213,051
Net Incoming/ (Outgoing) Resources before transfers		12,868	50,176	(4,007)	59,037
Transfer between funds		-	-	-	-
Net Movement in Funds		12,868	50,176	(4,007)	59,037
Funds at 1 January 2020		24,977	82,095	578,803	685,875
Funds at 31 December 2020		37,845	132,271	574,796	744,912

The notes on page 10 to 15 form part of these financial statements.

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Statement of Financial Activities for the year ended 31 December 2019 (Comparatives)

<i>Incoming Resources</i>	<i>Notes</i>	<i>Unrestricted Funds £</i>	<i>Restricted Funds £</i>	<i>Endowment Funds £</i>	<i>2019 £</i>
<i>Donations</i>	<i>2</i>	<i>115,993</i>	<i>20</i>		<i>116,013</i>
<i>Other Voluntary Incoming resources</i>	<i>3</i>	<i>31,293</i>	<i>80</i>		<i>31,373</i>
<i>Charitable Trading</i>	<i>4</i>	<i>55,729</i>			<i>55,729</i>
<i>Income from investments</i>	<i>4</i>	<i>1,596</i>		<i>5,484</i>	<i>7,080</i>
<i>Other incoming resources</i>	<i>4</i>		<i>4,630</i>		<i>4,630</i>
<i>Total Incoming Resources</i>		<i>204,611</i>	<i>4,730</i>	<i>5,484</i>	<i>214,825</i>
<i>Resources Expended</i>					
<i>Grants and Donations</i>	<i>5</i>	<i>11,453</i>			<i>11,453</i>
<i>Activities related to Church Work</i>	<i>6</i>	<i>197,759</i>	<i>8,721</i>	<i>6,400</i>	<i>212,880</i>
<i>Management and administration</i>	<i>7</i>	<i>1,745</i>			<i>1,745</i>
<i>Total Resources used</i>		<i>210,957</i>	<i>8,721</i>	<i>6,400</i>	<i>226,078</i>
<i>Net Incoming/ (Outgoing) Resources before transfers</i>		<i>(6,346)</i>	<i>(3,991)</i>	<i>(916)</i>	<i>(11,253)</i>
<i>Transfer between funds</i>		<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Net Movement for the year</i>		<i>(6,346)</i>	<i>(3,991)</i>	<i>(916)</i>	<i>(11,253)</i>
<i>Funds at 1 January 2019</i>		<i>31,323</i>	<i>86,086</i>	<i>579,719</i>	<i>697,128</i>
<i>Funds at 31 December 2019</i>		<i>24,977</i>	<i>82,095</i>	<i>578,803</i>	<i>685,875</i>

The notes on page 10 to 15 form part of these financial statements.

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Statement of Financial Position as at 31 December 2020

	Notes	2020	2019
FIXED ASSETS	8	537,600	544,412
INVESTMENTS	9	37,198	34,805
CURRENT ASSETS			
Debtors	10	13,643	12,829
Bank balances		175,788	96,137
		<u>189,431</u>	<u>108,966</u>
CURRENT LIABILITIES	11	<u>19,317</u>	<u>2,308</u>
NET CURRENT ASSETS		170,114	106,658
NET ASSETS		<u>£744,912</u>	<u>£685,875</u>
CAPITAL FUNDS			
Permanent endowments	12	574,796	578,803
INCOME FUNDS			
Restricted funds	13	132,271	82,095
Unrestricted funds		37,845	24,977
		<u>£744,912</u>	<u>£685,875</u>

Approved by the Council on the 15th May 2021 and signed on its behalf by:



Reverend Canon Mark North
Chair of Parochial Church Council

The notes on page 10 to 15 form part of these financial statements.

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Notes to the financial statements for the year ended 31 December 2020

1. Accounting policies

1.1 Accounting convention

The financial statements have been prepared under the historical cost convention as modified by the revaluation of land and buildings and investments, which are included at fair value.

The financial statements have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and the Republic of Ireland and the requirements of the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

1.2 Fixed assets

Fixed assets are stated at cost (less any grants) or valuation, less depreciation. Individual fixed assets costing less than £1,000 are not capitalised.

Depreciation is provided on tangible fixed assets at rates calculated to write off the cost on a reducing balance basis over their expected useful economic lives as follows

Freehold properties: 2% per annum, straight line

Furniture and equipment: 25% per annum, straight line

Investment properties held to earn rentals and/or for capital appreciation are measured at fair value at the reporting date. The surplus or deficit on revaluation is recognized in the Statement of Financial Activities. Where the fair value cannot be achieved without undue cost or effort, investment properties are held as tangible fixed assets.

1.3 Investments

Investments held as fixed assets are stated at market value. Those held as current assets are stated at the lower of cost and net realisable value.

1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the PCC is legally entitled to the income and the amount can be quantified with reasonable accuracy. No amounts are included in the financial statements for services donated by volunteers.

1.5 Resources expended

Expenditure is accounted for on an accruals basis, inclusive of any VAT, which cannot be recovered.

Expenditure, which is directly attributable to specific activities, has been included in these cost categories. Where costs are attributable to more than one activity, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

1.6 Cash flow statement

The Council has elected to take advantage of the exemption under FRS102 not to prepare a cash flow statement.

1.7 Expenditure on management and administration of the charity

Administration expenditure includes all expenditure not directly related to charitable activities or fundraising ventures.

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Notes to the financial statements for the year ended 31 December 2020

Incoming resources

	Unrestricted Funds £	Restricted Funds £	Endowmen t Funds £	2020 Total Funds £	2019 Total Funds £
2 Donations					
Planned giving:					
Covenanted Subs. & Envelopes	69,532			69,532	71,934
Income tax recoverable	17,912			17,912	19,999
CAF and CHQ.	4,848			4,848	1,497
Plate Collections	4,146			4,146	16,256
General Donations	3,558	4,025		7,583	3,327
Legacies and Bequests		51,678		51,678	3,000
Government Grant	53,500			53,500	
	<u>153,496</u>	<u>55,703</u>	<u>-</u>	<u>209,199</u>	<u>116,013</u>
3 Other Voluntary incoming resources					
Bazaar, Promises, Chairs, Fabric, Concerts, Choir	8,955	69		9,024	31,373
	<u>8,955</u>	<u>69</u>	<u>-</u>	<u>9,024</u>	<u>31,373</u>
4 Income from Charitable Trading					
Magazine	237			237	443
Bookstall	424			424	871
Church Centre	421			421	2,067
Church & Hall use	5,283			5,283	8,739
Fees	6,929			6,929	6,861
Rent	29,332			29,332	34,526
Votive Candles	1,235			1,235	2,222
	<u>43,861</u>	<u>-</u>	<u>-</u>	<u>43,861</u>	<u>55,729</u>
Income from Investments					
Interest	1,401			1,401	1,596
(Loss)/Gain on Investments			2,393	2,393	5,484
	<u>1,401</u>	<u>-</u>	<u>2,393</u>	<u>3,794</u>	<u>7,080</u>
Other Incoming Resources					
Curate Housing Credit	3,750			3,750	-
St Thomas Music Foundation		2,460		2,460	4,630
	<u>3,750</u>	<u>2,460</u>	<u>-</u>	<u>6,210</u>	<u>4,630</u>
Total incoming resources	<u>211,463</u>	<u>58,232</u>	<u>2,393</u>	<u>272,088</u>	<u>214,825</u>

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Notes to the financial statements for the year ended 31 December 2020

Resources used

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	2020 Total Funds £	2019 Total Funds £
5 Grants and donations					
Missions & charities	3,051			3,051	7,045
Donation to schools	2,779			2,779	4,408
	<u>5,830</u>	<u>-</u>	<u>-</u>	<u>5,830</u>	<u>11,453</u>
6 Activities relating to Church work					
Ministry: Parish share	101,332			101,332	108,000
Clergy travel and costs	3,232			3,232	3,333
Vicarage costs	-			-	6,800
Sanctuary costs	1,092	248		1,340	1,576
Electricity and gas	8,931			8,931	8,330
Telephone, reprographics, flowers and miscellaneous expenses	8,849	192		9,041	7,365
Upkeep of Services, Vestments, Mission	5,652			5,652	4,532
Church and hall insurance	8,259			8,259	7,866
Church maintenance - general	6,484	4,972		11,456	8,454
Cleaning	6,945			6,945	6,743
Hall maintenance	455			455	-
Junior church	65			65	699
Music costs, Choir and Consultant Fees	13,415			13,415	13,447
Magazine, Church Centre, Bookstall, Events, Fees and Votive Candles Costs	6,586			6,586	12,836
St. Thomas' Road property repairs	19,826			19,826	7,328
St Thomas Music Foundation Expenses	-	2,644		2,644	4,824
Depreciation	412		6,400	6,812	10,747
	<u>191,535</u>	<u>8,056</u>	<u>6,400</u>	<u>205,991</u>	<u>212,880</u>
7 Church Management & Administration					
Stewardship Expenses	210			210	625
Audit Fees	1,020			1,020	1,120
	<u>1,230</u>	<u>-</u>	<u>-</u>	<u>1,230</u>	<u>1,745</u>
Total resources used	<u>198,595</u>	<u>8,056</u>	<u>6,400</u>	<u>213,051</u>	<u>226,078</u>

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Notes to the financial statements for the year ended 31 December 2020

8 Tangible fixed assets

Cost/valuation	Freehold properties £	Furniture and equipment £	Total £
At 1 January 2020	640,000	38,711	678,711
Additions	-	-	-
At 31 December 2020	<u>640,000</u>	<u>38,711</u>	<u>678,711</u>
Depreciation			
At 1 January 2020	96,000	38,299	134,299
Charge for year	6,400	412	6,812
At 31 December 2020	<u>102,400</u>	<u>38,711</u>	<u>141,111</u>
Net book value			
31 December 2020	<u>537,600</u>	<u>-</u>	<u>537,600</u>
31 December 2019	<u>544,000</u>	<u>412</u>	<u>544,412</u>

The freehold properties, which are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC, were bequeathed to the PCC many years ago and are included at open market value. However, the properties are subject to the restrictions referred to in the respective conveyances of the properties.

Two of the properties are held as investment properties and are not depreciated.

9 Investments

CBF Church of England Investment Fund

Market value	£
At 1 January 2020	34,805
Revaluation	2,393
At 31 December 2020	<u>37,198</u>

10 Debtors

	2020 £	2019 £
Income tax recoverable	3,890	4,848
Prepayments	9,703	5,918
Accounts receivable	50	10,400
	<u>13,643</u>	<u>21,166</u>
Less Provision for doubtful debts	-	(8,337)
	<u>13,643</u>	<u>12,829</u>

11 Creditors

	2020 £	2019 £
Accounts payable	19,317	2,308
	<u>19,317</u>	<u>2,308</u>

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Notes to the financial statements for the year ended 31 December 2020

12	Endowment funds	Property funds £	Choral Foundation £	N. Mansell Memorial Fund £	School Music Trust £	Total £
	At 1 January 2020	544,000	21,678	9,004	4,121	578,803
	Unrealised gain/(loss)		1,491	618	284	2,393
	Depreciation	(6,400)				(6,400)
	At 31 December 2020	<u>537,600</u>	<u>23,169</u>	<u>9,622</u>	<u>4,405</u>	<u>574,796</u>

2019 Comparatives

	Property funds £	Choral Foundation £	N. Mansell Memorial Fund £	School Music Trust £	Total £
Endowment funds					
At 1 January 2019	550,400	18,262	7,585	3,472	579,719
Unrealised gain/(loss)		3,416	1,419	649	5,484
Depreciation	(6,400)				(6,400)
At 31 December 2019	<u>544,000</u>	<u>21,678</u>	<u>9,004</u>	<u>4,121</u>	<u>578,803</u>

Property Funds - represents the Curate's house at 25-27 St Thomas Road and the flats at 29 and 31 St Thomas Road, all of which were bequeathed to the PCC many years ago and are held by The Chelmsford Diocesan Board of Finance on behalf of the PCC. The rental income from the flats can be used by the PCC for general purposes but particularly for the maintenance of the Curate's house.

Choral Foundation - income to be used for maintaining the musical tradition at St Thomas'

N Mansell Memorial Fund - income to be used for assistance of organ scholars.

School Music Trust - income to be used for the purchase of music for the two St Thomas' schools.

ST. THOMAS OF CANTERBURY PARISH CHURCH OF BRENTWOOD

Notes to the financial statements for the year ended 31 December 2020

13 Restricted Funds

	Father Barnes Legacy	Sacristy/ A Jarrett Legacy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2020	67,576	248	5,101	9,170	82,095
Net incoming/(outgoing) resources for the year	6,441	43,874	45	(184)	50,176
At 31 December 2020	<u>74,017</u>	<u>44,122</u>	<u>5,146</u>	<u>8,986</u>	<u>132,271</u>

2019 Comparatives

Restricted Funds

	Father Barnes Legacy	Sacristy	General Restoration	St Thomas Music Foundation	Total
	£	£	£	£	£
At 1 January 2019	67,576	248	8,898	9,364	86,086
Net incoming/(outgoing) resources for year		-	(3,797)	(194)	(3,991)
At 31 December 2019	<u>67,576</u>	<u>248</u>	<u>5,101</u>	<u>9,170</u>	<u>82,095</u>

14 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Endowment Funds	Total funds
	£	£	£	£
Fixed assets			537,600	537,600
Investments			37,198	37,198
Net current assets	37,845	132,271	(2)	170,114
Total	<u>37,845</u>	<u>132,271</u>	<u>574,796</u>	<u>744,912</u>

