# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, WARLEY, ANGLICAN DIOCESE OF CHELMSFORD

England & Wales · Charity number 1138758

## Details

| | |
|---|---|
| **Other names** | CHRIST CHURCH WARLEY PCC |
| **Status** | Registered |
| **Legal form** | Previously excepted |
| **Registered** | 2010-11-02 |
| **Register** | View on the Charity Commission register |

## Contact

| | |
|---|---|
| **Address** | Christ Church<br>Warley Hill<br>Great Warley<br>Brentwood<br>CM13 3AA |
| **Phone** | 01277231580 |
| **Email** | admin@christchurchwarley.org |
| **Website** | www.christchurchwarley.org |

## Activities

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

**Activities:** Preaching the good news of salvation through faith in Jesus. Regular public worship open to all. The provision of sacred space for prayer. Visiting the sick and bereaved. Children's activities with a Christian ethos. Activities for senior citizens, parents and toddlers and other special needs groups. If resources, grants are made. Christ Church Centre available for hire to the whole community

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## Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|---|---|---|---|---|
| 2024-12-31 | £122,961 | £103,143 | - | - |
| 2023-12-31 | £122,983 | £102,403 | - | - |
| 2022-12-31 | £113,595 | £102,470 | - | - |
| 2021-12-31 | £91,039 | £91,754 | - | - |
| 2020-12-31 | £89,046 | £87,621 | - | - |

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## Trustees

| Name | Role | Appointed |
|---|---|---|
| **Rev Dawn Marie Butcher** | Chair | 2024-04-23 |
| Amy Louise Horrocks | | 2025-05-11 |
| BRENDON STUART HORROCKS | | 2013-07-29 |
| David Fisher | | 2023-04-23 |
| Dr Louise Kearns | | 2019-09-18 |
| Elaine Dora Le Rasle | | 2023-04-23 |
| Elisabeth Jane Edwin | | 2023-05-17 |
| JOHN HEDLEY KETTLEWELL BA CPFA | | 2013-07-29 |
| Jacqueline Purser | | 2025-05-11 |
| Jane Katherine Montaigu | | 2025-05-11 |
| MARK VINCENT CHARLES TOWNSEND | | 2013-07-29 |
| Olive Edna Law | | 2018-09-19 |
| SYLVIA MAUREEN PARTRIDGE | | |

## Linked charities

- REVEREND HASTINGS ROBINSON'S CHARITY FOR SCHOLARS OF CHRIST CHURCH NATIONAL SCHOOL (1138758-1)
- REVEREND HASTINGS ROBINSON'S CHARITY FOR SCHOLARS OF THE LOWER SCHOOL (1138758-2)
- FREDERICK HIRST'S GIFT (1138758-3)
- FUND FOR THE AGED AND INFIRM OF CHRISTCHURCH, WARLEY (1138758-4)

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, WARLE

England & Wales - Charity number 1138758

# Accounts

# Christ Church, Warley, Brentwood

# Annual Report and Financial Statements

# Year ending 31st December 2024

## Incumbent

Reverend Dawn Butcher

## Bankers

Nat West
46, High Street,
Brentwood,
CM14 4AL

## Independent Examiner

Neville Reid ACA
19, Mills Grove,
Poplar
London
E14 0RH

**Christ Church, Warley, Brentwood**
**Trustees Annual Report**
**for the year ending 31st December 2024**

## PCC Foreword

### Administrative Information

Christ Church is situated at Warley Hill, Warley, Brentwood, Essex, CM13 3AA. This is also the address for correspondence. It is part of the Diocese of Chelmsford within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2006) and a charity registered with the Charity Commission (CC registration number 1138758).

### Aims and purposes

Christ Church Parochial Church Council has the responsibility of cooperating with the Incumbent, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church complex at Christ Church, Warley.

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Christ Church the membership of the PCC consists of the Incumbent, the Church Wardens, members elected by those members of the congregation who are on the electoral roll of the Church, and any member(s) co-opted for specialist skills which are needed at the time.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including decisions on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The PCC meets 6 times during the year. Given its wide responsibilities work is delegated to the Leadership Team and groups responsible for buildings and ministry. There is also a PCC Secretary, Safeguarding Officer, Electoral Roll Officer and a Treasurer appointed by the PCC. All these groups are responsible to the PCC and report back to it regularly.

## PCC Membership 2024

PCC Members who have served anytime from the APCM on 21st April 2024 to the date this report is approved are shown below.

Ex Officio Members
Incumbent and Chair of PCC: Reverend Dawn Butcher from 23rd April 2024
Church Wardens: Olive Law, also Chair of PCC until 23rd April 2024
Sylvia Partridge, also PCC Secretary
Deanery Synod Reps: Olive Law
Louise Kearns

Elected Members:
Tim Wood
Brendon Horrocks
Amy Horrocks
Richard Watts
Elaine La Rasle
David Fisher
John Kettlewell, Treasurer
Mark Townsend
Liz Edwin

## Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups which live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community through

1. Worship, bible study and prayer, learning about the gospel and developing their knowledge and trust in Jesus as Lord and Saviour
2. Provision of pastoral care to people living in the parish
3. Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of Christ Church. This report focuses on finance and governance matters. A separate report on the many activities of the Church shows how the PCC achieved the above objectives in 2024.

## Financial review

### General Fund

The main account of Christ Church is the General Fund, described as unrestricted funds in the financial statements, meaning its funds are available to be spent on PCC general purposes. In 2024 income was £112,764 (compared with £113,265 in 2023), and expenditure was £101,195 (compared with £100,648 in 2023), meaning there was a surplus of £11,569 for the year. This compared with a surplus of £12,617 in 2023. The surplus for 2024 is part of the year end reserve of £30,465. At the start of 2024 a balance of £18,896 was brought forward. In 2024 no transfer from the Aged and Infirm Fund has been made due to a review of the Trust deeds which is currently being carried out.

Note 2 to the Accounts provides the detailed information on income. Income from donations and legacies was £85,618 inclusive of tax recovered on gift aid, thanks to God working through the generosity of church members. There were no legacies in 2024. In 2023 there was a legacy of £1,000 from the estate of the late Gillian Wright. This compares with donations of £83,208 in 2023. Income from the Christ Church Centre was £10,059 compared with £9,185 in 2023. There was also £960 from car parking compared with £2,880 in 2023 as the Walter Boyce Centre had made use of spaces. However, they terminated their agreement with the PCC at the end of April 2024. No other local organisation is currently making use of the spaces. Fee income from weddings and funerals was £1,231 compared with £778 in 2023. Dividend income was maintained: £11,113 was received on the General Fund compared with £10,907 in 2023. Other funds generated were £2,822 made up of tea and coffee money, donations from activities such as film nights, meals and wreath making. This income was offset by expenses incurred in respect of these items, included within the £778 of miscellaneous expenditure.

Note 3 to the Accounts provides the detailed information on expenditure. Expenditure on gas was £3,922 compared with £6,342 in 2023, and expenditure on electricity £2,391 compared with £4,650 in 2023. Because of a change in accounting policy 13 months payments have been included in 2024. In spite of this, a fall in energy prices has led to a reduction in expenditure. Energy contracts with EON are in place until October 2025 for electricity and November 2025 for gas. Because there are now musicians for the morning and evening services, there were no organist costs. The PCC employs a Parish Administrator. Expenditure in 2024 was £3,978 for a full year compared with £2,600 in 2023 for a part year. Expenditure on maintenance was £11,894 in the General Fund compared with £4,739 in 2023. Major items of expenditure were £3,285 on

a replacement boiler for the Centre, £3,250 to retarmac part of the Church drive, £1,738 on lightning protection work and £631 on the fire extinguisher service as a number of extinguishers needed replacing. Other than its annual service there was no expenditure on the church boiler in 2024. A number of these items could have been charged to the Building Trust Fund, but in view of its healthy financial position, were charged to the General Fund. Expenditure on administration was £883 in 2024 compared with £990 in 2023. Expenditure in 2023 included £415 as the Christ Church share of the advertisement for the new vicar. St Mary's contributed the other half. Printing and stationery costs were £722 compared with £1,158 in 2023. The reduction in printing costs is due to the fact that we did not renew the lease for the printer/photocopier when it expired and are using a donated printer/copier. However, this is not a long term solution. Expenditure on upkeep of services was £1,038 compared with £871 in 2023. Extra costs were incurred as an additional music licence was needed from CCLI. Cleaning costs are low as we no longer employ a cleaner. The work is done by volunteers.

What we cannot put a price on is the value of the work of our volunteers, as highlighted in the Activities Report which is produced separately from this report. Without their input the Church would not be able to carry out the many activities it undertakes. Our thanks go to all who volunteer their time and talents.

The methodology for calculating the Parish Share changed for 2023 and more accurately reflects the cost of ministry. As a result, in 2023 and 2024 Christ Church was able to pay its portion of the Parish Share in full. This was the first time in several years the church was able to pay its parish share in full. That said in previous years, as a Benefice both Christ Church and St Mary's had covered the cost of ministry, i.e. what it costs for one stipendiary minister to be employed plus all the overhead costs of the Diocese. In previous years the budget was prepared on the basis of an in-year deficit which would be covered by the balance in the previous year brought forward. Each year income would exceed expectations, and expenditure would also be slightly below budget. So, the in-year surplus was used to support the following year's budget. However, thanks to increased giving, the PCC can now prepare budgets which are in balance and not have to rely on previous year's surpluses. In 2024, donations of £530 were made to MacMillan Cancer Relief, £51 BSCWT for "It's your move" booklets and £50 to Friends of Essex Churches. In 2024, in addition to God's other blessings to Christ Church, God blessed us financially. However, no donations to other charities have made, pending reports on major repairs needed to the fabric of the Church. If the PCC decides to make any other donations they will be made in 2025, funded from the General Fund Reserve.

**Reserves Policy**

As stated above the General Fund Reserve as at 31st December 2024 was £30,465. The importance of reserves is that they provide the cash necessary to smooth out fluctuations in cash flow and meet emergencies. Each month we pay the following large bills by direct debit: parish share (£5,683), gas, electricity and utilities (£491 average but higher in winter). At the end of 2023, the cash balances on the General Fund were £48,924 compared with £43,531 at the end of 2023. The reason for the cash balances being higher than the General Fund Reserve is that there is £19,828 still in hand from the loan for the Parish Hall which is only due for repayment to the Diocese in the long term. Therefore, for 2025 sufficient cash resources are available to meet timing differences between income and expenditure and any emergency items. This position will need to be kept under review.

**Other funds**

The closing balances and main transactions on funds other than the General Fund were as follows:
**Endowment Funds.** These are donations to the Church to be invested and the income used for general or specific purposes such as repairs or the choir. The investments were valued at £36,106 as at 31st December 2024. The comparable figure at the end of 2023 was £35,474. Dividend income of £1,222 was credited to the General Fund (£1,167 in 2023). The PCC is satisfied it continues to be applied in accordance with the terms of the trusts.

**Aged and Infirm**. In 1975, Mr Surridge bequeathed a sum of money to be invested for the benefit of the aged and infirm. Investments produced dividend income of £5,467 compared with £5,194 in 2023. £559 was used to pay for taxis compared with £600 in 2023. There has been no transfer to the General Fund in 2024. The investments which provide dividend income were valued at £89,448 as at 31st December 2024. The 31st December 2023 valuation was £87,176. There is a revenue balance on the Fund of £7,938 as at 31st December 2024, compared with £3,030 on 31st December 2023.

**Building Trust Fund**. This trust was set up in 1996 to provide for work to the interior and exterior of the Church and any work in the grounds. No expenditure was charged to the Fund in 2024. Interest of £1,085 in respect of the amount of Parish Hall loan repaid to the Diocese was credited to the account. The balance at the end of 2024 is £27,284 compared with £26,199 at the end of 2023.

**Thorndales**. The net proceeds due to the PCC relating to the sale of the former curate's house were invested in income shares of the Church Board of Finance Church of England Investment Fund on 30th April 2019. The value of the investment as at 31st December 2024 was £364,497 compared with £356,341 a year earlier. The investment is held by the Diocese as Custodian Trustee. The PCC as Managing Trustee receives the dividend income. Full year dividend income in 2024 was £9,892 compared with income in 2023 of £9,740.

**Parish Hall**. The hall was sold many years ago. The Diocese are custodian trustees and hold the cash. It represents the amount of loan repayments of £683.75 each year by the Church to the Diocese in respect of the loan granted by the Diocese in 1990 for the internal reordering of the Church. This is an interest free loan. At the end of the year the loan outstanding was £19,829 (£20,512 in 2023) and cash held by the Diocese as custodian trustee was £21,867 (£21,184 in 2023). This cash is held in a deposit account and the interest is credited to the Building Trust Fund (see above).

**Pop up Café**. During 2024 café sales exceeded the costs of provisions. There was a balance on the fund of £5,263 as at 31st December 2024 compared with £3,691 a year earlier.

**Toddlers Group**. This group is currently not operating. There is a balance of £1,442 on the fund at the end of the year.

**Memorial Fund**. This fund was closed down in 2023 and its balance transferred to the Building Trust Fund.

Approved by the PCC on 19th March 2025.

Reverend Dawn Butcher
Chair of the PCC

**Independent Examiner's report to the Trustees of Christ Church, Great Warley, Parochial Church Council**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31st December 2024**

## Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

## Independent examiners statement

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

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

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

Neville Reid

Neville Reid, ACA
19 Mills Grove
Poplar
London
E14 0RH

19th March 2025

## Christ Church, Warley, Brentwood
## Statement of Financial Activities
## for the year ending 31st December 2024

| | Note | Unrestricted funds | Designated funds | Restricted funds | Endowment funds | Total funds | Prior year total funds |
|---|---|---|---|---|---|---|---|
| **Income and endowments from:** | **2** | **£** | **£** | **£** | **£** | **£** | **£** |
| Donations and legacies | | 85,618 | — | — | — | 85,618 | 84,208 |
| Charitable activities | | 1,231 | — | — | — | 1,231 | 778 |
| Other trading activities | | 11,019 | — | 2,961 | — | 13,980 | 14,727 |
| Investments | | 12,074 | — | 6,552 | — | 18,626 | 17,621 |
| Other income | | 2,822 | — | 683 | — | 3,505 | 5,649 |
| **Total income** | | **112,764** | — | **10,197** | — | **122,961** | **122,983** |
| **Expenditure on:** | **3** | | | | | | |
| Charitable activities | | 100,417 | — | 584 | — | 101,001 | 99,524 |
| Other expenditure | | 778 | — | 1,364 | — | 2,142 | 2,879 |
| **Total expenditure** | | **101,195** | — | **1,948** | — | **103,143** | **102,403** |
| **Net income / (expenditure) before investment gains/losses** | | **11,569** | — | **8,249** | — | **19,818** | **20,580** |
| Net gains/(losses) on investments | **8** | — | 8,157 | 2,272 | 632 | 11,061 | 30,826 |
| **Net income / (expenditure)** | | **11,569** | **8,157** | **10,521** | **632** | **30,879** | **51,406** |
| **Transfers between funds:** | | | | | | | |
| Gross transfers between funds – in | **7** | — | — | — | — | — | 20,782 |
| Gross transfers between funds – out | **7** | — | — | — | — | — | (20,782) |
| **Net movement in funds** | | **11,569** | **8,157** | **10,521** | **632** | **30,879** | **51,406** |
| **Total funds brought forward** | | **18,896** | **356,341** | **142,722** | **35,474** | **553,433** | **502,027** |
| **Total funds carried forward** | | **30,465** | **364,497** | **153,243** | **36,106** | **584,311** | **553,433** |

## Christ Church, Warley, Brentwood
## Balance sheet
## for the year ending 31st December 2024

| | Note | Total funds £ | Prior year funds £ |
|---|---|---|---|
| **Fixed assets** | | | |
| Investments | 8 | 490,052 | 478,991 |
| | | **490,052** | **478,991** |
| **Current assets** | | | |
| Debtors | 9 | 4,666 | 4,828 |
| Cash at bank and in hand | 11 | 112,728 | 99,077 |
| | | **117,394** | **103,905** |
| **Liabilities** | | | |
| Creditors: Amounts falling due within one year | 10(a) | (3,306) | (8,951) |
| **Net current assets** | | **114,088** | **94,954** |
| **Total assets less current liabilities** | | **604,140** | **573,945** |
| Creditors: Amounts falling due after one year | 10(b) | (19,829) | (20,512) |
| **Total net assets less liabilities** | | **584,311** | **553,433** |
| **Funds of the Charity** | 12 | | |
| **Unrestricted** | | | |
| General fund | | 30,465 | 18,896 |
| **Designated** | | | |
| Sale of Thorndales | | 364,498 | 356,341 |
| **Restricted** | | | |
| Aged and Infirm Fund | | 97,386 | 90,206 |
| Building Trust Fund | | 27,284 | 26,199 |
| Pop up Café | | 5,263 | 3,691 |
| Toddlers Group | | 1,442 | 1,442 |
| Sale of old hall | 14 | 21,867 | 21,184 |
| **Endowment** | | | |
| Endowment | | 36,106 | 35,474 |
| **Funds of the Charity** | | **584,311** | **553,433** |

Approved by the PCC on 19th March 2025

Reverend Dawn Butcher, Chair of the PCC

## NOTE 1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations "true and fair view" provisions. They are also prepared under FRS102 as the applicable accounting standard and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### (a) Income

Planned giving, collections, and similar donations are recognized when received. Tax reclaimed in respect of Gift Aid is recognized when the incoming resources to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when received. All incoming resources are accounted gross with the exception of fees for weddings and funerals. The total income for these items includes amounts due to the Diocese and expenses to helpers. These are netted off the total amount leaving in the accounts only income properly due to the PCC.

### (b) Expenditure

Grants and donations are accounted for when paid over or the PCC commits to paying from resources for the financial year in question. The Diocesan Parish Share is paid over when due provided resources are available. All other expenditure is generally recognized when an obligation to pay has arisen and is accounted for gross.

### (c) Volunteers

Without our volunteers the Church could not function. However, it is not possible to put a value on the work they do.

### (d) Assets

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of charity by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalized in the financial statements.

**Moveable church furnishings**

Moveable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property listed in the church's inventory (which can be inspected at any reasonable time). For anything prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Since then no individual item has cost more than £1,000 and the expenditure has been written down when incurred.

**Tangible fixed assets for use by the charity.**

At present all expenditure is written down when incurred. This will be reviewed if a large amount of expenditure is incurred on a fixed asset and the PCC considers it should be depreciated over its useful economic life.

**Investments**

These are valued at market value at the year end.

**Short term deposits**

Cash not immediately required is held on deposit with the NatWest Bank or CCLA Investment Management Limited which manages investments and cash of charities.

**(e) Funds**

**Unrestricted Funds**. These are income funds which are to be spent on the PCC's general purposes. For Christ Church there is one unrestricted fund, the General Fund.

**Designated Funds**. These are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted, and the PCC may move any surplus to other general funds. The only designated fund at present is the investment of the sale proceeds of Thorndales. The Diocese holds the fund as Custodian Trustee.

**Restricted Funds.** These comprise (a) income from trusts and endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations and grants for a specific PCC activity intended by the donor. Any balance unspent at the end of the year is carried forward as a balance on that fund. The restricted funds for Christ Church are the Aged and Infirm, the Building Trust, the Pop up Café and the Toddlers Group. The Sale of the Old Hall is held by the Diocese as Custodian Trustee.

**Endowment Funds.** These are funds, the capital of which must be retained either permanently or at the PCC's discretion. The income derived from an endowment is to be used either as restricted or unrestricted funds depending on the purpose for which the fund was established in the first place. For Christ Church, endowments are the investments which are not part of the Aged and Infirm Fund. The dividend income is credited to the General Fund as the PCC consider it is spent within the General Fund in accordance with the purposes for which the funds were set up.

## NOTE 2 (a). INCOME – 2024

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| | | £ | £ | £ | £ | £ | £ |
| **Donations and legacies** | | | | | | | |
| Gift Aid – Bank | 13 | 51,640 | — | — | — | 51,640 | 44,390 |
| Gift Aid – Envelopes and other regular | 13 | 1,937 | — | — | — | 1,937 | 3,504 |
| Other planned giving | 13 | 7,981 | — | — | — | 7,981 | 7,741 |
| Loose plate collections and Payaz | | 5,281 | — | — | — | 5,281 | 4,356 |
| Donations appeals for external projects | | 890 | — | — | — | 890 | 1,193 |
| Donations etc for Christ Church | 13 | 2,604 | — | — | — | 2,604 | 7,839 |
| Tax recoverable on Gift Aid | | 15,285 | — | — | — | 15,285 | 14,185 |
| Legacies | | — | — | — | — | — | 1,000 |
| Total | | 85,618 | — | — | — | 85,618 | 84,208 |
| **Charitable activities** | | | | | | | |
| Fees for weddings and funerals | | 1,231 | — | — | — | 1,231 | 778 |
| Total | | 1,231 | — | — | — | 1,231 | 778 |
| **Other trading activities** | | | | | | | |
| Centre hire | | 10,059 | — | — | — | 10,059 | 9,185 |
| Car parking | | 960 | — | — | — | 960 | 2,880 |
| Café sales | | — | — | 2,961 | — | 2,961 | 2,662 |
| Total | | 11,019 | — | 2,961 | — | 13,980 | 14,727 |
| **Investments** | | | | | | | |
| Dividends | | 11,113 | — | 5,467 | — | 16,580 | 16,101 |
| Bank and building society interest | | 961 | — | 1,085 | — | 2,046 | 1,520 |
| Total | | 12,074 | — | 6,552 | — | 18,626 | 17,621 |
| **Other income** | | | | | | | |
| Loan repayment to Diocese | | — | — | 683 | — | 683 | 684 |
| Toddlers Group | | — | — | — | — | — | 263 |
| Energy grant | | — | — | — | — | — | 1,520 |
| Other funds generated | | 2,822 | — | — | — | 2,822 | 3,182 |
| Total | | 2,822 | — | 683 | — | 3,505 | 5,649 |
| **INCOME TOTAL** | | 112,765 | — | 10,196 | — | 122,960 | 122,983 |

## NOTE 2 (b). INCOME - 2023

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2023 |
|---|---|---|---|---|---|---|
| **Donations and legacies** | | £ | £ | £ | £ | £ |
| Gift Aid – Bank | 13 | 44,390 | — | — | — | 44,390 |
| Gift Aid – Envelopes | 13 | 3,504 | — | — | — | 3,504 |
| Other planned giving | 13 | 7,741 | — | — | — | 7,741 |
| Loose plate collections | | 4,356 | — | — | — | 4,356 |
| Donations appeals for external projects | | 1,193 | — | — | — | 1,193 |
| Donations etc for Christ Church | 13 | 7,839 | — | — | — | 7,839 |
| Tax recoverable on Gift Aid | | 14,185 | — | — | — | 14,185 |
| Legacies | | 1,000 | — | — | — | 1,000 |
| Total | | 84,208 | — | — | — | 84,208 |
| **Charitable activities** | | | | | | |
| Fees for weddings and funerals | | 778 | — | — | — | 778 |
| Total | | 778 | — | — | — | 778 |
| **Other trading activities** | | | | | | |
| Centre Hire | | 9,185 | — | — | — | 9,185 |
| Car Parking | | 2,880 | — | — | — | 2,880 |
| Café sales | | — | — | 2,662 | — | 2,662 |
| Total | | 12,065 | — | 2,662 | — | 14,727 |
| **Investments** | | | | | | |
| Dividends | | 10,907 | — | 5,194 | — | 16,101 |
| Bank and building society interest | | 605 | — | 915 | — | 1,520 |
| Total | | 11,512 | — | 6,109 | — | 17,621 |
| **Other income** | | | | | | |
| Loan repayment to Diocese | | — | — | 684 | — | 684 |
| Toddlers Group | | — | — | 263 | — | 263 |
| Energy grant | | 1,520 | — | — | — | 1,520 |
| Other funds generated | | 3,182 | — | — | — | 3,182 |
| Total | | 4,702 | — | 947 | — | 5,649 |
| **INCOME TOTAL** | | 113,265 | — | 9,718 | — | 122,983 |

## NOTE 3 (a). EXPENDITURE – 2024

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | 312 | — | — | — | 312 | 3,666 |
| Home mission | | 51 | — | — | — | 51 | 2,169 |
| Secular charities | | 680 | — | — | — | 680 | 400 |
| Ministry parish share etc | | 68,054 | — | — | — | 68,054 | 66,020 |
| Salary of parish administrator | 6 | 3,978 | — | — | — | 3,978 | 2,600 |
| Working expenses of incumbent | | 870 | — | — | — | 870 | 399 |
| Parsonage house expenses | | 589 | — | — | — | 589 | 187 |
| Church running – insurance | | 2,581 | — | — | — | 2,581 | 2,348 |
| Church office – telephone | | 31 | — | — | — | 31 | 62 |
| Organ / piano tuning | | 909 | — | — | — | 909 | 859 |
| Church maintenance | | 11,894 | — | — | — | 11,894 | 4,739 |
| Cleaning | | 853 | — | — | — | 853 | 756 |
| Upkeep of services | | 1,038 | — | — | — | 1,038 | 871 |
| Administration | | 883 | — | 25 | — | 908 | 1,022 |
| Governance costs | | 525 | — | — | — | 525 | 500 |
| Church running – electric | | 2,391 | — | — | — | 2,391 | 4,650 |
| Church running – gas | | 3,922 | — | — | — | 3,922 | 6,342 |
| Church running – water | | 134 | — | — | — | 134 | 146 |
| Printing and stationery | | 722 | — | — | — | 722 | 1,158 |
| Organist | | — | — | — | — | — | 30 |
| Transport costs | | — | — | 559 | — | 559 | 600 |
| Total | | 100,417 | — | 584 | — | 101,001 | 99,524 |
| **Other expenditure:** | | | | | | | |
| Café set up costs | | — | — | 146 | — | 146 | 219 |
| Café supplies and sandwiches | | — | — | 1,218 | — | 1,218 | 904 |
| Miscellaneous expenditure | | 778 | — | — | — | 778 | 1,756 |
| **EXPENDITURE TOTAL** | | 101,195 | — | 1,948 | — | 103,143 | 102,403 |

## NOTE 3 (b). EXPENDITURE – 2023

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2023 |
|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | 3,666 | — | — | — | 3,666 |
| Home mission | | 2,169 | — | — | — | 2,169 |
| Secular charities | | 400 | — | — | — | 400 |
| Ministry parish share etc | | 66,020 | — | — | — | 66,020 |
| Salary of parish administrator | 6 | 2,600 | — | — | — | 2,600 |
| Working expenses of incumbent | | 399 | — | — | — | 399 |
| | | 187 | — | — | — | 187 |
| Church running – insurance | | 2,348 | — | — | — | 2,348 |
| Church office – telephone | | 62 | — | — | — | 62 |
| Organ / piano tuning | | 859 | — | — | — | 859 |
| Church maintenance | | 4,739 | — | — | — | 4,739 |
| Cleaning | | 756 | — | — | — | 756 |
| Upkeep of services | | 871 | — | — | — | 871 |
| Administration | | 990 | — | 32 | — | 1,022 |
| Governance costs | | 500 | — | — | — | 500 |
| Church running – electric | | 4,650 | — | — | — | 4,650 |
| Church running – gas | | 6,342 | — | — | — | 6,342 |
| Church running – water | | 146 | — | — | — | 146 |
| Printing and stationery | | 1,158 | — | — | — | 1,158 |
| Organist | | 30 | — | — | — | 30 |
| Transport costs | | — | — | 600 | — | 600 |
| Total | | 98,892 | — | 632 | — | 99,524 |
| **Other expenditure:** | | | | | | |
| Café set up costs | | — | — | 219 | — | 219 |
| Café supplies and sandwiches | | — | — | 904 | — | 904 |
| Miscellaneous expenditure | | 1,756 | — | — | — | 1,756 |
| **EXPENDITURE TOTAL** | | 100,648 | — | 1,755 | — | 102,403 |

## NOTE 4. GRANTS

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Energy costs support grant from Diocese | — | 1,520 |

## NOTE 5. ANALYSIS OF EXPENDITURE

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Independent examiner's remuneration | 525 | 500 |

No trustee claimed any expenses in connection with their role as a trustee in either 2024 or 2023.

## NOTE 6. STAFF COSTS

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Salaries and wages | 3,978 | 2,600 |
| Pension costs | — | — |
| Total | 3,978 | 2,600 |

The PCC employs a Parish Administrator. She commenced employment in May 2023. Her current working hours are 6 hours per week. This follows a review of the role after the departure of the previous postholder at the end of 2022. The current postholder has yet to exercise her right to join the workplace pension scheme operated by the PCC which is NEST. This is a defined contribution scheme and so no liability will fall on the Trustees. Both employer and employee pay 4% into this scheme.

## NOTE 7. ANALYSIS OF TRANSFER BETWEEN FUNDS

This year there has been no transfers between funds. In 2023 £16,188 was transferred to the Building Trust Fund, £15,000 from the General Fund and £1,188 from the Memorial Fund. The latter transfer was following the decision of the PCC to close the Memorial Fund. £4,594 was also transferred from the Aged and Infirm Fund to the General Fund. Total value of transfers in and out was £20,782.

## NOTE 8. FIXED ASSETS

| Investments | 2024 £ | 2023 £ |
|---|---|---|
| Market value 1st January | 478,991 | 448,165 |
| Gains/(losses) | 11,061 | 30,826 |
| Market value 31st December | 490,052 | 478,991 |

The market value at the end of the year represents investments for:

| | | |
|---|---|---|
| Endowment Funds | 36,106 | 35,474 |
| Sale of Thorndales | 364,498 | 356,341 |
| Restricted Funds | 89,448 | 87,176 |
| | 490,052 | 478,991 |

## NOTE 9. CURRENT ASSETS

| Debtors<br>Unrestricted Funds: | 2024 £ | 2023 £ |
|---|---|---|
| Tax recoverable | 2,841 | 2,839 |
| Prepayments | 1,515 | 1,499 |
| Other | 310 | 490 |
| Total | 4,666 | 4,828 |

## NOTE 10. LIABILITIES

(a) Creditors falling due within 1 year

| Unrestricted Funds: | 2024 £ | 2023 £ |
|---|---|---|
| Salaries and pensions | — | — |
| Charitable donations | — | 5,525 |
| Other | 3,296 | 3,426 |
| Restricted: | | |
| Other | 10 | — |
| Total | 3,306 | 8,951 |

(b) Creditors falling due after 1 year

| | | |
|---|---|---|
| Loan from Diocese re Parish Hall | 19,829 | 20,512 |

In 1990 the proceeds from the sale of the parish Hall were paid over to the Diocese. These were immediately loaned back to the Parish to fund the internal reordering of the Church. The loan is interest free and is being paid back with annual instalments of £683.75 with final repayment due in 2053.

## NOTE 11 (a). STATEMENT OF ASSETS AND LIABILITIES – 2024

| | General | Designated | Restricted | Endowment | This year | Last year |
|---|---|---|---|---|---|---|
| **Fixed assets – Investments** | £ | £ | £ | £ | £ | £ |
| Investments | — | 364,498 | 89,448 | 36,106 | 490,052 | 478,991 |
| **Totals** | **—** | **364,498** | **89,448** | **36,106** | **490,052** | **478,991** |
| **Current assets – Cash at bank and in hand** | | | | | | |
| Bank current account | 4,470 | — | 9,437 | — | 13,907 | 9,400 |
| Bank deposit account | 11,454 | — | 5,500 | — | 16,954 | 68,493 |
| CCLA Deposit Account – Church – **Note 15** | 33,000 | — | 27,000 | — | 60,000 | — |
| CCLA Deposit Account – Diocese – **Note 14** | — | — | 21,867 | — | 21,867 | 21,184 |
| **Totals** | **48,924** | **—** | **63,804** | **—** | **112,728** | **99,077** |
| **Current assets – Debtors** | | | | | | |
| Accounts Receivable | 4,666 | — | — | — | 4,666 | 4,828 |
| **Totals** | **4,666** | **—** | **—** | **—** | **4,666** | **4,828** |
| **Liabilities – Creditors: due within one year** | | | | | | |
| Accounts Payable | (3,296) | — | (10) | — | (3,306) | (8,951) |
| **Totals** | **(3,296)** | **—** | **(10)** | **—** | **(3,306)** | **(8,951)** |
| **Creditors falling due after one year** | | | | | | |
| Loans received | (19,829) | — | — | — | (19,829) | (20,512) |
| **Totals** | **(19,829)** | **—** | **—** | **—** | **(19,829)** | **(20,512)** |
| **Grand total** | **30,465** | **364,498** | **153,242** | **36,106** | **584,311** | **553,433** |

## NOTE 11 (b). STATEMENT OF ASSETS AND LIABILITIES – 2023

| | General | Designated | Restricted | Endowment | Total |
|---|---|---|---|---|---|
| **Fixed assets – Investments** | £ | £ | £ | £ | £ |
| Investments | — | 356,341 | 87,176 | 35,474 | 478,991 |
| **Totals** | **—** | **356,341** | **87,176** | **35,474** | **478,991** |
| **Current assets – Cash at bank and in hand** | | | | | |
| Bank current account | 6,038 | — | 3,362 | — | 9,400 |
| Bank deposit account | 37,493 | — | 31,000 | — | 68,493 |
| Memorial Fund Deposit | — | — | — | — | — |
| CCLA Deposit Account | — | — | 21,184 | — | 21,184 |
| **Totals** | **43,531** | **—** | **55,546** | **—** | **99,077** |
| **Current assets – Debtors** | | | | | |
| Accounts Receivable | 4,828 | — | — | — | 4,828 |
| **Totals** | **4,828** | **—** | **—** | **—** | **4,828** |
| **Liabilities – Creditors: due within one year** | | | | | |
| Accounts Payable | (8,951) | — | — | — | (8,951) |
| **Totals** | **(8,951)** | **—** | **—** | **—** | **(8,951)** |
| **Creditors falling due after one year** | | | | | |
| Loans received | (20,512) | — | — | — | (20,512) |
| **Totals** | **(20,512)** | **—** | **—** | **—** | **(20,512)** |
| **Grand total** | **18,896** | **356,341** | **142,722** | **35,474** | **553,433** |

## NOTE 12 (a). SUMMARY OF FUND MOVEMENTS – 2024

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 18,896 | 112,764 | (101,195) | — | — | 30,465 |
| | **18,896** | **112,764** | **(101,195)** | — | — | **30,465** |
| **Designated** | | | | | | |
| Sale of Thorndales | 356,341 | — | — | — | 8,157 | 364,498 |
| | **356,341** | — | — | — | **8,157** | **364,498** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 90,206 | 5,467 | (559) | — | 2,272 | 97,386 |
| Building Trust Fund | 26,199 | 1,085 | — | — | — | 27,284 |
| Pop up Café | 3,691 | 2,961 | (1,389) | — | — | 5,263 |
| Toddlers Group | 1,442 | — | — | — | — | 1,442 |
| Sale of old hall | 21,184 | 683 | — | — | — | 21,867 |
| | **142,722** | **10,196** | **(1,948)** | | **2,272** | **153,242** |
| **Endowment** | | | | | | |
| Endowment | 35,474 | — | — | — | 632 | 36,106 |
| | **35,474** | — | — | — | **632** | **36,106** |
| **Grand total** | **553,433** | **122,960** | **(103,143)** | — | **11,061** | **584,311** |

## NOTE 12 (b). SUMMARY OF FUND MOVEMENTS – 2023

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 16,685 | 113,265 | (100,648) | (10,406) | — | 18,896 |
| | **16,685** | **113,265** | **(100,648)** | **(10,406)** | **—** | **18,896** |
| **Designated** | | | | | | |
| Sale of Thorndales | 325,698 | — | — | — | 30,643 | 356,341 |
| Memorial Fund | 1,188 | — | — | (1,188) | — | — |
| | **326,886** | **—** | **—** | **(1,188)** | **(30,643)** | **356,341** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 92,303 | 5,194 | (600) | (4,594) | (2,097) | 90,206 |
| Building Trust Fund | 9,096 | 915 | — | 16,188 | — | 26,199 |
| Pop up Café | 2,180 | 2,662 | (1,151) | — | — | 3,691 |
| Toddler Group | 1,183 | 263 | (4) | — | — | 1,442 |
| Sale of old hall | 20,500 | 684 | — | — | — | 21,184 |
| | **125,262** | **9,718** | **(1,755)** | **11,594** | **(2,097)** | **142,722** |
| **Endowment** | | | | | | |
| Endowment | 33,194 | — | — | — | 2,280 | 35,474 |
| | **33,194** | **—** | **—** | **—** | **2,280** | **35,474** |
| **Grand total** | **502,027** | **122,983** | **(102,403)** | **—** | **30,826** | **553,433** |

## NOTE 13. RELATED PARTIES

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Giving by Trustees | 29,515 | 28,305 |

This is the giving by members of the PCC for the work of the Church excluding gift aid.

## NOTE 14. FUNDS HELD BY DIOCESE

The Chelmsford Diocesan Board of Finance holds legal title as Custodian Trustee of the funds below. The management of the trust funds is the responsibility of the PCC as Managing Trustees.

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | 21,867 | 21,184 |

The funds have been placed in a dedicated deposit account managed by the CCLA.

| | | |
|---|---|---|
| **Clerical assistance for the vicar** | 2,844 | 2,780 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares. This fund is included within the figures in notes 8 and 12 for Endowment Funds.

| | | |
|---|---|---|
| **Sale of Thorndales** | 364,497 | 356,341 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares.

Income is accounted for in Christ Church's accounts as follows:

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | | |
| The Diocese transfer interest due on the amount of loan repaid to the PCC. Interest is credited to Building Trust Fund | 1,085 | 915 |
| **Clerical assistance for the vicar** | 77 | 76 |
| Dividend income is credited to the General Fund. | | |
| **Sale of Thorndales** | 9,892 | 9,740 |
| Dividend income is credited to the General Fund. | | |

## NOTE 15. CCLA CBF Church of England Deposit Account

The PCC approved the opening of this account to obtain a better rate of interest and £60,000 was transferred. The transfer was too late for any interest to be credited to the account in 2024

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, WARLE

England & Wales - Charity number 1138758

# Accounts

# Christ Church, Warley, Brentwood

# Annual Report and Financial Statements

# Year ending 31st December 2023

## Incumbent

Vacant

## Bankers

Nat West
46, High Street,
Brentwood,
CM14 4AL

## Independent Examiner

Neville Reid ACA
19, Mills Grove,
Poplar
London
E14 0RH

**Christ Church, Warley, Brentwood**
**Trustees Annual Report**
**for the year ending 31st December 2023**

## PCC Foreword

### Administrative Information

Christ Church is situated at Warley Hill, Warley, Brentwood, Essex, CM13 3AA. This also the address for correspondence. It is part of the Diocese of Chelmsford within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2006) and a charity registered with the Charity Commission (CC registration number 1138758).

### Aims and purposes

Christ Church Parochial Church Council has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church complex at Christ Church, Warley.

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Christ Church the membership of the PCC consists of the Incumbent, the Church Wardens, members elected by those members of the congregation who are on the electoral roll of the Church, and any member(s) co-opted for specialist skills which are needed at the time.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including decisions on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.

The PCC meets 6 times during the year. Given its wide responsibilities work is delegated to the Leadership Team and groups responsible for buildings and ministry. There is also a Safeguarding Officer and a Treasurer. All these groups are responsible to the PCC and report back to it regularly.

## PCC Membership 2023

PCC Members who have served anytime from the APCM on 23rd April 2023 to the date this report is approved are shown below.

Ex Officio Members
Incumbent and Chair of PCC: Reverend Stuart Hull to 30th April 2023
Church Wardens: Olive Law, also Chair of PCC from 1st May 2023
Sylvia Partridge, also PCC Secretary

Elected Members:
Heather Bradshaw
Brendon Horrocks
Harry Stimpson
Richard Watts
Elaine La Rasle
Amy Horrocks
David Fisher
John Kettlewell, Treasurer
Mark Townsend
Liz Edwin
Tim Wood

**Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups which live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community by

1. Worship, bible study and prayer, learning about the gospel and developing their knowledge and trust in Jesus as Lord and Saviour
2. Provision of pastoral care to people living in the parish
3. Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of Christ Church. This report focuses on finance and governance matters. A separate report on the many activities of the Church shows how the PCC achieved the above objectives in 2023.

## Financial review

**General Fund**

The main account of Christ Church is the General Fund, described as unrestricted funds in the financial statements, meaning its funds are available to be spent on PCC general purposes. In 2023 income was £113,265 (compared with £101,858 in 2022), and expenditure was £100,648 (compared with £97,369 in 2022), meaning there was a surplus of £12,617 for the year. This compared with a surplus of £4,489 in 2022. The surplus for 2023 is part of the year end reserve of £18,896. At the start of 2023 a balance of £16,685 was brought forward. To this was added the surplus for 2023 of £12,617 and the transfer from the Aged and Infirm Fund of £4,594. There was then a transfer of £15,000 to the Building Trust Fund, meaning the year-end balance on the General Fund was £18,896.

Note 2 to the Accounts provides the detailed information on income. Income from donations was £83,208 inclusive of tax recovered on gift aid, thanks to God working through the generosity of church members. There was also income as a legacy from the estate of the late Gillian Wright. This compares with donations of £76,576 in 2022. Income from the Christ Church Centre was £9,185 compared with £8,311 in 2022. There was also £2,880 from car parking compared with £1,890 in 2022 as the Walter Boyce Centre has made use of spaces. Fee income from weddings and funerals was £778 compared with £1,640 in 2022. Dividend income was maintained: £10,907 was received on the General Fund compared with £10,787 in 2022. £4,594 was transferred from the Aged and Infirm Fund to support General Fund activities because many of these are provided in accordance with the aims and objectives of the former Fund. In 2022 the figure was £4,042. Other funds generated were £3,182, made up of tea and coffee money, donations from activities such as film nights, meals and wreath making. In 2023 there was also the leaving collection for Stuart and Suzanne. This income was offset by expenses incurred in respect of these items and the payment of the leaving collection to Stuart and Suzanne, included within the £1,756 of miscellaneous expenditure.

Note 3 to the Accounts provides the detailed information on expenditure. Energy costs were high in 2023. Expenditure on gas was £6,342 compared with £3,128 in 2022, and expenditure on electricity £4,650 compared with £2,855 in 2022. However, the Church was successful in its application to the Diocese for a grant of £1,520 to help cover high energy costs. Because there are now musicians for the morning and evening services, any organist costs are minimal. Only £30 was spent. Expenditure on maintenance was

£4,739 in the General Fund compared with £2,365 in 2022. There was expenditure of £1,638 on fire alarm and emergency lighting service and repair, and £1,758 on service and repair of the church boiler. This is now over 30 years old and any replacement will be expensive. Expenditure on administration was £990 in 2023 compared with £773 in 2022. Expenditure included £415 as the Christ Church share of the advertisement for the new vicar. St Mary's contributed the other half. Printing and stationery costs were £1,158 which mainly related to leasing costs of the printer/photocopier compared with £1,091 in 2022. Expenditure on upkeep of services was £871 compared with £2,980 in 2022. In 2022 expenditure on pew bibles, the Payaz machine and a digital piano had been charged here. Cleaning costs were lower in 2023 as we no longer employ a cleaner. The work is done by volunteers.

What we cannot put a price on is the value of the work of our volunteers, as highlighted in the Activities Report, which is produced separately from this report. Without their input the Church would not be able to carry out the many activities it undertakes. Our thanks go to all our volunteers.

The methodology for calculating the Parish Share changed for 2023 and more accurately reflects the cost of ministry. As a result in 2023 Christ Church was able to pay its portion of the Parish Share of £66,020 in full. This was the first time in several years the church was able to pay its parish share in full. That said in previous years, as a Benefice both Christ Church and St Mary's had covered the cost of ministry, i.e. what it costs for one stipendiary minister to be employed plus all the overhead costs of the Diocese. The budget for 2023 was prepared on the basis of a deficit on the year of £11,109 which would be covered by the balance of £16,685 brought forward into 2023 and a transfer of £3,500 from the Aged and Infirm Fund. However, income exceeded expectations through giving, centre hires, car parking, the energy grant and a legacy of £1,000. In addition expenditure was slightly below budget. An overspend on repairs was offset by energy costs being below budget and a saving on the salary of the parish administrator due to fewer hours being worked. There was a surplus on the year. In previous years any surplus has been used to support the following years budget. However the budget for 2024, thanks to increased giving and a fall in energy costs, has a deficit of £600 which can be more than covered by the transfer from the Aged and Infirm Fund. The Church has entered into a 2 year contract with EON energy for both gas and electricity at lower rates than were charged for 2023. During 2023 donations of £666 were made to Tearfund, and £125 was donated to BSCWT through Christ Church accounts. £350 was also raised for MacMillan Cancer Relief at a coffee morning.

In 2023 in addition to His other blessings to Christ Church, God blessed us financially. The PCC has decided that it is now in a position to make charitable donations for the first time in several years. A total of £5,000 was set aside. £2,000 has now been paid to Brentwood Schools Christian Worker Trust, £1,500 to Tearfund and £1,500 to Sawyers Hall Church who run the Brentwood branch of Christians Against Poverty. At the same time, mindful of the need to have resources for the maintenance of the Church, a total of £15,000 has been transferred to the Building Trust Fund. This leaves a General Fund Reserve of £18,896. Part of this reserve may need to be spent on preparing the vicarage for the new incumbent. The Diocese will pay for structural and insulation work but there may be costs Christ Church will have to incur.

**Reserves Policy**

As stated above the General Fund Reserve at 31st December 2023 was £18,896. The importance of reserves is that they provide the cash necessary to smooth out fluctuations in cash flow and meet emergencies. Each month we pay the following large bills by direct debit: parish share (£5,671), gas, electricity and utilities (£453 average but higher in winter). At the end of 2023 the cash balances on the General Fund were £43,532 compared with £35,970 at the end of 2022. The reason for the cash balances being higher than the General Fund Reserve is that there is £20,512 still in hand from the loan for the Parish Hall which is only due for repayment to the Diocese in the long term. Therefore, for 2024 sufficient cash resources are available to

meet timing differences between income and expenditure and any emergency items. This position will need to be kept under review.

**Other funds**

The closing balances and main transactions on funds other than the General Fund were as follows:

**Endowment Funds.** These are donations to the Church to be invested and the income used for general or specific purposes such as repairs or the choir. The investments were valued at £35,475 as at 31st December 2023. The comparable figure at the end of 2022 was £33,194. Dividend income of £1,167 was credited to the General Fund (£1,100 in 2022) and applied in accordance with the terms of the trusts.

**Christ Church Centre**. This was set up to finance major building work to the Centre. The fund was closed in 2022 and the balance of £201 transferred to the Building Trust Fund.

**Aged and Infirm**. In 1975 Mr Surridge bequeathed a sum of money to be invested for the benefit of the aged and infirm. Investments produced dividend income of £5,194 compared with £5,042 in 2022. £600 was used to pay for taxis compared with £1,000 in 2022. This meant that the transfer to the General Fund was £4,594 compared with £4,042 last year. The investments which provide dividend income were valued at £87,176 as at 31st December 2023. The 31st December 2022 valuation was £89,273. There is a revenue balance on the Fund of £3,030 as at 31st December 2023.

**Building Trust Fund**. This trust was set up in 1996 to provide for work to the interior and exterior of the Church and any work in the grounds. The balances on the Christ Church Centre Fund (£201) and Fabric Fund (£578) were transferred to this fund in 2022. No expenditure was incurred in 2023. However the Memorial Fund which had last incurred expenditure in 1993 was closed down and its balance of £1,188 transferred here. In addition backdated interest of £915 was received in respect of Parish Hall loan repayments. There was a delay when a bank account was closed down and the depositor was not notified of the change and need to transfer the interest elsewhere. Finally £15,000 was transferred from the General Fund which increased the year-end balance to £26,199.

**Fabric Fund**. This fund was closed down in 2022 and the balance of £578 transferred to the Building Trust Fund.

**Thorndales**. The net proceeds due to the PCC relating to the sale of the former curate's house were invested in income shares of the Church Board of Finance Church of England Investment Fund on 30th April 2019. The value of the investment on 31st December 2023 was £356,341 compared with £325,698 a year earlier. The investment is held by the Diocese as Custodian Trustee. The PCC as Managing Trustee receives the dividend income. Full year dividend income in 2023 was £9,740 compared with income in 2022 of £9,687.

**Parish Hall**. The hall was sold many years ago. The Diocese are custodian trustees and hold the cash. It represents the amount of loan repayments of £683.75 each year by the Church to the Diocese in respect of the loan granted by the Diocese in 1990 for the internal reordering of the Church. This is an interest free loan. At the end of the year the loan outstanding was £20,512 (£21,196 in 2022) and cash held by the Diocese as custodian trustee was £21,184 (£20,499 in 2022). This cash is held in a deposit account and the interest is credited to the Building Trust Fund. (see above)

**Pop up Café**. During 2023 café sales exceeded the costs of provisions. There was a balance on the fund of £3,691 on 31st December 2023.

**Toddlers Group**. This group is currently not operating. There is a balance of £1,442 on the fund at the end of the year.

**Memorial Fund**. This fund was closed down in 2023.

Approved by the PCC on 13th March 2024

Olive Law
Chair of the PCC

**Independent examiner's report to the Trustees of Christ Church, Great Warley, Parochial Church Council**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31st December 2023.**

**Responsibilities and basis of report**
As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiners statement**
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

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

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

Neville Reid

Neville Reid, ACA
19 Mills Grove
Poplar
London
E14 0RH

13th March 2024

## Christ Church, Warley, Brentwood
## Statement of Financial Activities
## for the year ending 31st December 2023

| | Note | Unrestricted funds | Designated funds | Restricted funds | Endowment funds | Total funds | Prior year total funds |
|---|---|---|---|---|---|---|---|
| **Income and endowments from:** | 2 | £ | £ | £ | £ | £ | £ |
| Donations and legacies | | 84,208 | — | — | — | 84,208 | 76,576 |
| Charitable activities | | 778 | — | — | — | 778 | 1,640 |
| Other trading activities | | 12,065 | — | 2,662 | — | 14,727 | 12.024 |
| Investments | | 11,512 | — | 6,109 | — | 17,621 | 15,892 |
| Other income | | 4,702 | — | 947 | — | 5,649 | 7,463 |
| **Total income** | | **113,265** | — | **9,718** | — | **122,983** | **113,595** |
| **Expenditure on:** | 3 | | | | | | |
| Charitable activities | | 98,892 | — | 632 | — | 99,524 | 99,396 |
| Other expenditure | | 1,756 | — | 1,123 | — | 2,879 | 3,074 |
| **Total expenditure** | | **100,648** | — | **1,755** | — | **102,403** | **102,470** |
| **Net income / (expenditure) before investment gains/losses** | | **12,617** | — | **7,963** | — | **20,580** | **11,125** |
| Net gains/(losses) on investments | 8 | — | 30,643 | (2,097) | 2,280 | 30,826 | (52,693) |
| **Net income / (expenditure)** | | **12,617** | **30,643** | **5,866** | **2,280** | **51,406** | **(41,568)** |
| **Transfers between funds:** | | | | | | | |
| Gross transfers between funds – in | 7 | 4,594 | — | 16,188 | — | 20,782 | 4,042 |
| Gross transfers between funds – out | 7 | (15,000) | (1,188) | (4,594) | — | (20,782) | (4,042) |
| **Net movement in funds** | | **2,211** | **29,455** | **17,460** | **2,280** | **51,406** | **(41,568)** |
| **Total funds brought forward** | | **16,685** | **326,886** | **125,262** | **33,194** | **502,027** | **543,595** |
| **Total funds carried forward** | | **18,896** | **356,341** | **142,722** | **35,474** | **553,433** | **502,027** |

## Christ Church, Warley, Brentwood
## Balance sheet
## for the year ending 31st December 2023

| | Note | Total funds £ | Prior year funds £ |
|---|---|---|---|
| **Fixed assets** | | | |
| Investments | 8 | 478,991 | 448,165 |
| | | **478,991** | **448,165** |
| **Current assets** | | | |
| Debtors | 9 | 4,828 | 4,931 |
| Cash at bank and in hand | 11 | 99,077 | 73,322 |
| | | **103,905** | **78,253** |
| **Liabilities** | | | |
| Creditors: Amounts falling due within one year | 10(a) | (8,951) | (3,195) |
| **Net current assets** | | **94,954** | **75,058** |
| **Total assets less current liabilities** | | **573,945** | **523,223** |
| Creditors: Amounts falling due after one year | 10(b) | (20,512) | (21,196) |
| **Total net assets less liabilities** | | **553,433** | **502,027** |
| **Funds of the Charity** | 12 | | |
| **Unrestricted** | | | |
| General fund | | 18,896 | 16,685 |
| **Designated** | | | |
| Fabric Fund | | — | — |
| Sale of Thorndales | | 356,341 | 325,698 |
| Memorial Fund | | — | 1,188 |
| **Restricted** | | | |
| Aged and Infirm Fund | | 90,206 | 92,303 |
| Building Trust Fund | | 26,199 | 9,096 |
| Christ Church Centre | | — | — |
| Pop up Café | | 3,691 | 2,180 |
| Toddlers Group | | 1,442 | 1,183 |
| Sale of old hall | 14 | 21,184 | 20,500 |
| **Endowment** | | | |
| Endowment | | 35,474 | 33,194 |
| **Funds of the Charity** | | **553,433** | **502,027** |

Approved by the PCC on 13th March 2024

Olive Law, Chair of the PCC

## NOTE 1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations "true and fair view" provisions. They are also prepared under FRS102 as the applicable accounting standard and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### (a) Income

Planned giving, collections, and similar donations are recognized when received. Tax reclaimed in respect of Gift Aid is recognized when the incoming resources to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when received. All incoming resources are accounted gross with the exception of fees for weddings and funerals. The total income for these items includes amounts due to the Diocese and expenses to helpers. These are netted off the total amount leaving in the accounts only income properly due to the PCC.

### (b) Expenditure

Grants and donations are accounted for when paid over or the PCC commits to paying from resources for the financial year in question. The Diocesan Parish Share is paid over when due provided resources are available. All other expenditure is generally recognized and is accounted for gross.

### (c) Volunteers

Without our volunteers the Church could not function. However, it is not possible to put a value on the work they do.

### (d) Assets

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of charity by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalized in the financial statements.

**Moveable church furnishings**

Moveable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property listed in the church's inventory (which can be inspected at any reasonable time). For anything prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Since then no individual item has cost more than £1,500 (see below).

**Tangible fixed assets for use by the charity.**

These are capitalized if they can be used for more than one year and cost more than £1,500, and are then depreciated over their useful economic life. However since 2000 no individual item has cost more than £1,500 and so all expenditure has been written off when incurred.

**Investments**

These are valued at market value at the year end.

**Short term deposits**

These are either cash held on deposit with the bank or CCLA.

**(e) Funds**

**Unrestricted Funds**. These are income funds which are to be spent on the PCC's general purposes. For Christ Church there is one unrestricted fund, the General Fund.

**Designated Funds**. These are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted, and the PCC may move any surplus to other general funds. Designated funds are the Memorial Fund and the investment of the sale proceeds of Thorndales. In the case of the latter the Diocese holds the funds as Custodian Trustee.

**Restricted Funds.** These comprise (a) income from trusts and endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations and grants for a specific PCC activity intended by the donor. Any balance unspent at the end of the year is carried forward as a balance on that fund. The major restricted funds for Christ Church are the Aged and Infirm, the Building Trust, the Pop up Café and the Toddlers Group. The Sale of the Old Hall is held by the Diocese.

**Endowment Funds.** These are funds, the capital of which must be retained either permanently or at the PCC's discretion. The income derived from an endowment is to be used either as restricted or unrestricted funds depending on the purpose for which the fund was established in the first place. For Christ Church, endowments are the investments which are not part of the Aged and Infirm Fund. The dividend income is credited to the General Fund as the PCC consider it is spent within the General Fund in accordance with the purposes for which the funds were set up.

## NOTE 2 (a). INCOME – 2023

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| | | £ | £ | £ | £ | £ | £ |
| **Donations and legacies** | | | | | | | |
| Gift Aid – Bank | 13 | 44,390 | — | — | — | 44,390 | 34,275 |
| Gift Aid – Envelopes and other regular | 13 | 3,504 | — | — | — | 3,504 | 3,192 |
| Other planned giving | 13 | 7,741 | — | — | — | 7,741 | 8,806 |
| Loose plate collections and Payaz | | 4,356 | — | — | — | 4,356 | 3,421 |
| Donations appeals for external projects | | 1,193 | — | — | — | 1,193 | 908 |
| Donations etc for Christ Church | 13 | 7,839 | — | — | — | 7,839 | 13,537 |
| Tax recoverable on Gift Aid | | 14,185 | — | — | — | 14,185 | 12,437 |
| Legacies | | 1,000 | — | — | — | 1,000 | — |
| Total | | 84,208 | — | — | — | 84,208 | 76,576 |
| **Charitable activities** | | | | | | | |
| Fees for weddings and funerals | | 778 | — | — | — | 778 | 1,640 |
| Total | | 778 | — | — | — | 778 | 1,640 |
| **Other trading activities** | | | | | | | |
| Centre hire | | 9,185 | — | — | — | 9,185 | 8,311 |
| Car parking | | 2,880 | — | — | — | 2,880 | 1,890 |
| Café sales | | — | — | 2,662 | — | 2,662 | 1,823 |
| Total | | 12,065 | — | 2,662 | — | 14,727 | 12,024 |
| **Investments** | | | | | | | |
| Dividends | | 10,907 | — | 5,194 | — | 16,101 | 15,829 |
| Bank and building society interest | | 605 | — | 915 | — | 1,520 | 63 |
| Total | | 11,512 | — | 6,109 | — | 17,621 | 15,892 |
| **Other income** | | | | | | | |
| Loan repayment to Diocese | | — | — | 684 | — | 684 | 684 |
| Toddlers Group | | — | — | 263 | — | 263 | 1,188 |
| Energy grant | | 1,520 | — | — | — | 1,520 | 3,000 |
| Other funds generated | | 3,182 | — | — | — | 3,182 | 2,591 |
| Total | | 4,702 | — | 947 | — | 5,649 | 7,463 |
| **INCOME TOTAL** | | 113,265 | — | 9,718 | — | 122,983 | 113,595 |

## NOTE 2 (b). INCOME – 2022

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2022 |
|---|---|---|---|---|---|---|
| | | £ | £ | £ | £ | £ |
| **Donations and legacies** | | | | | | |
| Gift Aid – Bank | 13 | 34,275 | — | — | — | 34,275 |
| Gift Aid – Envelopes | 13 | 3,192 | — | — | — | 3,192 |
| Other planned giving | 13 | 8,806 | — | — | — | 8,806 |
| Loose plate collections | | 3,421 | — | — | — | 3,421 |
| Donations appeals for external projects | | 908 | — | — | — | 908 |
| Donations etc for Christ Church | 13 | 13,537 | — | — | — | 13,537 |
| Tax recoverable on Gift Aid | | 12,437 | — | — | — | 12,437 |
| Legacies | | — | — | — | — | — |
| Total | | 76,576 | — | — | — | 76,576 |
| **Charitable activities** | | | | | | |
| Fees for weddings and funerals | | 1,640 | — | — | — | 1,640 |
| Total | | 1,640 | — | — | — | 1,640 |
| **Other trading activities** | | | | | | |
| Centre Hire | | 8,311 | — | — | — | 8,311 |
| Car Parking | | 1,890 | — | — | — | 1,890 |
| Café sales | | — | — | 1,823 | — | 1,823 |
| Total | | 10,201 | — | 1,823 | — | 12,024 |
| **Investments** | | | | | | |
| Dividends | | 10,787 | — | 5,042 | — | 15,829 |
| Bank and building society interest | | 63 | — | — | — | 63 |
| Total | | 10,850 | — | 5,042 | — | 15,892 |
| **Other income** | | | | | | |
| Loan repayment to Diocese | | — | — | 684 | — | 684 |
| Toddlers Group | | — | — | 1,188 | — | 1,188 |
| Pop up Café grant | | — | — | 3,000 | — | 3,000 |
| Other funds generated | | 2,591 | — | — | — | 2,591 |
| Total | | 2,591 | — | 4,872 | — | 7,463 |
| **INCOME TOTAL** | | 101,858 | — | 11,737 | — | 113,595 |

## NOTE 3 (a). EXPENDITURE – 2023

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | 3,666 | — | — | — | 3,666 | 733 |
| Home mission | | 2,169 | — | — | — | 2,169 | 292 |
| Secular charities | | 400 | — | — | — | 400 | 130 |
| Ministry parish share etc | | 66,020 | — | — | — | 66,020 | 68,832 |
| Salary of parish administrator | 6 | 2,600 | — | — | — | 2,600 | 7,210 |
| Working expenses of incumbent | | 399 | — | — | — | 399 | 1,471 |
| Parsonage house expenses | | 187 | — | — | — | 187 | —— |
| Church running – insurance | | 2,348 | — | — | — | 2,348 | 2,469 |
| Church office – telephone | | 62 | — | — | — | 62 | 62 |
| Organ / piano tuning | | 859 | — | — | — | 859 | 575 |
| Church maintenance | | 4,739 | — | — | — | 4,739 | 2,384 |
| Cleaning | | 756 | — | — | — | 756 | 1,364 |
| Upkeep of services | | 871 | — | — | — | 871 | 4,414 |
| Administration | | 990 | — | 32 | — | 1,022 | 801 |
| Governance costs | | 500 | — | — | — | 500 | 450 |
| Church running – electric | | 4,650 | — | — | — | 4,650 | 2,855 |
| Church running – gas | | 6,342 | — | — | — | 6,342 | 3,128 |
| Church running – water | | 146 | — | — | — | 146 | 135 |
| Printing and stationery | | 1,158 | — | — | — | 1,158 | 1,091 |
| Organist | | 30 | — | — | — | 30 | — |
| Transport costs | | — | — | 600 | — | 600 | 1,000 |
| Total | | 98,892 | — | 632 | — | 99,524 | 99,396 |
| **Other expenditure**: | | | | | | | |
| Café set up costs | | — | — | 219 | — | 219 | 1,080 |
| Café supplies and sandwiches | | — | — | 904 | — | 904 | 1,540 |
| Miscellaneous expenditure | | 1,756 | — | — | — | 1,756 | 454 |
| **EXPENDITURE TOTAL** | | 100,648 | — | 1,755 | — | 102,403 | 102,470 |

## NOTE 3 (b). EXPENDITURE – 2022

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2022 |
|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | 733 | — | — | — | 733 |
| Home mission | | 292 | — | — | — | 292 |
| Secular charities | | 130 | — | — | — | 130 |
| Ministry parish share etc | | 68,832 | — | — | — | 68,832 |
| Salary of parish administrator | 6 | 7,210 | — | — | — | 7,210 |
| Working expenses of incumbent | | 1,471 | — | — | — | 1,471 |
| Church running – insurance | | 2,469 | — | — | — | 2,469 |
| Church office – telephone | | 62 | — | — | — | 62 |
| Organ / piano tuning | | 575 | — | — | — | 575 |
| Church maintenance | | 2,365 | — | 19 | — | 2,384 |
| Cleaning | | 1,364 | — | — | — | 1,364 |
| Upkeep of services | | 2,980 | — | 1,434 | — | 4,414 |
| Administration | | 773 | — | 28 | — | 801 |
| Governance costs | | 450 | — | — | — | 450 |
| Church running – electric | | 2,855 | — | — | — | 2,855 |
| Church running – gas | | 3,128 | — | — | — | 3,128 |
| Church running – water | | 135 | — | — | — | 135 |
| Printing and stationery | | 1,091 | — | — | — | 1,091 |
| Transport costs | | — | — | 1,000 | — | 1,000 |
| Total | | 96,915 | — | 2,481 | — | 99,396 |
| **Other expenditure:** | | | | | | |
| Café set up costs | | — | — | 1,080 | — | 1,080 |
| Café supplies and sandwiches | | — | — | 1,540 | — | 1,540 |
| Miscellaneous expenditure | | 454 | — | — | — | 454 |
| **EXPENDITURE TOTAL** | | 97,369 | — | 5,101 | — | 102,470 |

## NOTE 4. GRANTS

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Brentwood Council startup grant for Café | — | 3,000 |
| Energy costs support grant from Diocese | 1,520 | — |

## NOTE 5. ANALYSIS OF EXPENDITURE

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Independent examiner's remuneration | 500 | 450 |

No trustee claimed any expenses in connection with their role as a trustee in either 2023 or 2022.

## NOTE 6. STAFF COSTS

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Salaries and wages | 2,600 | 7,515 |
| Pension costs | — | 300 |
| Total | 2,600 | 7,815 |

For part of 2022 the PCC employed and paid a Parish Administrator and a cleaner (both part time). Both resigned during the year. The cleaner has not been replaced; her work is covered by volunteers. A replacement Parish Administrator commenced employment in May 2023. Her current working hours are 6 hours per week. This follows a review of the role after the departure of the previous postholder. The new postholder has yet to exercise her right to join the workplace pension scheme operated by the PCC which is NEST. This is a defined contribution scheme and so no liability will fall on the Trustees. Both employer and employee pay 4% into this scheme.

## NOTE 7. ANALYSIS OF TRANSFER BETWEEN FUNDS

| | Unrestricted | Designated | Restricted |
|---|---|---|---|
| | £ | £ | £ |
| Transfer from Aged and Infirm to General Fund | 4,594 | — | (4,594) |
| Transfer to Building Trust Fund from Memorial Fund | — | (1,188) | 1,188 |
| Transfer to Building Trust Fund from General Fund | (15,000) | — | 15,000 |

In view of the age profile of the congregation the PCC agreed to transfer the annual surplus on the Aged and Infirm Fund to the General Fund since a large part of the Church's general activities relate to the elderly and infirm. In 2023 the PCC agreed to close down the Memorial Fund and transfer the balance to the Building Trust Fund. The PCC also agreed to transfer £15,000 from the General Fund to the Building Trust Fund.

## NOTE 8. FIXED ASSETS

| | 2023 | 2022 |
|---|---|---|
| Investments | £ | £ |
| Market value 1st January | 448,165 | 500,858 |
| Gains/(losses) | 30,826 | (52,693) |
| Market value 31st December | 478,991 | 448,165 |
| | | |
| The market value at the end of the year represents investments for: | | |
| Endowment Funds | 35,474 | 33,194 |
| Sale of Thorndales | 356,341 | 325,698 |
| Restricted Funds | 87,176 | 89,273 |
| | 478,991 | 448,165 |

## NOTE 9. CURRENT ASSETS

| | 2023 | 2022 |
|---|---|---|
| Debtors | | |
| Unrestricted Funds: | £ | £ |
| Tax recoverable | 2,839 | 2,831 |
| Prepayments | 1,499 | 1,278 |
| Other | 490 | 822 |
| Total | 4,828 | 4,931 |

## NOTE 10. LIABILITIES

(a) Creditors falling due within 1 year

| | 2023 | 2022 |
|---|---|---|
| Unrestricted Funds: | £ | £ |
| Salaries and pensions | — | — |
| Charitable donations | 5,525 | 400 |
| Other | 3,426 | 2,620 |
| Restricted: | | |
| Other | — | 175 |
| Total | 8,951 | 3,195 |

(b) Creditors falling due after 1 year

| | | |
|---|---|---|
| Loan from Diocese re Parish Hall | 20,512 | 21,196 |

In 1990 the proceeds from the sale of the parish Hall were paid over to the Diocese. These were immediately loaned back to the Parish to fund the internal reordering of the Church. The loan is interest free and is being paid back with annual instalments of £683.75 with final repayment due in 2053.

## NOTE 11 (a). STATEMENT OF ASSETS AND LIABILITIES – 2023

| | General | Designated | Restricted | Endowment | This year | Last year |
|---|---|---|---|---|---|---|
| **Fixed assets – Investments** | £ | £ | £ | £ | £ | £ |
| Investments | — | 356,341 | 87,176 | 35,474 | 478,991 | 448,165 |
| **Totals** | **—** | **356,341** | **87,176** | **35,474** | **478,991** | **448,165** |
| **Current assets – Cash at bank and in hand** | | | | | | |
| Bank current account | 6,038 | — | 3,362 | — | 9,400 | 12,733 |
| Bank deposit account | 37,493 | — | 31,000 | | 68,493 | 38,901 |
| Memorial Fund Deposit | — | — | — | — | — | 1,188 |
| CCLA Deposit Account | — | — | 21,184 | — | 21,184 | 20,500 |
| **Totals** | **43,531** | **—** | **55,546** | **—** | **99,077** | **73,322** |
| **Current assets – Debtors** | | | | | | |
| Accounts Receivable | 4,828 | — | — | — | 4,828 | 4,931 |
| **Totals** | **4,828** | **—** | **—** | **—** | **4,828** | **4,931** |
| **Liabilities – Creditors: due within one year** | | | | | | |
| Accounts Payable | (8,951) | — | — | — | (8,951) | (3,195) |
| **Totals** | **(8,951)** | **—** | **—** | **—** | **(8,951)** | **(3,195)** |
| **Creditors falling due after one year** | | | | | | |
| Loans received | (20,512) | — | — | — | (20,512) | (21,196) |
| **Totals** | **(20,512)** | **—** | **—** | **—** | **(20,512)** | **(21,196)** |
| **Grand total** | **18,896** | **356,341** | **142,722** | **35,474** | **553,433** | **502,027** |

## NOTE 11 (b). STATEMENT OF ASSETS AND LIABILITIES – 2022

| | General | Designated | Restricted | Endowment | Total |
|---|---|---|---|---|---|
| **Fixed assets – Investments** | £ | £ | £ | £ | £ |
| Investments | — | 325,698 | 89,273 | 33,194 | 448,165 |
| **Totals** | **—** | **325,698** | **89,273** | **33,194** | **448,165** |
| **Current assets – Cash at bank and in hand** | | | | | |
| Bank current account | 7,569 | — | 5,164 | — | 12,733 |
| Bank deposit account | 28,401 | | 10,500 | | 38,901 |
| Memorial Fund Deposit | — | 1,188 | — | — | 1,188 |
| CCLA Deposit Account | — | — | 20,500 | — | 20,500 |
| **Totals** | **35,970** | **1,188** | **36,164** | **—** | **73,322** |
| **Current assets – Debtors** | | | | | |
| Accounts Receivable | 4,931 | — | — | — | 4,931 |
| **Totals** | **4,931** | **—** | **—** | **—** | **4,931** |
| **Liabilities – Creditors: due within one year** | | | | | |
| Accounts Payable | (3,020) | — | (175) | — | (3,195) |
| **Totals** | **(3,020)** | **—** | **(175)** | **—** | **(3,195)** |
| **Creditors falling due after one year** | | | | | |
| Loans received | (21,196) | — | — | — | (21,196) |
| **Totals** | **(21,196)** | **—** | **—** | **—** | **(21,196)** |
| **Grand total** | **16,685** | **326,886** | **125,262** | **33,194** | **502,027** |

## NOTE 12 (a). SUMMARY OF FUND MOVEMENTS – 2023

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 16,685 | 113,265 | (100,648) | (10,406) | — | 18,896 |
| | **16,685** | **113,265** | **(100,648)** | **(10,406)** | **—** | **18,896** |
| **Designated** | | | | | | |
| Fabric Fund | — | — | — | — | — | — |
| Sale of Thorndales | 325,698 | — | — | — | 30,643 | 356,341 |
| Memorial Fund | 1,188 | — | — | (1,188) | — | — |
| | **326,886** | **—** | **—** | **(1,188)** | **30,643** | **356,341** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 92,303 | 5,194 | (600) | (4,594) | (2,097) | 90,206 |
| Building Trust Fund | 9,096 | 915 | — | 16,188 | — | 26,199 |
| Christ Church Centre | — | — | — | — | — | — |
| Pop up Café | 2,180 | 2,662 | (1,151) | — | — | 3,691 |
| Toddlers Group | 1,183 | 263 | (4) | — | — | 1,442 |
| Sale of old hall | 20,500 | 684 | — | — | — | 21,184 |
| | **125,262** | **9,718** | **(1,755)** | **11,594** | **(2,097)** | **142,722** |
| **Endowment** | | | | | | |
| Endowment | 33,194 | — | — | — | 2,280 | 35,474 |
| | **33,194** | | **—** | **—** | **2,280** | **35,474** |
| **Grand total** | **502,027** | **122,983** | **(102,403)** | **—** | **30,826** | **553,433** |

## NOTE 12 (b). SUMMARY OF FUND MOVEMENTS – 2022

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 8,154 | 101,858 | (97,369) | 4,042 | — | 16,685 |
| | **8,154** | **101,858** | **(97,369)** | **4,042** | **—** | **16,685** |
| **Designated** | | | | | | |
| Fabric Fund | 578 | — | — | (578) | — | — |
| Sale of Thorndales | 369,154 | — | — | — | (43,456) | 325,698 |
| Memorial Fund | 1,188 | — | — | — | — | 1,188 |
| | **370,920** | **—** | **—** | **(578)** | **(43,456)** | **326,886** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 97,569 | 5,042 | (1,000) | (4,042) | (5,266) | 92,303 |
| Building Trust Fund | 9,770 | — | (1,453) | 779 | — | 9,096 |
| Christ Church Centre | 201 | — | — | (201) | — | — |
| Pop up cafe | | 4,823 | 2,643 | | | 2,180 |
| Toddlers group | | 1,188 | 5 | | | 1,183 |
| Sale of old hall | 19,816 | 684 | — | — | — | 20,500 |
| | **127,356** | **11,737** | **(5,101)** | **(3,464)** | **(5,266)** | **125,262** |
| **Endowment** | | | | | | |
| Endowment | 37,165 | — | — | — | (3,971) | 33,194 |
| | **37,165** | **—** | **—** | **—** | **(3,971)** | **33,194** |
| **Grand total** | **543,595** | **113,595** | **(102,470)** | **—** | **(52,693)** | **502,027** |

## NOTE 13. RELATED PARTIES

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Giving by Trustees | 28,305 | 20,820 |

This is the giving by members of the PCC for the work of the Church excluding gift aid.

## NOTE 14. FUNDS HELD BY DIOCESE

The Chelmsford Diocesan Board of Finance holds legal title as Custodian Trustee of the funds below. The management of the trust funds is the responsibility of the PCC as Managing Trustees.

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | 21,184 | 20,500 |

The funds have been placed in a dedicated deposit account managed by the CCLA.

| | | |
|---|---|---|
| **Clerical assistance for the vicar** | 2,780 | 2,541 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares. This fund is included within the figures in note 12 for Endowment Funds.

| | | |
|---|---|---|
| **Sale of Thorndales** | 356,341 | 325,698 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares.

Income is accounted for in Christ Church's accounts as follows:

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | | |
| Interest backdated due to delay when bank account was closed. Interest is credited to Building Trust Fund | 915 | — |
| **Clerical assistance for the vicar** | 76 | 76 |
| Dividend income is credited to the General Fund. | | |
| **Sale of Thorndales** | 9,740 | 9,687 |
| Dividend income is credited to the General Fund. | | |

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, WARLE

England & Wales - Charity number 1138758

# Accounts

# Christ Church, Warley, Brentwood

# Annual Report and Financial Statements

# Year ending 31st December 2022

## Incumbent

Reverend Stuart Hull BA, BTh

## Bankers

Nat West
46, High Street,
Brentwood,
CM14 4AL

## Independent Examiner

Neville Reid ACA
19, Mills Grove,
Poplar
London
E14 0RH

**Christ Church, Warley, Brentwood**
**Trustees Annual Report**
**for the year ending 31st December 2022**

## PCC Foreword

### Administrative Information

Christ Church is situated at Warley Hill, Warley, Brentwood, Essex, CM13 3AA. This also the address for correspondence. It is part of the Diocese of Chelmsford within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2006). It is charity registered with the Charity Commission (CC registration number 1138758).

### Aims and purposes

Christ Church Parochial Church Council has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church complex at Christ Church, Warley.

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Christ Church the membership of the PCC consists of the Incumbent, the Church Wardens, members elected by those members of the congregation who are on the electoral roll of the Church, and any member(s) co-opted for specialist skills which are needed at the time.
The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including decisions on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.
The PCC meets 6 times during the year. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees include Worship and Spirituality, Buildings, Pastoral, Children and Youth, and Administration. All these groups are responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

## PCC Membership 2022

PCC Members who have served anytime from the APCM on 22nd March 2022 to the date this report is approved are shown below.

Ex Officio Members
Incumbent and Chair of PCC: Reverend Stuart Hull
Church Wardens: Suzanne Galliers
Louise Kearns

Elected Members:
Heather Bradshaw
Brendon Horrocks
Olive Law, Deanery Synod Representative
Harry Stimpson
Stuart Brooks co-opted to August 2022
Alison Coates to May 2022
John Kettlewell, Treasurer
Sylvia Partridge, PCC Secretary
Mark Townsend

### Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups which live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community by

1. Worship, bible study and prayer, learning about the gospel and developing their knowledge and trust in Jesus as Lord and Saviour
2. Provision of pastoral care to people living in the parish
3. Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of Christ Church. This report focuses on finance and governance matters. A separate report on the many activities of the Church shows how the PCC achieved the above objectives in 2022. The years 2020 and 2021 were difficult due to the impact of Covid and the resulting closure of the church building and centre. Thankfully in 2022 the Church has been able to return to a more normal pattern of activity.

## Financial review

### General Fund

The main account of Christ Church is the General Fund, described as unrestricted funds in the financial statements, meaning its funds are available to be spent on PCC general purposes. In 2022 income was £101,858 (compared with £85,652 in 2021), and expenditure was £97,369 compared with (£88,740 in 2021), meaning there was a surplus of £4,489 for the year. This compared with a deficit of £3,088 in 2021. The surplus for 2022, together with £4,042 referred to later, has been taken to the reserve of £8,154 brought forward into 2022 and so as at 31st December 2022 there was a reserve of £16,685 carried forward. The level of reserves is discussed later.

Income from giving was £75,668 inclusive of tax recovered on gift aid, compared with £68,229 in 2021, thanks to God working through the generosity of church members. Part of this giving funded specific items, namely pew bibles (£833), the Payaz card reader (£490) and the portable electronic piano (£982). The corresponding expenditure is shown in Upkeep of Services. Income from the Christ Church Centre has recovered almost towards pre pandemic levels at £8,311 compared with £3,975 in 2021. There was also £1,890 from car parking compared with £45 in 2021 as the Walter Boyce Centre has made use of spaces. Fee income from weddings and funerals was £1,640 compared with £828 in 2021. Dividend income was maintained. £10,787 was received on the General Fund compared with £10,422 in 2021. £4,042 was transferred from the Aged and Infirm Fund to support General Fund activities because many of these are provided in accordance with the aims and objectives of the former Fund. In 2021 the figure was £3,996.

For the first time since 2019 the church incurred a full year's energy costs. Expenditure on gas was £3,128 compared with £1,330 in 2021, and expenditure on electricity £2,855 compared with £801 in 2021. However, there have been further large increases in prices which are discussed later. Because there are now musicians for the morning and evening services we no longer incur the costs of organists. That was £3,030 in 2019. Expenditure on maintenance was £2,365 in the General Fund compared with £1,947 in 2021. Expenditure on administration was £773 in 2022 compared with £666 in 2021. Printing and stationery costs were £1,091

which mainly related to leasing costs of the printer/photocopier compared with £940 in 2021. Expenditure on upkeep of services was £2,980 compared with £440 in 2021 due to the acquisition of the three items referred to above.

What we cannot put a price on is the value of the work of our volunteers, as highlighted in the Activities Report, which is produced separately from this report. Without their input the Church would not be able to carry out the many activities it undertakes. Our thanks go to all our volunteers.

On the expenditure side the Diocese informed Christ Church that its portion of the Parish Share was £77,743. However our financial position has been deteriorating over the last few years and we could no longer pay what was requested. The PCC paid the Diocese £68,832 in 2022. This was an increase on the £65,469 paid in 2021. When that was added to the amount paid by St Mary's it meant that as a Benefice both Christ Church and St Mary's had covered the cost of ministry, i.e. what it costs for one stipendiary minister to be employed plus all the overhead costs of the Diocese. The methodology for calculating the Parish Share has changed for 2023 and more accurately reflects the cost of ministry. As a result in 2023 Christ Church will be able to pay its portion of the Parish Share in full. This is £66,020. The budget for 2022 was prepared on the basis of a deficit on the year of £11,247 which would be covered by the balance of £8,154 brought forward into 2022 and a transfer of £3,500 from the Aged and Infirm Fund. However, income exceeded expectations through giving, centre hires and car parking. In addition expenditure was below budget due to reduced energy consumption, a saving due to the cleaner who resigned in April not being replaced, and a contribution from St Mary's to the cost of the Parish Administrator. There was a surplus on the year and an increase in the working balance carried forward into 2023 of £16,685. As things stand this balance will be partly utilised in supporting the 2023 budget which is in deficit by £11,109. The big uncertainty is energy costs. Gas has risen from 3.4p per kwh in 2021 to 7.7p per kwh in 2022 and now 21.3p. We are locked into the gas contract until 6th Nov 2023. To ensure the church is warmer heating hours have been extended. The electricity tariff is variable but costs have risen from Oct 2021, peak 38.58p per kwh to 130.2p per kwh and off peak from 12.75p to 54.95p. The Government energy support scheme is not particularly generous and only runs until the end of March 2023. The budget for gas in 2023 is £6,918 and for electricity is £5,654. It remains to be seen if these are adequate. However, since the 2023 budget was approved, the PCC has received from the Diocese an energy costs support grant of £1,520. This is welcome. In 2022 individual church members donated £250 to BSCWT and £733 to Iris Global Ministries through Christ Church accounts. £89 raised at the Christingle service in December 2021 was paid to the charity SNAP. The turmoil in the aftermath of Russia's invasion of Ukraine led to falls in global stock markets. Our investments were not immune and capital values fell. However, dividend income rose slightly which for us is more important.

**Reserves Policy**

The General Fund Reserve at 31st December 2022 was £16,685. The importance of reserves is that they provide the cash necessary to smooth out fluctuations in cash flow and meet emergencies. Each month we pay the following large bills by direct debit: parish share (£5,501), salaries (£500), gas, electricity and utilities (£1,050 average but higher in winter). At the end of 2022 the cash balances on the General Fund were £35,970 compared with £28,469 at the end of 2021. The reason for the cash balances being higher than the General Fund Reserve is that there is £21,196 still in hand from the loan for the Parish Hall which is only due for repayment to the Diocese in the long term. Therefore, for 2023 sufficient cash resources are available to meet timing differences between income and expenditure and any emergency items. This position will need to be kept under review.

**Other funds**

During the year the PCC decided to close down 2 funds, the Christ Church Centre Project as it had served its purpose, and the Fabric Fund as it was felt that its work was duplicated by the Building Trust Fund. The balances on both funds were transferred to the Building Trust Fund. However 2 new funds were opened, the Pop up Café and Toddlers Group. Early in 2022 the PCC was successful in bidding for a grant of £3,000 from Brentwood Council to establish a café that would serve the community and also be an opportunity to introduce the community to the church. At the same time the Toddlers Group bank account was merged with the Christ Church bank account. However a separate fund was set up. The PCC considered it important that income and expenditure on both these activities was kept separate from the General Fund

The closing balances and main transactions on funds other than the General Fund were as follows:

**Endowment Funds.** These are donations to the Church to be invested and the income used for general or specific purposes such as repairs or the choir. The investments were valued at £33,194 as at 31st December 2022. The comparable figure at the end of 2021 was £37,165. Dividend income of £1,100 was credited to the General Fund (£1,054 in 2021) and applied in accordance with the terms of the trusts.

**Christ Church Centre**. This was set up to finance major building work to the Centre. As stated above the fund was closed in 2022 and the balance of £201 transferred to the Building Trust Fund.

**Aged and Infirm**. In 1975 Mr Surridge bequeathed a sum of money to be invested for the benefit of the aged and infirm. Investments produced dividend income of £5,042 compared with £4,496 in 2021. £1,000 was used to pay for taxis compared with £500 in 2021. This meant that the transfer to the General Fund was £4,024 compared with £3,996 last year. The investments which provide dividend income were valued at £89,273 as at 31st December 2022. The 31st December 2021 valuation was £94,539. There is a revenue balance on the Fund of £3,030 as at 31st December 2022.

**Building Trust Fund**. This trust was set up in 1996 to provide for work to the interior and exterior of the Church and any work in the grounds. The balances on the Christ Church Centre Fund (£201) and Fabric Fund (£578) were transferred to this fund in 2022. Expenditure was £1,453 on a new projector and bulb. The year-end balance was £9,096.

**Fabric Fund**. As stated above this fund was closed down during the year and the balance of £578 transferred to the Building Trust Fund.

**Thorndales**. The net proceeds due to the PCC relating to the sale of the former curate's house were invested in income shares of the Church Board of Finance Church of England Investment Fund on 30th April 2019. The value of the investment on 31st December 2022 was £325,698 compared with £369,154 a year earlier. The investment is held by the Diocese as Custodian Trustee. The PCC as Managing Trustee receives the dividend income. Full year dividend income in 2022 was £9,687 compared with income in 2021 of £9,368.

**Parish Hall**. The hall was sold many years ago. The Diocese are custodian trustees and hold the cash. It represents the amount of loan repayments of £683.75 each year by the Church to the Diocese in respect of the loan granted by the Diocese in 1990 for the internal reordering of the Church. This is an interest free loan. At the end of the year the loan outstanding was £21,196 (£21,880 in 2021) and cash held by the Diocese as custodian trustee was £19,816 (£19,132 in 2020).

**Pop up Café**. A grant of £3,000 enabled the establishment of this fund. After incurring start up costs of £1,080, café sales covered the cost of provisions. There was a balance on the fund of £2,180 on 31st December 2022.

**Toddlers Group**. A balance of £427.20 was transferred to Christ Church. A small fee is charged to users. There was a balance of £1,183 on the fund at the end of the year.

**Memorial Fund**. This fund has been dormant since 1993 and will be closed down in 2023.

Approved by the PCC on 15th March 2023



Reverend Stuart Hull BA, BTh
Chair of the PCC

**Independent examiner's report to the Trustees of Christ Church, Great Warley, Parochial Church Council**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31st December 2022.**

**Responsibilities and basis of report**
As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiners statement**
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

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

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

Neville Reid

Neville Reid, ACA
19 Mills Grove
Poplar
London
E14 0RH

15th March 2023

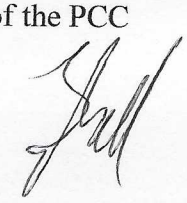
**Christ Church, Warley, Brentwood**
**Statement of Financial Activities**
**for the year ending 31st December 2022**

| | Note | Unrestricted funds | Designated funds | Restricted funds | Endowment funds | Total funds | Prior year total funds |
|---|---|---|---|---|---|---|---|
| **Income and endowments from:** | 2 | £ | £ | £ | £ | £ | £ |
| Donations and legacies | | 81,057 | — | — | — | 81,057 | 69,973 |
| Charitable activities | | 9,951 | — | — | — | 9,951 | 4,803 |
| Other trading activities | | — | — | — | — | — | 640 |
| Investments | | 10,850 | — | 5,042 | — | 15,892 | 14,940 |
| Other income | | — | — | 6,695 | — | 6,695 | 683 |
| **Total income** | | **101,858** | — | **11,737** | — | **113,595** | **91,039** |
| **Expenditure on:** | 3 | | | | | | |
| Charitable activities | | 96,915 | — | 2,481 | — | 99,396 | 91,570 |
| Other expenditure | | 454 | — | 2,620 | — | 3,074 | 184 |
| **Total expenditure** | | **97,369** | — | **5,101** | — | **102,470** | **91,754** |
| **Net income / (expenditure) before investment gains/losses** | | **4,489** | — | **6,636** | — | **11,125** | **(715)** |
| Net gains/(losses) on investments | 8 | — | (43,456) | (5,266) | (3,971) | (52,693) | 61,376 |
| **Net income / (expenditure)** | | **4,489** | **(43,456)** | **1,370** | **(3,971)** | **(41,568)** | **60,661** |
| **Transfers between funds:** | | | | | | | |
| Gross transfers between funds – in | 7 | 4,042 | — | — | — | 4,042 | 3,996 |
| Gross transfers between funds – out | 7 | — | (578) | (3,464) | — | (4,042) | (3,996) |
| **Net movement in funds** | | **8,531** | **(44,034)** | **(2,094)** | **(3,971)** | **(41,568)** | **60,661** |
| **Total funds brought forward** | | **8,154** | **370,920** | **127,356** | **37,165** | **543,596** | **482,934** |
| **Total funds carried forward** | | **16,685** | **326,886** | **125,262** | **33,194** | **502,027** | **543,595** |

## Christ Church, Warley, Brentwood
## Balance sheet
## for the year ending 31st December 2022

| | Note | Total funds £ | Prior year funds £ |
|---|---|---|---|
| **Fixed assets** | | | |
| Investments | 8 | 448,165 | 500,858 |
| | | **448,165** | **500,858** |
| **Current assets** | | | |
| Debtors | 9 | 4,931 | 4,381 |
| Cash at bank and in hand | 11 | 73,322 | 63,052 |
| | | **78,253** | **67,433** |
| **Liabilities** | | | |
| Creditors: Amounts falling due within one year | 10(a) | 3,195 | 2,816 |
| **Net current assets** | | **75,058** | **64,617** |
| **Total assets less current liabilities** | | **523,223** | **565,475** |
| Creditors: Amounts falling due after one year | 10(b) | 21,196 | 21,880 |
| **Total net assets less liabilities** | | **502,027** | **543,595** |
| **Funds of the Charity** | 12 | | |
| **Unrestricted** | | | |
| General fund | | 16,685 | 8,154 |
| **Designated** | | | |
| Fabric Fund | | — | 578 |
| Sale of Thorndales | | 325,698 | 369,154 |
| Memorial Fund | | 1,188 | 1,188 |
| **Restricted** | | | |
| Aged and Infirm Fund | | 92,303 | 97,569 |
| Building Trust Fund | | 9,096 | 9,770 |
| Christ Church Centre | | — | 201 |
| Pop up Café | | 2,180 | — |
| Toddlers Group | | 1,183 | — |
| Sale of old hall | 14 | 20,500 | 19,816 |
| **Endowment** | | | |
| Endowment | | 33,194 | 37,165 |
| **Funds of the Charity** | | **502,027** | **543,595** |

Approved by the PCC on 15th March 2023
Reverend Stuart Hull BA, BTh
Chair of the PCC



## NOTE 1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations "true and fair view" provisions. They are also prepared under FRS102 as the applicable accounting standard and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### (a) Income

Planned giving, collections, and similar donations are recognized when received. Tax reclaimed in respect of Gift Aid is recognized when the incoming resources to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when received. All incoming resources are accounted gross with the exception of fees for weddings and funerals. The total income for these items includes amounts due to the Diocese and expenses to helpers. These are netted off the total amount leaving in the accounts only income properly due to the PCC.

### (b) Expenditure

Grants and donations are accounted for when paid over or the PCC commits to paying from resources for the financial year in question. The Diocesan Parish Share is paid over when due provided resources are available. All other expenditure is generally recognized and is accounted for gross.

### (c) Volunteers

Without our volunteers the Church could not function. However, it is not possible to put a value on the work they do.

### (d) Assets

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of charity by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalized in the financial statements.

**Moveable church furnishings**

Moveable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property listed in the church's inventory (which can be inspected at any reasonable time). For anything prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Since then no individual item has cost more than £1,500 (see below).

**Tangible fixed assets for use by the charity.**

These are capitalized if they can be used for more than one year and cost more than £1,500, and are then depreciated over their useful economic life. However since 2000 no individual item has cost more than £1,500 and so all expenditure has been written off when incurred.

**Investments**

These are valued at market value at the year end.

**Short term deposits**

These are either cash held on deposit with the bank or CCLA.

**(e) Funds**

**Unrestricted Funds**. These are income funds which are to be spent on the PCC's general purposes. For Christ Church there is one unrestricted fund, the General Fund.

**Designated Funds**. These are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted, and the PCC may move any surplus to other general funds. Designated funds are the Memorial Fund and the investment of the sale proceeds of Thorndales. In the case of the latter the Diocese holds the funds as Custodian Trustee.

**Restricted Funds.** These comprise (a) income from trusts and endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations and grants for a specific PCC activity intended by the donor. Any balance unspent at the end of the year is carried forward as a balance on that fund. The major restricted funds for Christ Church are the Aged and Infirm, the Building Trust, the Pop up Café and the Toddlers Group. The Sale of the Old Hall is held by the Diocese.

**Endowment Funds.** These are funds, the capital of which must be retained either permanently or at the PCC's discretion. The income derived from an endowment is to be used either as restricted or unrestricted funds depending on the purpose for which the fund was established in the first place. For Christ Church, endowments are the investments which are not part of the Aged and Infirm Fund. The dividend income is credited to the General Fund as the PCC consider it is spent within the General Fund in accordance with the purposes for which the funds were set up.

## NOTE 2 (a). INCOME – 2022

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| **Donations and legacies** | | £ | £ | £ | £ | £ | £ |
| Gift Aid – Bank | 13 | 34,275 | — | — | — | 34,275 | 31,081 |
| Gift Aid – Envelopes and other regular | 13 | 3,192 | — | — | — | 3,192 | 6,370 |
| Other planned giving | 13 | 8,806 | — | — | — | 8,806 | 4,036 |
| Loose plate collections and Payaz | | 3,421 | — | — | — | 3,421 | 2,452 |
| Donations appeals for external projects | | 908 | — | — | — | 908 | 698 |
| Donations etc for Christ Church | 13 | 13,537 | — | — | — | 13,537 | 12,914 |
| Tax recoverable on Gift Aid | | 12,437 | — | — | — | 12,437 | 11,376 |
| Legacies | | — | — | — | — | — | — |
| Other funds generated | | 2,591 | — | — | — | 2,591 | 1,001 |
| Car Park income | | 1,890 | — | — | — | 1,890 | 45 |
| Total | | 81,057 | — | — | — | 81,057 | 69,973 |
| **Charitable activities** | | | | | | | |
| Fees for weddings and funerals | | 1,640 | — | — | — | 1,640 | 828 |
| Church hall lettings | | 8,311 | — | — | — | 8,311 | 3,975 |
| Total | | 9,951 | — | — | — | 9,951 | 4,803 |
| **Other trading activities** | | | | | | | |
| Christmas Market | | — | — | — | — | — | 640 |
| Total | | — | — | — | — | — | 640 |
| **Investments** | | | | | | | |
| Dividends | | 10,787 | — | 5,042 | — | 15,829 | 14,918 |
| Bank and building society interest | | 63 | — | — | — | 63 | 22 |
| Total | | 10,850 | — | 5,042 | — | 15,892 | 14,940 |
| **Other income** | | | | | | | |
| Loan repayment to Diocese | | — | — | 684 | — | 684 | 683 |
| Toddlers Group | | — | — | 1,188 | — | 1,188 | — |
| Pop up Café grant and sales | | — | — | 4,823 | — | 4,823 | — |
| Total | | — | — | 6,695 | — | 6,695 | 683 |
| **INCOME TOTAL** | | 101,858 | — | 11,737 | — | 113,595 | 91,039 |

## NOTE 2 (b). INCOME – 2021

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2021 |
|---|---|---|---|---|---|---|
| **Donations and legacies** | | £ | £ | £ | £ | £ |
| Gift Aid – Bank | 13 | 31,081 | — | — | — | 31,081 |
| Gift Aid – Envelopes | 13 | 6,370 | — | — | — | 6,370 |
| Other planned giving | 13 | 4,036 | — | — | — | 4,036 |
| Loose plate collections | | 2,452 | — | — | — | 2,452 |
| Donations appeals for external projects | | 698 | — | — | — | 698 |
| Donations etc for Christ Church | 13 | 12,914 | — | — | — | 12,914 |
| Tax recoverable on Gift Aid | | 11,376 | — | — | — | 11,376 |
| Legacies | | — | — | — | — | — |
| Other funds generated | | 812 | — | 189 | — | 1,001 |
| Car Park income | | 45 | — | — | — | 45 |
| Total | | 69,784 | — | 189 | — | 69,973 |
| **Charitable activities** | | | | | | |
| Fees for weddings and funerals | | 828 | — | — | — | 828 |
| Church hall lettings | | 3,975 | — | — | — | 3,975 |
| Total | | 4,803 | — | — | — | 4,803 |
| **Other trading activities** | | | | | | |
| Christmas Market | | 640 | — | — | — | 640 |
| Total | | 640 | — | — | — | 640 |
| **Investments** | | | | | | |
| Dividends | | 10,422 | — | 4,496 | — | 14,918 |
| Bank and building society interest | | 3 | 19 | — | — | 22 |
| Total | | 10,425 | 19 | 4,496 | — | 14,940 |
| **Other income** | | | | | | |
| Loan repayment to Diocese | | — | — | 683 | — | 683 |
| Total | | — | — | 683 | — | 683 |
| **INCOME TOTAL** | | 85,652 | 19 | 5,368 | — | 91,039 |

## NOTE 3 (a). EXPENDITURE – 2022

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | 733 | — | — | — | 733 | 416 |
| Home mission | | 292 | — | — | — | 292 | 467 |
| Secular charities | | 130 | — | — | — | 130 | 50 |
| Ministry parish share etc | | 68,832 | — | — | — | 68,832 | 65,470 |
| Salary of parish administrator | 6 | 7,210 | — | — | — | 7,210 | 8,112 |
| Working expenses of incumbent | | 1,471 | — | — | — | 1,471 | 1,122 |
| Church running – insurance | | 2,469 | — | — | — | 2,469 | 2,643 |
| Church office – telephone | | 62 | — | — | — | 62 | 62 |
| Organ / piano tuning | | 575 | — | — | — | 575 | 740 |
| Church maintenance | | 2,365 | | 19 | — | 2,384 | 4,461 |
| Cleaning | | 1,364 | — | — | — | 1,364 | 2,768 |
| Upkeep of services | | 2,980 | — | 1,434 | — | 4,414 | 440 |
| Administration | | 773 | — | 28 | — | 801 | 666 |
| Governance costs | | 450 | — | — | — | 450 | 450 |
| Church running – electric | | 2,855 | — | — | — | 2,855 | 801 |
| Church running – gas | | 3,128 | — | — | — | 3,128 | 1,330 |
| Church running – water | | 135 | — | — | — | 135 | 132 |
| Printing and stationery | | 1,091 | — | — | — | 1,091 | 940 |
| Transport costs | | — | — | 1,000 | — | 1,000 | 500 |
| Total | | 96,915 | — | 2,481 | — | 99,396 | 91,570 |
| **Other expenditure:** | | | | | | | |
| Café set up costs | | — | — | 1,080 | — | 1,080 | — |
| Café supplies and sandwiches | | — | — | 1,540 | — | 1,540 | — |
| Miscellaneous expenditure | | 454 | — | — | — | 454 | 184 |
| **EXPENDITURE TOTAL** | | 97,369 | — | 5,101 | — | 102,470 | 91,754 |

## NOTE 3 (b). EXPENDITURE – 2021

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2021 |
|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | 416 | — | — | — | 416 |
| Home mission | | 467 | — | — | — | 467 |
| Secular charities | | 50 | — | — | — | 50 |
| Ministry parish share etc | | 65,470 | — | — | — | 65,470 |
| Salary of parish administrator | 6 | 8,112 | — | — | — | 8,112 |
| Working expenses of incumbent | | 1,122 | — | — | — | 1,122 |
| Church running – insurance | | 2,643 | — | — | — | 2,643 |
| Church office – telephone | | 62 | — | — | — | 62 |
| Organ / piano tuning | | 740 | — | — | — | 740 |
| Church maintenance | | 1,947 | — | 2,514 | — | 4,461 |
| Cleaning | | 2,768 | — | — | — | 2,768 |
| Upkeep of services | | 440 | — | — | — | 440 |
| Administration | | 666 | — | — | — | 666 |
| Governance costs | | 450 | — | — | — | 450 |
| Church running – electric | | 801 | — | — | — | 801 |
| Church running – gas | | 1,330 | — | — | — | 1,330 |
| Church running – water | | 132 | — | — | — | 132 |
| Printing and stationery | | 940 | — | — | — | 940 |
| Transport costs | | — | — | 500 | — | 500 |
| Total | | 88,556 | — | 3,014 | — | 91,570 |
| **Other expenditure:** | | | | | | |
| Miscellaneous expenditure | 7a | 184 | — | — | — | 184 |
| **EXPENDITURE TOTAL** | | 88,740 | — | 3,014 | — | 91,754 |

## NOTE 4. GOVERNMENT GRANTS

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Brentwood Council startup grant for Café | 3,000 | — |

## NOTE 5. ANALYSIS OF EXPENDITURE

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Independent examiner's remuneration | 450 | 450 |

No trustee claimed any expenses in connection with their role as a trustee in either 2022 or 2021.

## NOTE 6. STAFF COSTS

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Salaries and wages | 7,515 | 9,880 |
| Pension costs | 300 | 395 |
| Total | 7,815 | 10,275 |

During the year the PCC employed and paid a Parish Administrator and a cleaner (both part time). No payment was large enough to attract social security costs. Both employees exercised their right in 2017 to opt into a workplace pension (see below). The cleaner resigned in April 2022. Her work is now covered by volunteers. The Parish Administrator resigned in November 2022 to take a full time job elsewhere and at the end of the year had still to be replaced. Fiona Townsend, who was the Parish Administrator, is the wife of Mark Townsend, a PCC Member. No other expenses were claimed by employees.

The PCC has enrolled those employees who wish to be members of a workplace pension scheme into NEST. Contributions commenced in November 2017. This is a defined contribution scheme and so no liability will fall on the Trustees. Both employer and employee pay 4% into this scheme.

## NOTE 7. ANALYSIS OF TRANSFER BETWEEN FUNDS

| | Unrestricted | Designated | Restricted |
|---|---|---|---|
| | £ | £ | £ |
| Transfer from Aged and Infirm to General | 4,042 | | (4,042) |
| Transfer from Fabric Fund to Building Trust Fund | | (578) | 578 |
| Transfer from Christ Church Centre | | | (201) |
| Transfer to Building Trust Fund | | | 201 |

In view of the age profile of the congregation the PCC agreed to transfer the annual surplus on the Aged and Infirm Fund to the General Fund as a large part of the Church's general activities relate to the elderly and infirm. In 2022 the PCC agreed to close down the Fabric and Christ Church Centre Funds and transfer the balances to the Building Trust Fund.

## NOTE 8. FIXED ASSETS

| Investments | 2022 £ | 2021 £ |
|---|---|---|
| Market value 1st January | 500,858 | 439,482 |
| Gains/(losses) | (52,693) | 61,376 |
| Market value 31st December | 448,165 | 500,858 |

The market value at the end of the year represents investments for:

| | | |
|---|---|---|
| Endowment Funds | 33,194 | 37,165 |
| Sale of Thorndales | 325,698 | 369,154 |
| Restricted Funds | 89,273 | 94,539 |
| | 448,165 | 500,858 |

## NOTE 9. CURRENT ASSETS

| Debtors<br>Unrestricted Funds: | 2022 £ | 2021 £ |
|---|---|---|
| Tax recoverable | 2,831 | 2,753 |
| Prepayments | 1,278 | 1,556 |
| Other | 822 | 72 |
| Total | 4,931 | 4,381 |

## NOTE 10. LIABILITIES

(a) Creditors falling due within 1 year

| Unrestricted Funds: | 2022 £ | 2021 £ |
|---|---|---|
| Salaries and pensions | — | 870 |
| Charitable donations | 400 | 490 |
| Other | 2,620 | 1,456 |
| Restricted: | | |
| Other | 175 | — |
| Total | 3,195 | 2,816 |

(b) Creditors falling due after 1 year

| | | |
|---|---|---|
| Loan from Diocese re Parish Hall | 21,196 | 21,880 |

In 1990 the proceeds from the sale of the parish Hall were paid over to the Diocese. These were immediately loaned back to the Parish to fund the internal reordering of the Church. The loan is interest free and is being paid back with annual instalments of £683.75 with final repayment due in 2053.

## NOTE 11 (a). STATEMENT OF ASSETS AND LIABILITIES – 2022

| | General | Designated | Restricted | Endowment | This year | Last year |
|---|---|---|---|---|---|---|
| **Fixed assets – Investments** | £ | £ | £ | £ | £ | £ |
| Investments | — | 325,698 | 89,273 | 33,194 | 448,165 | 500,858 |
| **Totals** | **—** | **325,698** | **89,273** | **33,194** | **448,165** | **500,858** |
| **Current assets – Cash at bank and in hand** | | | | | | |
| Bank current account | 7,569 | — | 5,164 | — | 12,733 | 24,701 |
| Bank deposit account | 28,401 | | 10,500 | | 38,901 | 17,347 |
| Memorial Fund Deposit | — | 1,188 | — | — | 1,188 | 1,188 |
| CCLA Deposit Account | — | — | 20,500 | — | 20,500 | 19,816 |
| **Totals** | **35,970** | **1,188** | **36,164** | **—** | **73,322** | **63,052** |
| **Current assets – Debtors** | | | | | | |
| Accounts Receivable | 4,931 | — | — | — | 4,931 | 4,381 |
| **Totals** | **4,931** | **—** | **—** | **—** | **4,931** | **4,381** |
| **Liabilities – Creditors: due within one year** | | | | | | |
| Accounts Payable | (3,020) | — | (175) | — | (3,195) | (2,816) |
| **Totals** | **(3,020)** | **—** | **(175)** | **—** | **(3,195)** | **(2,816)** |
| **Creditors falling due after one year** | | | | | | |
| Loans received | (21,196) | — | — | — | (21,196) | (21,880) |
| **Totals** | **(21,196)** | **—** | **—** | **—** | **(21,196)** | **(21,880)** |
| **Grand total** | **16,685** | **326,886** | **125,262** | **33,194** | **502,027** | **543,595** |

## NOTE 11 (b). STATEMENT OF ASSETS AND LIABILITIES – 2021

| | General | Designated | Restricted | Endowment | Total |
|---|---|---|---|---|---|
| **Fixed assets – Investments** | £ | £ | £ | £ | £ |
| Investments | — | 369,154 | 94,539 | 37,165 | 500,858 |
| **Totals** | **—** | **369,154** | **94,539** | **37,165** | **500,858** |
| **Current assets – Cash at bank and in hand** | | | | | |
| Bank current account | 11,122 | 578 | 13,001 | — | 24,701 |
| Bank deposit account | 17,347 | | | | 17,347 |
| Memorial Fund Deposit | — | 1,188 | — | — | 1,188 |
| CCLA Deposit Account | — | — | 19,816 | — | 19,816 |
| **Totals** | **28,469** | **1,766** | **32,817** | **—** | **63,052** |
| **Current assets – Debtors** | | | | | |
| Accounts Receivable | 4,381 | — | — | — | 4,381 |
| **Totals** | **4,381** | **—** | **—** | **—** | **4,381** |
| **Liabilities – Creditors: due within one year** | | | | | |
| Accounts Payable | (2,816) | — | — | — | (2,816) |
| **Totals** | **(2,816)** | **—** | **—** | **—** | **(2,816)** |
| **Creditors falling due after one year** | | | | | |
| Loans received | (21,880) | — | — | — | (21,880) |
| **Totals** | **(21,880)** | **—** | **—** | **—** | **(21,880)** |
| **Grand total** | **8,154** | **370,920** | **127,356** | **37,165** | **543,595** |

## NOTE 12 (a). SUMMARY OF FUND MOVEMENTS – 2022

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 8,154 | 101,858 | (97,369) | 4,042 | — | 16,685 |
| | **8,154** | **101,858** | **(97,369)** | **4,042** | **—** | **16,685** |
| **Designated** | | | | | | |
| Fabric Fund | 578 | — | — | (578) | — | — |
| Sale of Thorndales | 369,154 | — | — | — | (43,456) | 325,698 |
| Memorial Fund | 1,188 | — | — | — | — | 1,188 |
| | **370,920** | **—** | **—** | **(578)** | **(43,456)** | **326,886** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 97,569 | 5,042 | (1,000) | (4,042) | (5,266) | 92,303 |
| Building Trust Fund | 9,770 | — | (1,453) | 779 | — | 9,096 |
| Christ Church Centre | 201 | — | — | (201) | — | — |
| Pop up Café | — | 4,823 | (2,643) | — | — | 2,180 |
| Toddlers Group | — | 1,188 | (5) | — | — | 1,183 |
| Sale of old hall | 19,816 | 684 | — | — | — | 20,500 |
| | **127,356** | **11,737** | **(5,101)** | **(3,464)** | **(5,266)** | **125,262** |
| **Endowment** | | | | | | |
| Endowment | 37,165 | — | — | — | (3,971) | 33,194 |
| | **37,165** | **—** | **—** | **—** | **(3,971)** | **33,194** |
| **Grand total** | **543,595** | **113,595** | **(102,470)** | **—** | **(52,693)** | **502,027** |

## NOTE 12 (b). SUMMARY OF FUND MOVEMENTS – 2021

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 7,246 | 85,652 | (88,740) | 3,996 | — | 8,154 |
| | **7,246** | **85,652** | **(88,740)** | **3,996** | **—** | **8,154** |
| **Designated** | | | | | | |
| Fabric Fund | 559 | 19 | — | — | — | 578 |
| Sale of Thorndales | 322,954 | — | — | — | 46,200 | 369,154 |
| Memorial Fund | 1,188 | — | — | — | — | 1,188 |
| | **324,701** | **19** | **—** | **—** | **46,200** | **370,920** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 86,414 | 4,496 | (500) | (3,996) | 11,155 | 97,569 |
| Building Trust Fund | 12,096 | 188 | (2,514) | — | — | 9,770 |
| Christ Church Centre | 201 | — | — | — | — | 201 |
| Sale of old hall | 19,132 | 684 | — | — | — | 19,816 |
| | **117,843** | **5,368** | **(3,014)** | **(3,996)** | **11,155** | **127,356** |
| **Endowment** | | | | | | |
| Endowment | 33,144 | — | — | — | 4,021 | 37,165 |
| | **33,144** | **—** | **—** | **—** | **4,021** | **37,165** |
| **Grand total** | **482,934** | **91,039** | **(91,754)** | **—** | **61,376** | **543,595** |

## NOTE 13. RELATED PARTIES

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Giving by Trustees | 20,820 | 20,926 |

This is the giving by members of the PCC for the work of the Church excluding gift aid.

## NOTE 14. FUNDS HELD BY DIOCESE

The Chelmsford Diocesan Board of Finance holds legal title as Custodian Trustee of the funds below. The management of the trust funds is the responsibility of the PCC as Managing Trustees.

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | 20,500 | 19,816 |

The funds have been placed in a dedicated deposit account managed by the CCLA.

| | | |
|---|---|---|
| **Clerical assistance for the vicar** | 2,541 | 2,880 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares. This fund is included within the figures in note 12 for Endowment Funds.

| | | |
|---|---|---|
| **Sale of Thorndales** | 325,698 | 369,154 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares.

Income is accounted for in Christ Church's accounts as follows:

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| **Clerical assistance for the vicar** | 76 | 73 |

Dividend income is credited to the General Fund.

| | | |
|---|---|---|
| **Sale of Thorndales** | 9,687 | 9,368 |

Dividend income is credited to the General Fund.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, WARLE

England & Wales - Charity number 1138758

# Accounts

# Christ Church, Warley, Brentwood

# Annual Report and Financial Statements

# Year ending 31st December 2021

## Incumbent

Reverend Stuart Hull BA, BTh

## Bankers

Nat West
46, High Street,
Brentwood,
CM14 4AL

## Independent Examiner

Neville Reid ACA
19, Mills Grove,
Poplar
London
E14 0RH

**Christ Church, Warley, Brentwood**
**Trustees Annual Report**
**for the year ending 31st December 2021**

## PCC Foreword

### Administrative Information

Christ Church is situated at Warley Hill, Warley, Brentwood, Essex, CM13 3AA. This also the address for correspondence. It is part of the Diocese of Chelmsford within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2006). It is charity registered with the Charity Commission (CC registration number 1138758).

### Aims and purposes

Christ Church Parochial Church Council has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church complex at Christ Church, Warley.

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Christ Church the membership of the PCC consists of the Incumbent, Assistant Minister, the Church Wardens, members elected by those members of the congregation who are on the electoral roll of the Church, and any member(s) co-opted for specialist skills which are needed at the time.
The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including decisions on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.
The PCC met 4 times during the year. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees include Worship and Spirituality, Buildings, Pastoral, Children and Youth, and Administration. All these groups are responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

## PCC Membership 2021

PCC Members who have served anytime from 1st January 2021 to the date this report is approved are shown below.

Ex Officio Members
Incumbent and Chair of PCC: Reverend Stuart Hull
Church Wardens: Brendon Horrocks to 23rd May 2021
Louise Kearns from 23rd May 2021
Suzanne Galliers

Elected Members:
Heather Bradshaw from 23rd May 2021
Brendon Horrocks from 23rd May 2021
Olive Law Deanery Synod Representative
Harry Stimpson
Barbara Moore to June 2021
Alison Coates from 23rd May 2021
John Kettlewell, Treasurer
Sylvia Partridge, PCC Secretary
Mark Townsend

Co-opted Members:
Heather Bradshaw to 23rd May 2021
Louise Kearns to 23rd May 2021
Stuart Brooks from 15th September 2021
Andrew Wood

## Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups which live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community by

1. Worship, bible study and prayer, learning about the gospel and developing their knowledge and trust in Jesus as Lord and Saviour
2. Provision of pastoral care to people living in the parish
3. Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of Christ Church. This report focuses on finance and governance matters. A separate report on the many activities of the Church shows how the PCC achieved the above objectives in 2021. However the impact of the Covid crisis and the resulting closure of the church building and centre has had a serious impact on the life of the Church in 2021. The financial implications are discussed in the section below.

## Financial review

### General Fund

The main account of Christ Church is the General Fund, described as unrestricted funds in the financial statements, meaning its funds are available to be spent on PCC general purposes. In 2021 income was £85,652 (compared with £83,093 in 2020), and expenditure was £88,740 compared with (£87,178 in 2020), meaning there was a deficit of £3,088 for the year. This compared with a deficit of £4,085 in 2020. The deficit for 2021, together with £3,996 referred to later, has been taken to the reserve of £7,246 brought forward into 2021 and so as at 31st December 2021 there was a reserve of £8,154 carried forward. The level of reserves is discussed later.

Income from giving was £68,229 inclusive of tax recovered on gift aid, compared with £66,582 in 2020. This was an encouraging figure as the Church emerged from lockdown restrictions. Especially encouraging is the increase in regular non gift aided planned giving from £130 in 2019 to £2,512 in 2020 and £4,036 in 2021. The Christ Church Centre became available for letting from May during the year but usage was below pre pandemic levels. Income of £3,975 was received compared with £9,521 in 2019. The Leg Club and Diocese who provided large amounts of income no longer use the Centre and other large generators of income are needed. Charges have been increased but at the moment we cannot say whether pre pandemic levels of income will be achieved. Similarly with people working from home, income from car parking was only £45 in 2021 compared with £5,134 in 2019. At the time of writing this report there has been no interest in car parking spaces. Fee income from weddings and funerals was £828 compared with £1,097 in 2019. Dividend income was maintained. £10,422 was received on the General Fund compared with £10,069 in 2020. £3,996 was transferred from the Aged and Infirm Fund to support General Fund activities because many of these are provided in accordance with the aims and objectives of the former Fund. In 2020 the figure was £3,627.

As the church building did not reopen until April 2021 certain items of expenditure have been reduced. Energy costs are down for 2021. Gas was £1,330 compared with £2,210 in 2019 and electricity £801 compared with £1,749 in 2019. However large increases are expected in 2022 which will be discussed later. Because there are now musicians for the morning service and evening services are said we no longer incur the costs of organists. That was £3,030 in 2019. Expenditure on maintenance was £1,947 in the General Fund but a further £2,514 was spent from the Building Maintenance Fund, compared with £276 in 2020. Expenditure on administration was up from £964 in 2020 to £1,116 in 2021. Printing and stationery costs were £940 which mainly related to leasing costs of the printer/photocopier.

What we cannot put a price on is the value of the work of our volunteers as highlighted in the Activities Report which is produced separately from this report. Without their input the Church would not be able to carry out the many activities it undertakes. Our thanks go to all our volunteers.

On the expenditure side the Diocese informed Christ Church that its portion of the Parish Share was £74,617. However our financial position has been deteriorating over the last few years and we can no longer pay our Parish Share in full. The PCC paid the Diocese £65,470 in 2021. This was the same amount as in 2020. When that was added to the amount paid by St Mary's it meant that as a Benefice both Christ Church and St Mary's had covered the cost of ministry, i.e. what it costs for one stipendiary minister to be employed plus all the overhead costs of the Diocese. During 2021 it looked for most of the year as though there might be a sizable deficit on the year. However a spurt in income in November through giving, additional centre income, a successful Christmas mini market, and a refund on our electricity account meant that there was a surplus on the General Fund of £908. As a result we have carried forward £8,154 into 2022. As things stand this balance will be fully utilised in supporting the 2022 budget. There are additional costs due to an increase in the cost of ministry within the Parish Share, now £68,831 compared with £65,469 in 2021. As a benefice Christ Church and St Mary's are unable in 2022 to pay the full amount of the Parish Share requested of £94,809. In November 2021 we were notified that our gas supplier CNG had gone into liquidation. Rates with our new energy company have more than doubled and we will now have a full year's gas to pay for, unlike in 2020 and 2021. The estimate for 2022 is £5,600 compared with £2,210 in 2019. The same applies to electricity which has seen a large increase. In 2022 the estimate is £3,300 compared with £1,749 in 2019. As we can no longer pay the Parish Share in full it is no longer possible to continue our policy of donating 10% of giving by church members to our chosen charities. No money has been set aside for Brentwood Schools Christian Worker Trust, Tearfund, Church Urban Fund and Christians Against Poverty. However in 2022 individual church members donated £350 to BSCWT and £327 to Tearfund through Christ Church accounts, along with a further £89 raised at the Christingle service.

**Reserves Policy**

The Diocese advises that PCCs should try and maintain a balance of unrestricted funds which equates to at least 3 months unrestricted payments. In the case of Christ Church this would be a reserve of around £22,000. The General Fund Reserve at 31st December 2021 was only £8,154. The importance of reserves is that they provide the cash necessary to smooth out fluctuations in cash flow and meet emergencies. Each month we pay the following large bills by direct debit: parish share (£5,736), salaries (£870), gas, electricity and utilities (£750 average). The income to meet them is much slower coming in. At the end of 2021 the cash balances on the General Fund were £28,469 compared with £29,759 at the end of 2020. The reason for the cash balances being higher than the General Fund Reserve is that there is £21,880 still in hand from the loan for the Parish Hall which is only due for repayment to the Diocese in the long term. Therefore, for this year sufficient cash resources are available to meet timing differences between income and expenditure and any emergency items. This position will need to be kept under review.

In November 2021 the bank accounts of the Aged and Infirm Fund, the Building Trust Fund, the Christ Church Centre Project and the Fabric Fund held at Barclays were closed and transferred to the General Fund, also held at Barclays. This will make interfund transfers easier to manage. The cash balances within each fund can still be separately identified within the overall balance which is now named the Bank Current Account.

**Other funds**

The closing balances and main transactions on other funds were as follows:

**Endowment Funds.** These are donations to the Church to be invested and the income used for general or specific purposes such as repairs or the choir. The investments were valued at £37,165 as at 31st December 2021. The comparable figure at the end of 2020 was £33,144. Dividend income of £1,054 was credited to the General Fund (£1,022 in 2020) and applied in accordance with the terms of the trusts. One of the above investments is held by the Diocese as Custodian Trustee. It was valued at £2,880 on 31st December 2021 (£2,520 on 31st December 2020) and produced dividend income to the General Fund of £73 (also included above).

**Christ Church Centre**. This was set up to finance major building work to the Centre. At the end of the year this has a balance of £201 which was the balance at the end of 2020.

**Aged and Infirm**. In 1975 Mr Surridge bequeath a sum of money to be invested for the benefit of the aged and infirm. Investments produced dividend income of £4,496 compared with £4,070 in 2020. £500 was used to pay for taxis compared with £443 in 2020. This meant that the transfer to the General Fund was £3,996 compared with £3,627 last year. The investments which provide dividend income were valued at £94,539 as at 31st December 2021. The 31st December 2020 valuation was £83,384. There is a revenue balance on the Fund of £3,030 as at 31st December 2020 and 2021.

**Building Trust Fund**. This trust was set up in 1996 to provide for work to the interior and exterior of the Church and any work in the grounds. £188.54 was raised during the year, £100 as a contribution to tree works and £88.54 jam sale proceeds for a new boiler. Expenditure was £1,614 on boiler repairs and £900 on tree cutting works. The year end balance was £9,770. This money is available to finance major works in both the building and church yard.

**Fabric Fund**. The use of this fund is more tightly defined to the fabric of the church and the tower. At the start of the year there was a balance of £560. Interest received from a deposit account held by the Diocese as Custodian Trustee re the Sale of the Parish Hall loan repayment added £18 to bring the year end balance to £578.

**Thorndales**. The net proceeds due to the PCC relating to the sale of the former curate's house were invested in income shares of the CCLA Church Board of Finance Church of England Investment Fund on 30th April 2019. The value of the investment on 31st December 2021 was £369,154 compared with £322,954 a year earlier. The investment is held by the Diocese as Custodian Trustee. The future use of these funds is under discussion with the Diocese. The PCC as Managing Trustee receives the dividend income. Full year dividend income in 2021 was £9,368 compared with income in 2020 of £9,047.

**Parish Hall**. The hall was sold many years ago. The Diocese are custodian trustees and hold the cash. It represents the amount of loan repayments of £683.75 each year by the Church to the Diocese in respect of the loan granted by the Diocese in 1990 for the internal reordering of the Church. This is an interest free loan. At the end of the year the loan outstanding was £21,880 (£22,564 in 2020) and cash held by the Diocese as custodian trustee was £19,816 (£19,132 in 2020). The cash is invested in the CBF Deposit Account and the interest is credited to the Fabric Fund (see above).

Approved by the PCC on 16th March 2022

Reverend Stuart Hull BA, BTh
Chair of the PCC

**Independent examiner's report to the Trustees of Christ Church, Great Warley, Parochial Church Council**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31st December 2021.**

**Responsibilities and basis of report**
As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiners statement**
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which give me cause to believe that in, any material respect:

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

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

Neville Reid

Neville Reid, ACA
19 Mills Grove
Poplar
London
E14 0RH

16 March 2022

## Christ Church, Warley, Brentwood
## Statement of Financial Activities
## for the year ending 31st December 2021

| | Note | Unrestricted funds | Designated funds | Restricted funds | Endowment funds | Total funds | Prior year total funds |
|---|---|---|---|---|---|---|---|
| **Income and endowments from:** | **2** | **£** | **£** | **£** | **£** | **£** | **£** |
| Donations and legacies | | 69,784 | — | 189 | — | 69,973 | 72,807 |
| Charitable activities | | 4,803 | — | — | — | 4,803 | 1,277 |
| Other trading activities | | 640 | — | — | — | 640 | 20 |
| Investments | | 10,425 | 19 | 4,496 | — | 14,940 | 14,259 |
| Other income | 9 | — | — | 683 | — | 683 | 683 |
| **Total income** | | **85,652** | **19** | **5,368** | — | **91,039** | **89,046** |
| **Expenditure on:** | **3** | | | | | | |
| Charitable activities | | 88,740 | — | 3,014 | — | 91,754 | 87,621 |
| **Total expenditure** | | **88,740** | — | **3,014** | — | **91,754** | **87,621** |
| **Net income / (expenditure) before investment gains/losses** | | **(3,088)** | **19** | **2,354** | — | **(715)** | **1,425** |
| Net gains/(losses) on investments | 7 | — | 46,200 | 11,156 | ¤ 4,021 | 61,377 | 3,814 |
| **Net income / (expenditure)** | | **(3,088)** | **46,219** | **13,510** | **4,021** | **60,662** | **5,239** |
| **Transfers between funds:** | | | | | | | |
| Gross transfers between funds – in | 6 | 3,996 | — | — | — | 3,996 | 3,627 |
| Gross transfers between funds – out | 6 | — | — | (3,996) | — | (3,996) | (3,627) |
| **Net movement in funds** | | **908** | **46,219** | **9,514** | **4,021** | **60,662** | **5,239** |
| **Total funds brought forward** | | **7,246** | **324,701** | **117,843** | **33,144** | **482,934** | **477,695** |
| **Total funds carried forward** | | **8,154** | **370,920** | **127,357** | **37,165** | **543,596** | **482,934** |

## Christ Church, Warley, Brentwood
## Balance sheet
## for the year ending 31st December 2021

| | Note | Total funds £ | Prior year funds £ |
|---|---|---|---|
| **Fixed assets** | | | |
| Investments | 7 | 500,858 | 439,482 |
| | | **500,858** | **439,482** |
| **Current assets** | | | |
| Debtors | 8 | 4,381 | 3,406 |
| Cash at bank and in hand | 10 | 63,052 | 65,965 |
| | | **67,433** | **69,371** |
| **Liabilities** | | | |
| Creditors: Amounts falling due within one year | 9(a) | 2,816 | 3,355 |
| **Net current assets** | | **64,617** | **66,016** |
| **Total assets less current liabilities** | | **565,475** | **505,498** |
| Creditors: Amounts falling due after one year | 9(b) | 21,880 | 22,564 |
| **Total net assets less liabilities** | | **543,595** | **482,934** |
| **Funds of the Charity** | 11 | | |
| **Unrestricted** | | | |
| General fund | | 8,154 | 7,246 |
| **Designated** | | | |
| Fabric Fund | | 578 | 559 |
| Sale of Thorndales | | 369,154 | 322,954 |
| Memorial Fund | | 1,188 | 1,188 |
| **Restricted** | | | |
| Aged and Infirm Fund | | 97,569 | 86,414 |
| Building Trust Fund | | 9,770 | 12,096 |
| Christ Church Centre | | 201 | 201 |
| Sale of old hall | 13 | 19,816 | 19,132 |
| **Endowment** | | | |
| Endowment | | 37,165 | 33,144 |
| **Funds of the church** | | **543,595** | **482,934** |

Approved by the PCC on 16th March 2022
Reverend Stuart Hull BA, BTh
Chair of the PCC



## NOTE 1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations "true and fair view" provisions. They are also prepared under FRS102 as the applicable accounting standard and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### (a) Income

Planned giving, collections, and similar donations are recognized when received. Tax reclaimed in respect of Gift Aid is recognized when the incoming resources to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when received. All incoming resources are accounted gross with the exception of fees for weddings and funerals. The total income for these items includes amounts due to the Diocese and expenses to helpers. These are netted off the total amount leaving in the accounts only income properly due to the PCC.

### (b) Expenditure

Grants and donations are accounted for when paid over or the PCC commits to paying from resources for the financial year in question. The Diocesan Parish Share is paid over when due provided resources are available. All other expenditure is generally recognized and is accounted for gross.

### (c) Volunteers

Without our volunteers the Church could not function. However, it is not possible to put a value on the work they do.

### (d) Assets

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of charity by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalized in the financial statements.

**Moveable church furnishings**

Moveable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property listed in the church's inventory (which can be inspected at any reasonable time). For anything prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Since then no individual item has cost more than £1,000 (see below).

**Tangible fixed assets for use by the charity.**

These are capitalized if they can be used for more than one year and cost more than £1,000, and are then depreciated over their useful economic life. However since 2000 no individual item has cost more than £1,000 and so all expenditure has been written off when incurred.

**Investments**

These are valued at market value at the year end.

**Short term deposits**

These are either cash held on deposit with the bank or CCLA.

**(e) Funds**

**Unrestricted Funds**. These are income funds which are to be spent on the PCC's general purposes. For Christ Church there is one unrestricted fund, the General Fund.

**Designated Funds**. These are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted, and the PCC may move any surplus to other general funds. Designated funds are the Fabric Fund, the Memorial Fund and the investment of the sale proceeds of Thorndales. In the case of the latter the Diocese holds the funds as Custodian Trustee.

**Restricted Funds.** These comprise (a) income from trusts and endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations and grants for a specific PCC activity intended by the donor. Any balance unspent at the end of the year is carried forward as a balance on that fund. The major restricted funds for Christ Church are the Aged and Infirm, Christ Church Centre and the Building Trust. The Sale of the Old Hall is held by the Diocese.

**Endowment Funds.** These are funds, the capital of which must be retained either permanently or at the PCC's discretion. The income derived from an endowment is to be used either as restricted or unrestricted funds depending on the purpose for which the fund was established in the first place. For Christ Church, endowments are the investments which are not part of the Aged and Infirm Fund. The dividend income is credited to the General Fund as the PCC consider it is spent within the General Fund in accordance with the purposes for which the funds were set up.

## NOTE 2 (a). INCOME – 2021

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| **Donations and legacies** | | £ | £ | £ | £ | £ | £ |
| Gift Aid – Bank | 12 | 31,081 | — | — | — | 31,081 | 29,110 |
| Gift Aid – Envelopes | 12 | 6,370 | — | — | — | 6,370 | 5,688 |
| Other planned giving | | 4,036 | — | — | — | 4,036 | 2,512 |
| Loose plate collections | | 2,452 | — | — | — | 2,452 | 2,469 |
| Donations appeals for external projects | | 698 | — | — | — | 698 | 2,270 |
| Donations etc for Christ Church | | 12,914 | — | — | — | 12,914 | 16,192 |
| Tax recoverable on Gift Aid | | 11,376 | — | — | — | 11,376 | 11,711 |
| Legacies | | — | — | — | — | — | — |
| Other funds generated | | 812 | — | 189 | — | 1,001 | 92 |
| Car Park income | | 45 | — | — | — | 45 | 2,763 |
| Total | | 69,784 | — | 189 | — | 69,973 | 72,807 |
| **Charitable activities** | | | | | | | |
| Fees for weddings and funerals | | 828 | — | — | — | 828 | 42 |
| Church hall lettings | | 3,975 | — | — | — | 3,975 | 1,235 |
| Total | | 4,803 | — | — | — | 4,803 | 1,277 |
| **Other trading activities** | | | | | | | |
| Christmas Market | | 640 | — | — | — | 640 | 20 |
| Total | | 640 | — | — | — | 640 | 20 |
| **Investments** | | | | | | | |
| Dividends | | 10,422 | — | 4,496 | — | 14,918 | 14,139 |
| Bank and building society interest | | 3 | 19 | — | — | 22 | 120 |
| Total | | 10,425 | 19 | 4,496 | — | 14,940 | 14,259 |
| **Other income** | | | | | | | |
| Loan repayment to Diocese | | — | — | 683 | — | 683 | 683 |
| Total | | — | — | 683 | — | 683 | 683 |
| **INCOME TOTAL** | | 85,652 | 19 | 5,368 | — | 91,039 | 89,046 |

## NOTE 2 (b). INCOME – 2020

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2020 |
|---|---|---|---|---|---|---|
| **Donations and legacies** | | £ | £ | £ | £ | £ |
| Gift Aid – Bank | 12 | 29,110 | — | — | — | 29,110 |
| Gift Aid – Envelopes | 12 | 5,688 | — | — | — | 5,688 |
| Other planned giving | | 2,512 | — | — | — | 2,512 |
| Loose plate collections | | 2,469 | — | — | — | 2,469 |
| Donations appeals for external projects | | 2,270 | — | — | — | 2,270 |
| Donations etc for Christ Church | | 15,092 | — | 1,100 | — | 16,192 |
| Tax recoverable on Gift Aid | | 11,711 | — | | — | 11,711 |
| Legacies | | — | — | — | — | — |
| Other funds generated | | 92 | — | — | — | 92 |
| Car Park income | | 2,763 | — | — | — | 2,763 |
| Total | | 71,707 | — | 1,100 | — | 72,807 |
| **Charitable activities** | | | | | | |
| Fees for weddings and funerals | | 42 | — | — | — | 42 |
| Church hall lettings | | 1,235 | — | — | — | 1,235 |
| Total | | 1,277 | — | — | — | 1,277 |
| **Other trading activities** | | | | | | |
| Christmas Market | | 20 | — | — | — | 20 |
| Total | | 20 | — | — | — | 20 |
| **Investments** | | | | | | |
| Dividends | | 10,069 | — | 4,070 | — | 14,139 |
| Bank and building society interest | | 20 | 100 | | — | 120 |
| Total | | 10,089 | 100 | 4,070 | — | 14,259 |
| **Other income** | | | | | | |
| Loan repayment to Diocese | | — | — | 683 | — | 683 |
| Total | | — | — | 683 | — | 683 |
| **INCOME TOTAL** | | 83,093 | 100 | 5,853 | — | 89,046 |

## NOTE 3 (a). EXPENDITURE – 2021

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | 416 | — | — | — | 416 | — |
| Home mission | | 467 | — | — | — | 467 | 1,598 |
| Secular charities | | 50 | — | — | — | 50 | 1,300 |
| Ministry parish share etc | | 65,470 | — | — | — | 65,470 | 65,470 |
| Salary of parish administrator | 5 | 8,112 | — | — | — | 8,112 | 6,490 |
| Working expenses of incumbent | | 1,122 | — | — | — | 1,122 | — |
| Church running – insurance | | 2,643 | — | — | — | 2,643 | 2,610 |
| Church office – telephone | | 62 | — | — | — | 62 | 69 |
| Organ / piano tuning | | 740 | — | — | — | 740 | 648 |
| Church maintenance | | 1,947 | | 2,514 | — | 4,461 | 276 |
| Cleaning | | 2,768 | — | — | — | 2,768 | 2,902 |
| Upkeep of services | | 440 | — | — | — | 440 | 422 |
| Administration | | 1,116 | — | — | — | 1,116 | 964 |
| Church running – electric | | 801 | — | — | — | 801 | 1,228 |
| Church running – gas | | 1,330 | — | — | — | 1,330 | 1,597 |
| Church running – water | | 132 | — | — | — | 132 | 130 |
| Organist | | — | — | — | — | — | 630 |
| Centre Manager | 5 | — | — | — | — | — | — |
| Printing and stationery | | 940 | — | — | — | 940 | 844 |
| Transport costs | | — | — | 500 | — | 500 | 443 |
| Total | | 88,556 | — | 3,014 | — | 91,570 | 87,621 |
| **Other expenditure:** | | | | | | | |
| Miscellaneous expenditure | | 184 | — | — | — | 184 | — |
| **EXPENDITURE TOTAL** | | 88,740 | — | 3,014 | — | 91,754 | 87,621 |

## NOTE 3 (b). EXPENDITURE – 2020

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2020 |
|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | — | — | — | — | — |
| Home mission | | 1,598 | — | — | — | 1,598 |
| Secular charities | | 1,300 | — | — | — | 1,300 |
| Ministry parish share etc | | 65,470 | — | — | — | 65,470 |
| Salary of parish administrator | 5 | 6,490 | — | — | — | 6,490 |
| Working expenses of incumbent | | — | — | — | — | — |
| Church running – insurance | | 2,610 | — | — | — | 2,610 |
| Church office – telephone | | 69 | — | — | — | 69 |
| Organ / piano tuning | | 648 | — | — | — | 648 |
| Church maintenance | | 276 | — | — | — | 276 |
| Cleaning | | 2,902 | — | — | — | 2,902 |
| Upkeep of services | | 422 | — | — | — | 422 |
| Administration | | 964 | — | — | — | 964 |
| Church running – electric | | 1,228 | — | — | — | 1,228 |
| Church running – gas | | 1,597 | — | — | — | 1,597 |
| Church running – water | | 130 | — | — | — | 130 |
| Organist | | 630 | — | — | — | 630 |
| Centre Manager | 5 | — | — | — | — | — |
| Printing and stationery | | 844 | — | — | — | 844 |
| Transport costs | | — | — | 443 | — | 443 |
| Total | | 87,178 | — | 443 | — | 87,621 |
| **Other expenditure:** | | | | | | |
| Miscellaneous expenditure | 7a | — | — | — | — | — |
| **EXPENDITURE TOTAL** | | 87,178 | — | 443 | — | 87,621 |

## NOTE 4. ANALYSIS OF EXPENDITURE

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Independent examiner's remuneration | 450 | 400 |

No trustee claimed any expenses in connection with their role as a trustee in either 2021 or 2020.

## NOTE 5. STAFF COSTS

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Salaries and wages | 9,880 | 8,320 |
| Pension costs | 395 | 333 |
| Total | 10,275 | 8,653 |

During the year the PCC employed and paid a Parish Administrator and a cleaner (both part time). No payment was large enough to attract social security costs. Both employees exercised their right in 2017 to opt into a workplace pension (see below). The third employee, the Centre Manager, is on long term sick leave and has not been paid since the end of July 2018. Fiona Townsend, the Parish Administrator, is the wife of Mark Townsend, a PCC Member. No other expenses were claimed by employees.

The PCC has enrolled those employees who wish to be members of a workplace pension scheme into NEST. Contributions commenced in November 2017. This is a defined contribution scheme and so no liability will fall on the Trustees. Both employer and employee pay 4% into this scheme.

## NOTE 6. ANALYSIS OF TRANSFER BETWEEN FUNDS

| | Unrestricted | Restricted |
|---|---|---|
| | £ | £ |
| Transfer from Aged and Infirm to General | 3,996 | (3,996) |

In view of the age profile of the congregation the PCC agreed to transfer the annual surplus on the Aged and Infirm Fund to the General Fund as a large part of the Church's general activities relate to the elderly and infirm.

## NOTE 7. FIXED ASSETS

| Investments | 2021 £ | 2020 £ |
|---|---|---|
| Market value 1st January | 439,482 | 435,668 |
| Purchases | — | — |
| Disposals | — | — |
| Gains/(losses) | 61,376 | 3,814 |
| Market value 31st December | 500,858 | 439,482 |

The market value at the end of the year represents investments for:

| | | |
|---|---|---|
| Endowment Funds | 37,165 | 33,144 |
| Sale of Thorndales | 369,154 | 322,954 |
| Restricted Funds | 94,539 | 83,384 |
| | 500,858 | 439,482 |

## NOTE 8. CURRENT ASSETS

| Debtors | 2021 | 2020 |
|---|---|---|
| Unrestricted Funds: | £ | £ |
| Tax recoverable | 2,753 | 1,874 |
| Prepayments | 1,556 | 1,532 |
| Other | 72 | — |
| Restricted: | | |
| Tax recoverable | — | — |
| Total | 4,381 | 3,406 |

## NOTE 9. LIABILITIES

(a) Creditors falling due within 1 year

| Unrestricted Funds: | 2021 £ | 2020 £ |
|---|---|---|
| Salaries and pensions | 870 | 735 |
| Charitable donations | 490 | 931 |
| Other | 1,456 | 1,689 |
| Total | 2,816 | 3,355 |

(b) Creditors falling due after 1 year

| | | |
|---|---|---|
| Loan from Diocese re Parish Hall | 21,880 | 22,564 |

In 1990 the proceeds from the sale of the parish Hall were paid over to the Diocese. These were immediately loaned back to the Parish to fund the internal reordering of the Church. The loan is interest free and is being paid back with annual instalments of £683.75 with final repayment due in 2053.

## NOTE 10 (a). STATEMENT OF ASSETS AND LIABILITIES – 2021

| | General | Designated | Restricted | Endowment | This year | Last year |
|---|---|---|---|---|---|---|
| **Fixed assets – Investments** | £ | £ | £ | £ | £ | £ |
| Investments | — | 369,154 | 94,539 | 37,165 | 500,858 | 439,482 |
| **Totals** | **—** | **369,154** | **94,539** | **37,165** | **500,858** | **439,482** |
| **Current assets - Cash at bank and in hand** | | | | | | |
| Aged and Infirm | — | — | | — | — | 3,030 |
| Bank Current Account | 11,122 | 578 | 13,001 | — | 24,701 | 8,914 |
| Building Trust Fund | — | — | | — | — | 12,096 |
| Christ Church Centre | — | — | | — | — | 201 |
| Fabric Fund | — | | — | — | — | 559 |
| Bank Deposit Account | 17,347 | — | — | — | 17,347 | 20,845 |
| Memorial Fund Deposit | — | 1,188 | — | — | 1,188 | 1,188 |
| CCLA Deposit Account 108001850D | — | — | 19,816 | — | 19,816 | 19,132 |
| **Totals** | **28,469** | **1,766** | **32,817** | — | **63,052** | **65,965** |
| **Current assets – Debtors** | | | | | | |
| Accounts Receivable | 4,381 | — | — | — | 4,381 | 3,406 |
| **Totals** | **4,381** | **—** | **—** | **—** | **4,381** | **3,406** |
| **Liabilities - Creditors: due within one year** | | | | | | |
| Accounts Payable | (2,816) | — | — | — | (2,816) | (3,355) |
| **Totals** | **(2,816)** | **—** | **—** | **—** | **(2,816)** | **(3,355)** |
| **Creditors falling due after one year** | | | | | | |
| Loans received | (21,880) | — | — | — | (21,880) | (22,564) |
| **Totals** | **(21,880)** | **—** | **—** | **—** | **(21,880)** | **(22,564)** |
| **Grand total** | **8,154** | **370,920** | **127,356** | **37,165** | **543,595** | **482,934** |

## NOTE 10 (b). STATEMENT OF ASSETS AND LIABILITIES – 2020

| | General | Designated | Restricted | Endowment | Total |
|---|---|---|---|---|---|
| **Fixed assets – Investments** | £ | £ | £ | £ | £ |
| Investments | — | 322,954 | 83,384 | 33,144 | 439,482 |
| **Totals** | **—** | **322,954** | **83,384** | **33,144** | **439,482** |
| **Current assets - Cash at bank and in hand** | | | | | |
| Aged and Infirm | — | — | 3,030 | — | 3,030 |
| General Fund | 8,914 | — | — | — | 8,914 |
| Building Trust Fund | — | — | 12,096 | — | 12,096 |
| Christ Church Centre | — | — | 201 | — | 201 |
| Fabric Fund | — | 559 | — | — | 559 |
| General Fund Deposit | 20,845 | — | — | — | 20,845 |
| Memorial Fund Deposit | — | 1,188 | — | — | 1,188 |
| CCLA Deposit Account 108001850D | — | — | 19,132 | — | 19,132 |
| **Totals** | **29,759** | **1,747** | **34,459** | — | **65,965** |
| **Current assets – Debtors** | | | | | |
| Accounts Receivable | 3,406 | — | — | — | 3,406 |
| **Totals** | **3,406** | **—** | **—** | **—** | **3,406** |
| **Liabilities - Creditors: due within one year** | | | | | |
| Accounts Payable | (3,355) | — | — | — | (3,355) |
| **Totals** | **(3,355)** | **—** | **—** | **—** | **(3,355)** |
| **Creditors falling due after one year** | | | | | |
| Loans received | (22,564) | — | — | — | (22,564) |
| **Totals** | **(22,564)** | **—** | **—** | **—** | **(22,564)** |
| **Grand total** | **7,246** | **324,701** | **117,843** | **33,144** | **482,934** |

## NOTE 11 (a). SUMMARY OF FUND MOVEMENTS – 2021

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 7,246 | 85,652 | 88,740 | 3,996 | — | 8,154 |
| | **7,246** | **85,652** | **88,740** | **3,996** | **—** | **8,154** |
| **Designated** | | | | | | |
| Fabric Fund | 559 | 19 | — | — | — | 578 |
| Sale of Thorndales | 322,954 | — | — | — | 46,200 | 369,154 |
| Memorial Fund | 1,188 | — | — | — | — | 1,188 |
| | **324,701** | **19** | **—** | **—** | **46,200** | **370,920** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 86,414 | 4,496 | 500 | (3,996) | 11,155 | 97,569 |
| Building Trust Fund | 12,096 | 188 | 2,514 | — | — | 9,770 |
| Christ Church Centre | 201 | — | — | — | — | 201 |
| Sale of old hall | 19,132 | 684 | — | — | — | 19,816 |
| | **117,843** | **5,368** | **3,014** | **(3,996)** | **11,155** | **127,356** |
| **Endowment** | | | | | | |
| Endowment | 33,144 | — | — | — | 4,021 | 37,165 |
| | **33,144** | **—** | **—** | **—** | **4,021** | **37,165** |
| **Grand total** | **482,934** | **91,039** | **91,754** | **—** | **61,376** | **543,595** |

## NOTE 11 (b). SUMMARY OF FUND MOVEMENTS – 2020

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 7,704 | 83,093 | 87,178 | 3,627 | — | 7,246 |
| | **7,704** | **83,093** | **87,178** | **3,627** | **—** | **7,246** |
| **Designated** | | | | | | |
| Fabric Fund | 459 | 100 | — | — | — | 559 |
| Sale of Thorndales | 302,174 | — | — | — | 20,780 | 322,954 |
| Memorial Fund | 1,188 | — | — | — | — | 1,188 |
| | **303,821** | **100** | **—** | **—** | **20,780** | **324,701** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 103,917 | 4,070 | 443 | (3,627) | (17,503) | 86,414 |
| Building Trust Fund | 10,996 | 1,100 | — | — | — | 12,096 |
| Christ Church Centre | 201 | — | — | — | — | 201 |
| Sale of old hall | 18,449 | 683 | — | — | — | 19,132 |
| | **133,563** | **5,853** | **443** | **(3,627)** | **(17,503)** | **117,843** |
| **Endowment** | | | | | | |
| Endowment | 32,607 | — | — | — | 537 | 33,144 |
| | **32,607** | **—** | **—** | **—** | **537** | **33,144** |
| **Grand total** | **477,695** | **89,046** | **87,621** | **—** | **3,814** | **482,934** |

## NOTE 12. RELATED PARTIES

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Giving by Trustees | 20,926 | 24,549 |

This is the giving by members of the PCC for the work of the Church excluding gift aid.

## NOTE 13. FUNDS HELD BY DIOCESE

The Chelmsford Diocesan Board of Finance holds legal title as Custodian Trustee of the funds below. The management of the trust funds is the responsibility of the PCC as Managing Trustees.

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | 19,816 | 19,132 |

The funds have been placed in a dedicated deposit account managed by the CCLA.

| | | |
|---|---|---|
| **Clerical assistance for the vicar** | 2,880 | 2,520 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares. This fund is included within the figures in note 11 for Endowment Funds.

| | | |
|---|---|---|
| **Sale of Thorndales** | 369,154 | 322,954 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares.

Income is accounted for in Christ Church's accounts as follows:

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | 19 | 100 |

Deposit account interest is credited to the Fabric Fund.

| | | |
|---|---|---|
| **Clerical assistance for the vicar** | 73 | 71 |

Dividend income is credited to the General Fund.

| | | |
|---|---|---|
| **Sale of Thorndales** | 9,368 | 9,047 |

Dividend income is credited to the General Fund.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF CHRIST CHURCH, WARLE

England & Wales - Charity number 1138758

# Accounts

# Christ Church, Warley, Brentwood

# Annual Report and Financial Statements

# Year ending 31st December 2020

## Incumbent

Reverend Stuart Hull BA, BTh

## Bankers

Nat West
46, High Street,
Brentwood,
CM14 4AL

## Independent Examiner

Neville Reid ACA
19, Mills Grove,
Poplar
London
E14 0RH

**Christ Church, Warley, Brentwood**
**Trustees Annual Report**
**for the year ending 31st December 2020**

## PCC Foreword

### Administrative Information

Christ Church is situated at Warley Hill, Warley, Brentwood, Essex, CM13 3AA. This also the address for correspondence. It is part of the Diocese of Chelmsford within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2006). It is charity registered with the Charity Commission (CC registration number 1138758).

### Aims and purposes

Christ Church Parochial Church Council has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the church complex at Christ Church, Warley.

### Structure, governance and management

The method of appointment of PCC members is set out in the Church Representation Rules. At Christ Church the membership of the PCC consists of the Incumbent, Assistant Minister, the Church Wardens, members elected by those members of the congregation who are on the electoral roll of the Church, and any member(s) co-opted for specialist skills which are needed at the time.
The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including decisions on how the funds of the PCC are to be spent. New members receive initial training into the workings of the PCC.
The PCC met 4 times during the year. Given its wide responsibilities the PCC has a number of committees, each dealing with a particular aspect of parish life. These committees include Worship and Spirituality, Buildings, Pastoral, Children and Youth, and Administration. All these groups are responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary

## PCC Membership 2020

PCC Members who have served anytime from 1st January 2020 to the date this report is approved are shown below.

Ex Officio Members
Incumbent and Chair of PCC: Reverend Stuart Hull
Associate Minister: Reverend Doctor Adrian McConnaughie to 19th June 2020
Church Wardens: Brendon Horrocks
Suzanne Galliers from 25th October 2020

Elected Members:
Fiona Benson to 25th October 2020
Suzanne Galliers to 25th October 2020
John Kettlewell, Treasurer
Sarah McConnaughie to 19th June 2020
Olive Law Deanery Synod Representative

Sylvia Partridge, PCC Secretary
Simon See to 25th October 2020
Harry Stimpson
Mark Townsend
Barbara Moore from 25th October 2020

Co-opted Members:
Louise Kearns
Andrew Wood
Heather Bradshaw from 11th November 2020

**Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at Christ Church. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups which live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to live out their faith as part of our parish community by

1. Worship, bible study and prayer, learning about the gospel and developing their knowledge and trust in Jesus as Lord and Saviour
2. Provision of pastoral care to people living in the parish
3. Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of Christ Church. This report focuses on finance and governance matters. A separate report on the many activities of the Church shows how the PCC achieved the above objectives in 2020. However the impact of the Covid crisis and the resulting closure of the church building and centre has had a serious impact on the life of the Church in 2020. The financial implications are discussed in the section below.

## Financial review

**General Fund**

The main account of Christ Church is the General Fund, described as unrestricted funds in the financial statements, meaning its funds are available to be spent on PCC general purposes. In 2020 income was £83,093 (compared with £88,339 in 2019), and expenditure was £87,178 compared with (£93,309 in 2019), meaning there was a deficit of £4,085 for the year. This compared with a deficit of £4,970 in 2019. The deficit for 2020, together with £3,627 referred to later, has been taken to the reserve of £7,704 brought forward into 2020 and so as at 31st December 2020 there was a reserve of £7,246 carried forward. The level of reserves is discussed later.

Income from giving was £66,582, inclusive of tax recovered on gift aid, compared with £63,649 in 2019. Although regular gift aided giving and loose plate collections were down compared with 2019 by £8,040 there was an increase in other non gift aided planned giving from £130 in 2019 to £2,512 in 2020, and in donations from £6,584 in 2019 to £15,092 in 2020. Donations in giving are via CAF, and one off donations from regular and non regular givers. This was an encouraging outcome in the pandemic. However the Christ Church Centre has not been available for letting since March 2020 and so income was down from £9,521 in 2019 to £1,235 in 2020. We must not assume that once the Centre is available for use income will recover to previous levels. The Leg Club and Diocese who provided large amounts of income no longer use the Centre

and other large generators of income are needed. Similarly with people working from home, income from car parking was down from £5,134 in 2019 to £2,763 in 2020. The income could have been lower but a number of users continued to pay for a while even though they were working from home. Fee income from weddings and funerals declined from £1,097 to £42. A positive was at last we reaped the benefit of the sale of the property at Thorndales in March 2019 and the investment of the sale proceeds by the Diocese on 30th April 2019 in the CCLA, Church Board of Finance Church of England Investment Fund in the income shares section. A full year dividend of £9,047 was the main reason for the increase in dividend income from £5,088 in 2019 to £10,069 in 2020. £3,627 was transferred from the Aged and Infirm Fund to support General Fund activities because many of these are provided in accordance with the aims and objectives of the former Fund. In 2019 the figure was £2,858.

As the church building has been closed for most of the year there have been reductions in expenditure. Expenditure on organists was £630 compared with £3,030 in 2019. Cleaning costs were £2,902 compared with £3,149. Expenditure on maintenance was much reduced from £2,714 in 2019 to £276 in 2020. Expenditure on administration was down from £1,347 in 2019 to £964 in 2020. There was no miscellaneous expenditure in 2020 (compared with £1,192 in 2019 on the general fund, £6,690 disposal costs on Thorndales, and £50 on a restricted fund). Printing and stationery costs fell from £1,905 to £844. The bulk of the 2020 expenditure on printing and stationery related to the leasing costs of the printer/photocopier. Gas bills fell from £2,210 in 2019 to £1,597 in 2020 and electricity from £1,749 to £1,228. However, in the case of electricity this was due to a credit as our bills were higher than usage.

What we cannot put a price on is the value of the work of our volunteers which is highlighted in the Activities Report which is produced separately from this report. Without their input the Church would not be able to carry out the many activities it undertakes. Our thanks go to all our volunteers.

On the expenditure side the Diocese requested an increase in our portion of the Parish share from £74,499 to £75,373. However our financial position has been deteriorating over the last few years. The PCC advised the Diocese at the start of 2020 that we were unable to pay the Parish Share in full. We paid £65,470 compared with £62,083 in 2019. When that was added to the amount paid by St Mary's it meant that as a Benefice both Christ Church and St Mary's had covered the cost of ministry, i.e. what it costs for one stipendiary minister to be employed plus all the overhead costs of the Diocese. During 2020 it looked as though there might be a sizable deficit on the year. However an overall deficit of £458 has meant that it has been possible to carry forward £7,246 into 2021 so that as a Benefice, Christ Church and St Mary's can try to cover the cost of ministry in 2021, but it is unlikely we can pay the full Parish Share due. At present there are many uncertainties and much will depend on levels of giving increasing and a return to some sort of normalcy during the year. As we can no longer pay the Parish Share in full it is no longer possible to continue our policy of donating 10% of giving by church members to our chosen charities. No money has been set aside for Brentwood Schools Christian Worker Trust, Tearfund, Church Urban Fund and Christians Against Poverty. However in 2020 individual church members donated £1,562 to BSCWT through Christ Church accounts. In addition the Church raised £1,250 to help those affected by the pandemic. £800 of this has been donated to the Brentwood Food Bank with the remaining £450 being held for donation in 2021. No Christmas Market could be held in 2020.

**Reserves Policy**

The Diocese advises that PCCs should try and maintain a balance of unrestricted funds which equates to at least 3 months unrestricted payments. In the case of Christ Church this would be a reserve of around £22,000. The General Fund Reserve at 31st December 2020 was only £7,246. The importance of reserves is that they provide the cash necessary to smooth out fluctuations in cash flow and meet emergencies. Each month we pay the following large bills by direct debit: parish share (£5,456), salaries (£735), gas, electricity and utilities

(£400 average). The income to meet them is much slower coming in. At the end of 2020 the cash balances on the General Fund were £29,759 compared with £30,879 at the end of 2019. The reason for the cash balances being higher than the General Fund Reserve is that there is £22,564 still in hand from the loan for the Parish Hall which is only due for repayment to the Diocese in the long term. Therefore, for this year sufficient cash resources are available to meet timing differences between income and expenditure and any emergency items. This position will need to be kept under review.

**Other funds**

The closing balances and main transactions on other funds were as follows:

**Endowment Funds.** These were valued at £33,144 as at 31st December 2020. The comparable figure at the end of 2019 was £32,607. Dividend income of £1,022 was credited to the General Fund (£632 in 2019) and applied in accordance with the terms of the trusts. One of the above investments is held by the Diocese as Custodian Trustee. It was valued at £2,520 on 31st December 2020 (£2,358 on 31st December 2019) and produced dividend income to the General Fund of £71 (also included above).

**Christ Church Centre**. At the end of the year this has a balance of £201 which was the balance at the end of 2019.

**Aged and Infirm**. Investments produced dividend income of £4,070. This is a reduction from last years income of £5,042. £443 was used to pay for taxis which was well down from last year's figure of £2,134. This meant that in spite of a reduced dividend the transfer to the General Fund was £3,627 compared with £2,858 last year. The investments which provide dividend income were valued at £83,384 as at 31st December 2020. The 31st December 2019 valuation was £100,887. There is a revenue balance on the Fund of £3,030 as at 31st December 2020.

**Building Trust Fund**. The Big Band concert at the beginning of January 2020 raised an additional £1,100 for the Fund. The year end balance was £12,096. This money is available to finance major works in both the building and church yard.

**Fabric Fund**. At the start of the year there was a balance of £459. Interest received from a deposit account held by the Diocese as Custodian Trustee re the Sale of the Parish Hall loan repayment added £100 to bring the year end balance to £559.

**Thorndales**. The net proceeds due to the PCC relating to the sale were invested in income shares of the CCLA Church Board of Finance Church of England Investment Fund on 30th April 2019. The value of the investment on 31st December 2020 was £322,954 compared with £302,174 a year earlier. The investment is held by the Diocese as Custodian Trustee. The PCC as Managing Trustee receives the dividend income. Full year dividend income in 2020 was £9,047 compared with part year income in 2019 of £4,456.

**Parish Hall**. The Diocese are custodian trustees and hold the cash. It represents the amount of loan repayments of £683.75 each year by the Church to the Diocese in respect of the loan granted by the Diocese in 1990 for the internal reordering of the Church. This is an interest free loan. At the end of the year the loan outstanding was £22,564 (£23,247 in 2019) and cash held by the Diocese as custodian trustee was £19,132 (£18,449 in 2019). The cash is invested in the CBF Deposit Account and the interest is credited to the Fabric Fund (see above).

Approved by the PCC on 17 March 2021

Reverend Stuart Hull BA, BTh
Chair of the PCC

**Independent examiner's report to the Trustees of Christ Church, Great Warley, Parochial Church Council**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31st December 2020.**

**Responsibilities and basis of report**
As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiners statement**
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

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



Neville Reid, ACA
19 Mills Grove
Poplar
London
E14 0RH

17 March 2021

**Christ Church, Warley, Brentwood**
**Statement of Financial Activities**
**for the year ending 31st December 2020**

| | Note | Unrestricted funds | Designated funds | Restricted funds | Endowment funds | Total funds | Prior year total funds |
|---|---|---|---|---|---|---|---|
| **Income and endowments from:** | **2** | **£** | **£** | **£** | **£** | **£** | **£** |
| Donations and legacies | | 71,707 | — | 1,100 | — | 72,807 | 79,380 |
| Charitable activities | | 1,277 | — | — | — | 1,277 | 10,618 |
| Other trading activities | | 20 | — | — | — | 20 | 2,007 |
| Investments | | 10,089 | 100 | 4,070 | — | 14,259 | 10,308 |
| Other income | **7** | — | — | 683 | — | 683 | 684 |
| **Total income** | | **83,093** | **100** | **5,853** | — | **89,046** | **102,997** |
| **Expenditure on:** | **3** | | | | | | |
| Charitable activities | | 87,178 | — | 443 | — | 87.621 | 125,890 |
| Other expenditure | **7** | — | — | — | — | — | 7,932 |
| **Total expenditure** | | **87,178** | | **443** | — | **87,621** | **133,822** |
| **Net income / (expenditure) before investment gains/losses** | | **(4,085)** | **100** | **5,410** | — | **1,425** | **(30,825)** |
| Net gains/(losses) on investments | **7** | — | 20,780 | (17,503) | 537 | 3,814 | 40,375 |
| **Net income / (expenditure)** | | **(4,085)** | **20,880** | **(12,093)** | **537** | **5,239** | **9,550** |
| **Transfers between funds:** | | | | | | | |
| Gross transfers between funds – in | **6** | 3,627 | — | — | — | 3,627 | 2,858 |
| Gross transfers between funds – out | **6** | — | — | (3,627) | — | (3,627) | (2,858) |
| **Net movement in funds** | | **(458)** | **20,880** | **(15,720)** | **537** | **5,239** | **9,550** |
| **Total funds brought forward** | | **7,704** | **303,821** | **133,563** | **32,607** | **477,695** | **468,145** |
| **Total funds carried forward** | | **7,246** | **324,701** | **117,843** | **33,144** | **482,934** | **477,695** |

## Christ Church, Warley, Brentwood
## Balance sheet
## for the year ending 31st December 2020

| | Note | Total funds £ | Prior year funds £ |
|---|---|---|---|
| **Fixed assets** | | | |
| Tangible assets | 7(a) | — | — |
| Investments | 7(b) | 439,482 | 435,668 |
| | | **439,482** | **435,668** |
| **Current assets** | | | |
| Debtors | 8 | 3,406 | 4,552 |
| Cash at bank and in hand | 10 | 65,965 | 64,877 |
| | | **69,371** | **69,429** |
| **Liabilities** | | | |
| Creditors: Amounts falling due within one year | 9(a) | 3,355 | 4,155 |
| **Net current assets** | | **66,016** | **65,274** |
| **Total assets less current liabilities** | | **505,498** | **500,942** |
| Creditors: Amounts falling due after one year | 9(b) | 22,564 | 23,247 |
| **Total net assets less liabilities** | | **482,934** | **477,695** |
| **Funds of the Charity** | 11 | | |
| **Unrestricted** | | | |
| General fund | | 7,246 | 7,704 |
| **Designated** | | | |
| Fabric Fund | | 559 | 459 |
| Buildings Capital | | 322,954 | 302,174 |
| Memorial Fund | | 1,188 | 1,188 |
| **Restricted** | | | |
| Aged and Infirm Fund | | 86,414 | 103,917 |
| Building Trust Fund | | 12,096 | 10,996 |
| Christ Church Centre | | 201 | 201 |
| Sale of old hall | 13 | 19,132 | 18,449 |
| **Endowment** | | | |
| Endowment | | 33,144 | 32,607 |
| **Funds of the church** | | **482,934** | **477,695** |

Approved by the PCC on 17th March 2021
Reverend Stuart Hull BA, BTh
Chair of the PCC

## NOTE 1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations "true and fair view" provisions. They are also prepared under FRS102 as the applicable accounting standard and the 2019 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### (a) Income

Planned giving, collections, and similar donations are recognized when received. Tax reclaimed in respect of Gift Aid is recognized when the incoming resources to which they relate are received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when received. All incoming resources are accounted gross with the exception of fees for weddings and funerals. The total income for these items includes amounts due to the Diocese and expenses to helpers. These are netted off the total amount leaving in the accounts only income properly due to the PCC.

### (b) Expenditure

Grants and donations are accounted for when paid over or the PCC commits to paying from resources for the financial year in question. The Diocesan Parish Share is paid over when due provided resources are available. All other expenditure is generally recognized and is accounted for gross.

### (c) Volunteers

Without our volunteers the Church could not function. However it is not possible to put a value on the work they do.

### (d) Assets

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of charity by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalized in the financial statements.

**Moveable church furnishings**

Moveable church furnishings held by the Vicar and Church Wardens on special trust for the PCC and which require a faculty for disposal are accounted as inalienable property listed in the church's inventory which can be inspected (at any reasonable time). For anything prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Since then no individual item has cost more than £1,000 (see below).

**Tangible fixed assets for use by the charity.**

These are capitalized if they can be used for more than one year and cost more than £1,000, and are then depreciated over their useful economic life. However since 2000 no individual item has cost more than £1,000 and so all expenditure has been written off when incurred.

**Fixed assets.**

The property at Thorndales was sold in March 2019.

**Investments**

These are valued at market value at the year end.

**Short term deposits**

These are either cash held on deposit with the bank or CCLA.

**(e) Funds**

**Unrestricted Funds**. These are income funds which are to be spent on the PCC's general purposes. For Christ Church there is one unrestricted fund, the General Fund.

**Designated Funds**. These are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted and the PCC may move any surplus to other general funds. Designated funds are the Fabric Fund, the Memorial Fund and the investment of the sale proceeds of Thorndales. In the case of the latter the Diocese holds the funds as Custodian Trustee.

**Restricted Funds.** These comprise (a) income from trusts and endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations and grants for a specific PCC activity intended by the donor. Any balance unspent at the end of the year is carried forward as a balance on that fund. The major restricted funds for Christ Church are the Aged and Infirm, Christ Church Centre and the Building Trust. The Sale of the Old Hall is held by the Diocese.

**Endowment Funds.** These are funds, the capital of which must be retained either permanently or at the PCC's discretion. The income derived from an endowment is to be used either as restricted or unrestricted funds depending on the purpose for which the fund was established in the first place. For Christ Church, endowments are the investments which are not part of the Aged and Infirm Fund. The dividend income is credited to the General Fund as the PCC consider it is spent in accordance with the purposes for which the funds were set up.

## NOTE 2 (a). INCOME – 2020

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| **Donations and legacies** | | £ | £ | £ | £ | £ | £ |
| Gift Aid – Bank | 12 | 29,110 | — | — | — | 29,110 | 30,608 |
| Gift Aid – Envelopes | 12 | 5,688 | — | — | — | 5,688 | 9,224 |
| Other planned giving | | 2,512 | — | — | — | 2,512 | 130 |
| Loose plate collections | | 2,469 | — | — | — | 2,469 | 5,474 |
| Donations appeals for external projects | | 2,270 | — | — | — | 2,270 | 564 |
| Donations etc for Christ Church | | 15,092 | — | 1,100 | — | 16,192 | 13,354 |
| Tax recoverable on Gift Aid | | 11,711 | — | | — | 11,711 | 13,082 |
| Legacies | | — | — | — | — | — | — |
| Other funds generated | | 92 | — | — | — | 92 | 1,810 |
| Car Park income | | 2,763 | — | — | — | 2,763 | 5,134 |
| Total | | 71,707 | — | 1,100 | — | 72,807 | 79,380 |
| **Charitable activities** | | | | | | | |
| Fees for weddings and funerals | | 42 | — | — | — | 42 | 1,097 |
| Church hall lettings | | 1,235 | — | — | — | 1,235 | 9,521 |
| Total | | 1,277 | — | — | — | 1,277 | 10,618 |
| **Other trading activities** | | | | | | | |
| Christmas Market | | 20 | — | — | — | 20 | 2,007 |
| Total | | 20 | — | — | — | 20 | 2,007 |
| **Investments** | | | | | | | |
| Dividends | | 10,069 | — | 4,070 | — | 14,139 | 10,130 |
| Bank and building society interest | | 20 | 100 | | — | 120 | 178 |
| Total | | 10,089 | 100 | 4,070 | — | 14,259 | 10,308 |
| **Other income** | | | | | | | |
| Loan repayment to Diocese | | — | — | 683 | — | 683 | 684 |
| Total | | — | — | 683 | — | 683 | 684 |
| **INCOME TOTAL** | | 83,093 | 100 | 5,853 | — | 89,046 | 102,997 |

## NOTE 2 (b). INCOME – 2019

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2019 |
|---|---|---|---|---|---|---|
| **Donations and legacies** | | £ | £ | £ | £ | £ |
| Gift Aid – Bank | 12 | 30,608 | — | — | — | 30,608 |
| Gift Aid – Envelopes | 12 | 9,224 | — | — | — | 9,224 |
| Other planned giving | | 130 | — | — | — | 130 |
| Loose plate collections | | 5,474 | — | — | — | 5,474 |
| Donations appeals for external projects | | 564 | — | — | — | 564 |
| Donations etc for Christ Church | | 6,584 | — | 6,770 | — | 13,354 |
| Tax recoverable on Gift Aid | | 11,629 | — | 1,453 | — | 13,082 |
| Legacies | | — | — | — | — | — |
| Other funds generated | | 1,234 | — | 576 | — | 1,810 |
| Car Park income | | 5,134 | — | — | — | 5,134 |
| Total | | 70,581 | — | 8,799 | — | 79,380 |
| **Charitable activities** | | | | | | |
| Fees for weddings and funerals | | 1,097 | — | — | — | 1,097 |
| Church hall lettings | | 9,521 | — | — | — | 9,521 |
| Total | | 10,618 | — | — | — | 10,618 |
| **Other trading activities** | | | | | | |
| Christmas Market | | 2,007 | — | — | — | 2,007 |
| Total | | 2,007 | — | — | — | 2,007 |
| **Investments** | | | | | | |
| Dividends | | 5,088 | — | 5,042 | | 10,130 |
| Bank and building society interest | | 45 | 133 | | — | 178 |
| Total | | 5,133 | 133 | 5,042 | — | 10,308 |
| **Other income** | | | | | | |
| Loan repayment to Diocese | | — | — | 684 | — | 684 |
| Total | | — | — | 684 | — | 684 |
| **INCOME TOTAL** | | 88,339 | 133 | 14,525 | — | 102,997 |

## NOTE 3 (a). EXPENDITURE – 2020

| | Note | Unrestricted | Designated | Restricted | Endowment | Total this year | Total last year |
|---|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | — | — | — | — | — | 579 |
| Home mission | | 1,598 | — | — | — | 1,598 | 664 |
| Secular charities | | 1,300 | — | — | — | 1,300 | 1,012 |
| Ministry parish share etc | | 65,470 | — | — | — | 65,470 | 62,083 |
| Salary of parish administrator | 5 | 6,490 | — | — | — | 6,490 | 6,490 |
| Working expenses of incumbent | | — | — | — | — | — | 700 |
| Parsonage house expenses | | — | — | — | — | — | 222 |
| Church running – insurance | | 2,610 | — | — | — | 2,610 | 2,560 |
| Church office – telephone | | 69 | — | — | — | 69 | 66 |
| Organ / piano tuning | | 648 | — | — | — | 648 | 742 |
| Church maintenance | | 276 | | | — | 276 | 13,901 |
| Cleaning | | 2,902 | — | — | — | 2,902 | 3,149 |
| Upkeep of services | | 422 | — | — | — | 422 | 705 |
| Administration | | 964 | — | — | — | 964 | 1,347 |
| Visiting speakers / locums | | — | — | — | — | — | 50 |
| Church running – electric | | 1,228 | — | — | — | 1,228 | 1,749 |
| Church running – gas | | 1,597 | — | — | — | 1,597 | 2,210 |
| Church running – water | | 130 | — | — | — | 130 | 140 |
| Organist | | 630 | — | — | — | 630 | 3,030 |
| Centre Manager | 5 | — | — | — | — | — | — |
| Car Park extension | | — | — | — | — | — | 20,452 |
| Printing and stationery | | 844 | — | — | — | 844 | 1,905 |
| Transport costs | | — | — | 443 | — | 443 | 2,134 |
| Total | | 87,178 | — | 443 | — | 87,621 | 125,890 |
| **Other expenditure:** | | | | | | | |
| Miscellaneous expenditure | | — | — | — | — | — | 7,932 |
| **EXPENDITURE TOTAL** | | 87,178 | — | 443 | — | 87,621 | 133,822 |

## NOTE 3 (b). EXPENDITURE – 2019

| | Note | Unrestricted | Designated | Restricted | Endowment | Total for 2019 |
|---|---|---|---|---|---|---|
| **Expenditure on charitable activities** | | £ | £ | £ | £ | £ |
| Giving – relief and development agencies | | 579 | — | — | — | 579 |
| Home mission | | 664 | — | — | — | 664 |
| Secular charities | | 1,012 | — | — | — | 1,012 |
| Ministry parish share etc | | 62,083 | — | — | — | 62,083 |
| Salary of parish administrator | 5 | 6,490 | — | — | — | 6,490 |
| Working expenses of incumbent | | 700 | — | — | — | 700 |
| Parsonage house expenses | | 222 | — | — | — | 222 |
| Church running – insurance | | 2,560 | — | — | — | 2,560 |
| Church office – telephone | | 66 | — | — | — | 66 |
| Organ / piano tuning | | 742 | — | — | — | 742 |
| Church maintenance | | 2,714 | 2,376 | 8,811 | — | 13,901 |
| Cleaning | | 3,149 | — | — | — | 3,149 |
| Upkeep of services | | 705 | — | — | — | 705 |
| Administration | | 1,347 | — | — | — | 1,347 |
| Visiting speakers / locums | | 50 | — | — | — | 50 |
| Church running – electric | | 1,749 | — | — | — | 1,749 |
| Church running – gas | | 2,210 | — | — | — | 2,210 |
| Church running – water | | 140 | — | — | — | 140 |
| Organist | | 3,030 | — | — | — | 3,030 |
| Centre Manager | 5 | — | — | — | — | — |
| Car Park extension | | — | — | 20,452 | — | 20,452 |
| Printing and stationery | | 1,905 | — | — | — | 1,905 |
| Transport costs | | — | — | 2,134 | — | 2,134 |
| Total | | 92,117 | 2,376 | 31,397 | — | 125,890 |
| **Other expenditure:** | | | | | | |
| Miscellaneous expenditure | 7a | 1,192 | 6,690 | 50 | — | 7,932 |
| **EXPENDITURE TOTAL** | | 93,309 | 9,066 | 31,447 | — | 133,822 |

## NOTE 4. ANALYSIS OF EXPENDITURE

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| Independent examiners remuneration | 400 | 400 |

No trustee claimed any expenses in connection with their role as a trustee in either 2020 or 2019.

## NOTE 5. STAFF COSTS

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| Salaries and wages | 8,320 | 8,320 |
| Pension costs | 333 | 333 |
| Total | 8,653 | 8,653 |

During the year the PCC employed and paid a Parish Administrator and a cleaner (both part time).
No payment was large enough to attract social security costs. Both employees exercised their right in 2017 to opt into a workplace pension (see below). The third employee, the Centre Manager, is on long term sick leave and has not been paid since the end of July 2018. Fiona Townsend, the Parish Administrator, is the wife of Mark Townsend, a PCC Member. No other expenses were claimed by employees.

The PCC has enrolled those employees who wish to be members of a workplace pension scheme into NEST. Contributions commenced in November 2017. This is a defined contribution scheme and so no liability will fall on the Trustees. Both employer and employee pay 4% into this scheme.

## NOTE 6. ANALYSIS OF TRANSFER BETWEEN FUNDS

| | Unrestricted | Restricted |
|---|---|---|
| | £ | £ |
| Transfer from Aged and Infirm to General | 3,627 | (3,627) |

In view of the age profile of the congregation the PCC agreed to transfer the annual surplus on the Aged and Infirm Fund to the General Fund as a large part of the Church's general activities relate to the elderly and infirm.

## NOTE 7. FIXED ASSETS

| | 2020 | 2019 |
|---|---|---|
| (a) Tangible assets | £ | £ |
| Valuation 1st January | — | 287,500 |
| Disposal proceeds | — | (287,500) |
| Revaluation in year | — | — |
| Valuation at end of year | — | — |

50% share (with Diocese holding the other 50%) in 4 bed detached property at Thorndales.
The property was sold on 18th March 2019. The PCC invested its share of the proceeds after deduction of £6,690 sale costs.

| (b) Investments | 2020<br>£ | 2019<br>£ |
|---|---|---|
| Market value 1st January | 435,668 | 113,568 |
| Purchases | – | 294,889 |
| Disposals | – | (13,164) |
| Gains/(losses) | 3,814 | 40,375 |
| Market value 31st December | 439,482 | 435,668 |

The market value at the end of the year represents investments for:

| | | |
|---|---|---|
| Endowment Funds | 33,144 | 32,607 |
| Housing Buildings Capital – Thorndales | 322,954 | 302,174 |
| Restricted Funds | 83,384 | 100,887 |
| | 439,482 | 435,668 |

## NOTE 8. CURRENT ASSETS

| Debtors<br>Unrestricted Funds: | 2020<br>£ | 2019<br>£ |
|---|---|---|
| Tax recoverable | 1,874 | 2,089 |
| Prepayments | 1,532 | 1,516 |
| Other | – | 622 |
| Restricted: | | |
| Tax recoverable | – | 325 |
| Total | 3,406 | 4,552 |

## NOTE 9. LIABILITIES

(a) Creditors falling due within 1 year

| | 2020 | 2019 |
|---|---|---|
| Unrestricted Funds: | £ | £ |
| Salaries and pensions | 735 | 735 |
| Charitable donations | 931 | 962 |
| Other | 1,689 | 2,458 |
| Total | 3,355 | 4,155 |

(b) Creditors falling due after 1 year

| | | |
|---|---|---|
| Loan from Diocese re Parish Hall | 22,564 | 23,247 |

In 1990 the proceeds from the sale of the parish Hall were paid over to the Diocese. These were immediately loaned back to the Parish to fund the internal reordering of the Church. The loan is interest free and is being paid back with annual instalments of £683.75 with final repayment due in 2053.

## NOTE 10 (a). STATEMENT OF ASSETS AND LIABILITIES – 2020

| | General | Designated | Restricted | Endowment | This year | Last year |
|---|---|---|---|---|---|---|
| **Fixed assets – Investments** | **£** | **£** | **£** | **£** | **£** | **£** |
| Investments held by PCC | — | 322,954 | 83,384 | 33,144 | 439,482 | 435,668 |
| **Totals** | **—** | **322,954** | **83,384** | **33,144** | **439,482** | **435,668** |
| **Current assets - Cash at bank and in hand** | | | | | | |
| Aged and Infirm | — | — | 3,030 | — | 3,030 | 3,030 |
| General Fund | 8,914 | — | — | — | 8,914 | 18,047 |
| Building Trust Fund | — | — | 12,096 | — | 12,096 | 10,671 |
| Christ Church Centre | — | — | 201 | — | 201 | 201 |
| Fabric Fund | — | 559 | — | — | 559 | 459 |
| General Fund Deposit | 20,845 | — | — | — | 20,845 | 12,832 |
| Memorial Fund Deposit | — | 1,188 | — | — | 1,188 | 1,188 |
| CCLA Deposit Account 108001850D | — | — | 19,132 | — | 19,132 | 18,449 |
| **Totals** | **29,759** | **1,747** | **34,459** | — | **65,965** | **64,877** |
| **Current assets – Debtors** | | | | | | |
| Accounts Receivable | 3,406 | — | — | — | 3,406 | 4,552 |
| **Totals** | **3,406** | **—** | — | **—** | **3,406** | **4,552** |
| **Liabilities - Creditors: due within one year** | | | | | | |
| Accounts Payable | (3,355) | — | — | — | (3,355) | (4,154) |
| **Totals** | **(3,355)** | **—** | — | **—** | **(3,355)** | **(4,154)** |
| **Creditors falling due after one year** | | | | | | |
| Loans received | (22,564) | — | — | — | (22,564) | (23,247) |
| **Totals** | **(22,564)** | **—** | **—** | **—** | **(22,564)** | **(23,247)** |
| **Grand total** | **7,246** | **324,701** | **117,843** | **33,144** | **482,934** | **477,695** |

## NOTE 10 (b). STATEMENT OF ASSETS AND LIABILITIES – 2019

| | General | Designated | Restricted | Endowment | Total for 2019 |
|---|---|---|---|---|---|
| **Fixed assets – Investments** | **£** | **£** | **£** | **£** | **£** |
| Investments held by PCC | — | 302,174 | 100,887 | 32,607 | 435,668 |
| **Totals** | **—** | **302,174** | **100,887** | **32,607** | **435,668** |
| **Current assets - Cash at bank and in hand** | | | | | |
| Aged and Infirm | — | — | 3,030 | — | 3,030 |
| General Fund | 18,047 | — | — | — | 18,047 |
| Building Trust Fund | — | — | 10,671 | — | 10,671 |
| Christ Church Centre | — | — | 201 | — | 201 |
| Fabric Fund | — | 459 | — | — | 459 |
| General Fund Deposit | 12,832 | — | — | — | 12,832 |
| Memorial Fund Deposit | — | 1,188 | — | — | 1,188 |
| CCLA Deposit Account 108001850D | — | — | 18,449 | — | 18,449 |
| **Totals** | **30,879** | **1,647** | **32,351** | — | **64,877** |
| **Current assets – Debtors** | | | | | |
| Accounts Receivable | 4,227 | — | 325 | — | 4,552 |
| **Totals** | **4,227** | **—** | **325** | **—** | **4,552** |
| **Liabilities - Creditors: due within one year** | | | | | |
| Accounts Payable | (4,155) | — | — | — | (4,155) |
| **Totals** | **(4,155)** | **—** | **—** | **—** | **(4,155)** |
| **Creditors falling due after one year** | | | | | |
| Loans received | (23,247) | — | — | — | (23,247) |
| **Totals** | **(23,247)** | **—** | **—** | **—** | **(23,247)** |
| **Grand total** | **7,704** | **303,821** | **133,563** | **32,607** | **477,695** |

## NOTE 11 (a). SUMMARY OF FUND MOVEMENTS – 2020

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 7,704 | 83,093 | 87,178 | 3,627 | — | 7,246 |
| | **7,704** | **83,093** | **87,178** | **3,627** | **—** | **7,246** |
| **Designated** | | | | | | |
| Fabric Fund | 459 | 100 | — | — | — | 559 |
| House – Buildings Capital | 302,174 | — | — | — | 20,780 | 322,954 |
| Memorial Fund | 1,188 | — | — | — | — | 1,188 |
| | **303,821** | **100** | — | — | **20,780** | **324,701** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 103,917 | 4,070 | 443 | (3,627) | (17,503) | 86,414 |
| Building Trust Fund | 10,996 | 1,100 | — | — | — | 12,096 |
| Christ Church Centre | 201 | — | — | — | — | 201 |
| Sale of old hall | 18,449 | 683 | — | — | — | 19,132 |
| | **133,563** | **5,853** | **443** | **(3,627)** | **(17,503)** | **117,843** |
| **Endowment** | | | | | | |
| Endowment | 32,607 | — | — | — | 537 | 33,144 |
| | **32,607** | **—** | **—** | **—** | **537** | **33,144** |
| **Grand total** | **477,695** | **89,046** | **87,621** | **—** | **3,814** | **482,934** |

## NOTE 11 (b). SUMMARY OF FUND MOVEMENTS – 2019

| | Opening | Incoming | Outgoing | Transfers | Gains/ losses | Closing |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| **Unrestricted** | | | | | | |
| General fund | 9,816 | 88,339 | 93,309 | 2,858 | — | 7,704 |
| | **9,816** | **88,339** | **93,309** | **2,858** | **—** | **7,704** |
| **Designated** | | | | | | |
| Fabric Fund | 2,702 | 133 | 2,376 | — | — | 459 |
| House – Buildings Capital | 287,500 | — | 6,690 | — | 21,364 | 302,174 |
| Memorial Fund | 1,188 | — | — | — | — | 1,188 |
| | **291,390** | **133** | **9,066** | — | **21,364** | **303,821** |
| **Restricted** | | | | | | |
| Aged and Infirm Fund | 93,945 | 5,042 | 6,589 | (2,858) | 14,377 | 103,917 |
| Building Trust Fund | 7,179 | 8,223 | 4,406 | — | — | 10,996 |
| Christ Church Centre | 20,077 | 576 | 20,452 | — | — | 201 |
| Sale of old hall | 17,765 | 684 | — | — | — | 18,449 |
| | **138,966** | **14,525** | **31,447** | **(2,858)** | **14,377** | **133,563** |
| **Endowment** | | | | | | |
| Endowment | 27,973 | — | — | — | 4,634 | 32,607 |
| | **27,973** | **—** | **—** | **—** | **4,634** | **32,607** |
| **Grand total** | **468,145** | **102,997** | **133,822** | **—** | **40,375** | **477,695** |

## NOTE 12. RELATED PARTIES

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| Giving by Trustees | 24,639 | 21,855 |

This is the giving by members of the PCC for the work of the Church excluding gift aid.

## NOTE 13. FUNDS HELD BY DIOCESE

The Chelmsford Diocesan Board of Finance holds legal title as Custodian Trustee of the funds below. The management of the trust funds is the responsibility of the PCC as Managing Trustees.

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | 19,132 | 18,449 |

The funds have been placed in a dedicated deposit account managed by the CCLA.

| | | |
|---|---|---|
| **Clerical assistance for the vicar** | 2,520 | 2,358 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares. This fund is included within the figures in note 11 for Endowment Funds.

| | | |
|---|---|---|
| **Sale of Thorndales** | 322,954 | 302,174 |

The funds have been invested in the CCLA Church Board of Finance Church of England Investment Fund Income Shares.

Income is accounted for in Christ Church's accounts as follows:

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| **Parish hall loan repaid** | 100 | 130 |

Deposit account interest is credited to the Fabric Fund.

| | | |
|---|---|---|
| **Clerical assistance for the vicar** | 71 | 68 |

Dividend income is credited to the General Fund.

| | | |
|---|---|---|
| **Sale of Thorndales** | 9,047 | 4,456 |

Dividend income is credited to the General Fund.