THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BICESTER EMMANUEL

England & Wales · Charity number 1146630

Details

Other names	EMMANUEL PCC, BICESTER
Status	Registered
Legal form	Previously excepted
Registered	2012-03-28
Register	View on the Charity Commission register

Contact

Address	Church Office 2 Barberry Place Bicester Oxforshire OX26 3HA
Phone	01869320021
Email	finance@emmanuelbicester.org.uk
Website	www.emmanuelbicester.org.uk

Activities

Objects: PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

Activities: Regular public worship open to all.Pastoral work, including visiting the sick and the bereaved.Teaching of Christianity through sermons, courses and small groupsPromoting the whole mission of the Church through provision of activities for senior citizens, parents and toddlers and other groups.Supporting other charities in the UK and overseas.

Classification

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

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Geography

- Oxfordshire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£214,778	£262,050	-	-
2023-12-31	£209,553	£216,956	-	-
2022-12-31	£192,324	£218,368	-	-
2021-12-31	£203,251	£198,251	-	-
2020-12-31	£180,787	£193,486	-	-

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Trustees

Name	Role	Appointed
Rev IAN ROWLAND BISCOE	Chair	2012-01-31
Alexandra Arthey		2025-01-01
Annie Croxford		2023-05-01
Barbara Anne Walton		2025-05-22
Beldina ELENSIA OWALLA		2025-05-22
Brian Hall		2025-05-22
Cheryl Lesley Clark		2025-05-22
Darius Daryl Smith		2025-01-01
Deborah Rosemary Winson		2024-05-01
Elizabeth Winson		2023-05-01
IAN RUSSELL GODFREY		2023-05-01
Jane Elizabeth Mitchell		2025-05-22
Ksenija Jackson		2025-05-22
Philip Croxford		2023-05-01
Philip Wilson		2021-01-01
REV CAROL HILL		2012-01-31
Rachel Jolly		2024-05-01
Rachel Williams		2024-05-19
Rebekah Moore		2024-05-02
Rev ERIKA BISCOE		2014-03-23
Rev Peter George Hill		2019-04-07
Rev Simon Ashley Mortimer		2025-01-01
Roger Winson		2023-04-19
Sarah Bargrove		2024-05-01

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BICESTER EMMANUEL

England & Wales - Charity number 1146630

Accounts

Trustees' Annual Report and Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel

Registered charity no 1146630

Year ended 31 December 2024

Team Rector:
Revd Peter Wright
6 Tinkers Lane
Bicester, Oxon
OX26 6ES

Team Vicar:
Revd Ian Biscoe
8 Pippin Close
Bicester, Oxon
OX27 8AX

Church Address:
Emmanuel Church
2 Barberry Place
Bicester, Oxon
OX26 3HA

Bank:
The Co-operative Bank
Skelmersdale
Greater Manchester
WN8 3GH

Independent Examiner:
Andrew Churchill Stone – FCA DChA

Joint Treasurer:
Mr Brian Hall
Mrs Maureen McNally

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2024.

Reference and administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2022). The PCC is a charity registered with the Charity Commission. The full title of the charity is The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel, registered charity number 1146630 (working name Emmanuel Church Bicester PCC). The address of the church office is 2 Barberry Place, Bure Park, Bicester, Oxfordshire OX26 3HA

The trustees, members of the PCC, at the time of this report, were as follows:

Trustee	Appointed	Term	Basis of appointment
Revd Ian Biscoe	Chair – Incumbent		Ex Officio
Revd Erika Biscoe	Pioneer Minister		Ex Officio
Revd Carol Hill	Associate Minister		Co-opted
Revd Peter Hill	Associate Minister		Co-opted
Philip Wilson	Licenced Lay Minister		Ex Officio
Roger Winson	Licenced Lay Minister	3 year term	Deanery Synod
Brian Hall	From May 2024	1 year term	Church Warden
Maureen McNally	From May 2024	1 year term	Church Warden
Cheryl Clark, Café Manager	From May 2024	1 year term	Elected
Barbara Walton, Finance Manager	From May 2024	2 year term	Elected
Alexandra Arthey, Children's Worker	From January 2025	1 year term	Elected
Ksenija Jackson, Administrator and PCC Secretary	From May 2024	2 year term	Deanery Synod & PCC Secretary
Debbie Winson	From May 2024	3 year term	Elected
Rachel Jolly	From May 2024	3 year term	Elected
Tim Howard	From May 2022	3 year term	Elected
Ian Godfrey	From May 2023	3 year term	Deanery Synod
Rebekah Moore	From May 2024	3 year term	Elected
Elizabeth Winson	From May 2023	3 year term	Deanery Synod
Phil Croxford	From May 2023	3 year term	Elected
Annie Croxford	From May 2023	3 year term	Elected
Rachel Williams	From May 2024	3 year term	Elected
Sarah Bargrove	From May 2024	1 year term	Elected
Darius Smith	From January 2025	1 year term	Elected
During the year the following roles changed:			
Therese Adaran	February 2024	Retired	Elected
Debbi Pardoe	March 2024	Retired	Elected
Adrian Stone	May 2024	Retired	Elected
Lesley Wasley	July 2024	Retired	Elected
Helen Rossiter	November 2024	Retired	PCC Secretary

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel (PCC) is a corporate body. Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules.

PCC members are recruited in a number of ways. The incumbent and churchwardens are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected at the APCM and hold office for three years. Additionally, PCC members may on occasion be co-opted.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. It is responsible to keep accounting records, which disclose with reasonable accuracy the financial position of the PCC thus ensuring that the financial statements comply with the Charities Act 1993 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is to ensure that the financial statements are examined by an independent examiner or auditor prior to their presentation to the Annual Parochial Church Meeting.

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

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

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a "going concern" basis unless it is inappropriate to presume that the charity will remain in operation.

In addition to the PCC there are the following committees:

Standing Committee

This committee consists of the Team Vicar, the two churchwardens, treasurer and the PCC secretary with other people being invited to the Standing Committee as guests where desired. At the moment, the Finance Manager is invited to the Standing Committee as there is no dedicated treasurer.

The committee has power to transact the business of the PCC between PCC meetings, subject to any directions given by the council, reporting to the full PCC as appropriate.

Other working groups

Our team structure is based around the five-fold ministries - Apostolic, Prophetic, Evangelism, Teaching and Pastoral. Incorporated within the teaching team is our preaching, children and youth work. Small groups, relationships and families work, are part of the Pastoral team. Worship, dance ministry and prayer link in with

the Prophetic team. The Evangelism team oversee our International mission partner links and outreach ministries including Forest Church, Foodbank and Christians Against Poverty.

Administration and support structures

Our support team comprises one paid role of Finance Manager, and volunteers as PCC secretary, Child protection officer, Buildings & Utilities Management and IT support, a part-time caretaker and a part-time cleaner. We also have a part time administrator helping the Team Vicar with Data Protection, Safer Recruiting, Social Media and other projects as needed. From October she also took on the PCC Secretary role and in January 2025 joined the Finance Team as the Finance Assistant.

Deanery

Bicester Emmanuel is a parish lying within the wider Bicester Benefice, which is itself a part of the Bicester & Islip Deanery, in the Diocese of Oxford. Bicester Emmanuel volunteers lead the Deanery Pilgrim Paths project which is developing small pilgrimage walks between the churches in the Deanery supported by walk leaflets that are being published.

Objectives and activities

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

Statement of public benefit

The PCC confirms that we have referred to the Charity Commission's guidance on public benefit, in particular the specific guidance on charities for the advancement of religion, when reviewing the PCC's aims and objectives and in planning future activities. The PCC also confirms that the trustees (i.e. the PCC members) have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The PCC provides benefit to the public by:

- the provision of regular public worship that is open to all.
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved.
- the teaching of the Christian faith through sermons, home groups, children's meetings, and links with the local schools.
- the promotion of the Christian faith through various events organised by the PCC.
- the support of other charities involved in Christian outreach and development.

The vision of Emmanuel Church Bicester (ECB) is to lead people to a place where they can experience fullness of life through faith in our Lord Jesus Christ, (John 10:10) and discover healing and wholeness in the power of the Holy Spirit (1 Corinthians 12:1-11). We believe God is calling us as a church to be like streams of living water flowing out from the building into our local communities. (Ezekiel 47:1-12)

ECB relies on the voluntary work of about 48 people across its various ministries and the PCC very much appreciates their service to the church and the local community.

Achievements and performance

Review of the year

ECB has grown throughout 2024. We have seen the church continue to develop in its multi culture nature. It has been encouraging to see people join the church from across the world including many African nations, Hong Kong and Europe. We have seen a growing collaboration across the children, youth and dance ministries with gifted teams working together with our children and young people.

Some important decisions and highlights from 2024 were:

- PCC away day agreeing the church's stance on same sex blessings
- Start of the Emmanuel dance ministry
- Pastor Sriyamal Fernando's three month visit to the UK
- 10-year celebration of the Cherish ministry
- Appointing a Children, families and school's worker at ECB
- Securing funding for a Children, families and schools minister on Elmsbrook
- Appointing a new associate minister to oversee Hope Church
- International meal

Electoral roll

The overall electoral roll was 169 at the APCM in May 2024 (164 in May 2023).

Sunday Services and attendance

The average attendance in 2024 for a Sunday morning service was 99 (In 2023 they were 99). The weekly average online viewing figures for 2024 were 70 views per week (In 2023 they were 81).

Hope Church at Elmsbrook

In 2024, Hope was being led by a lay leadership team originally from ECB, however a new part-time vicar has started in January 2025. The ECB Team Vicar has continued in a supervisory capacity throughout 2024. Hope still falls under the ECB PCC for its wider governance. Average Sunday attendance is about 22 people (2023: 30). Hope Sunday services are in a regular routine of meeting in the Perch Business Centre where several of the community have become regular members, and a few are on the fringes. There are three home groups meeting regularly every other week and a weekly prayer meeting now attended by a quarter of the congregation. Hope members join together for adhoc 'equipping sessions' growing together in areas such as prayer, discipleship and the prophetic, some online led by The Filling Station. Hope facilitated a 'Come and See' course during Lent. Hope also runs 'Creative Space' once a month at the Perch for the church and the local community.

A team from Hope runs a cafe on Fridays together with volunteers from the local community for local residents and see around 20 to 30 people each week, including a number from the Ukrainian refugee population here in Bicester. Over the last year the church has run a number of seasonal events for the community including a Quiz night in aid of Tearfund and a processing carol service, as well as supporting and participating in the community music evenings and social events in the Perch, run by the resident's association. Hope also facilitated an event for the local Ukrainian community and helped run a couple of stalls at the Gagle Brook school Easter Fair.

Forest Church

Forest Church gatherings explore ways of understanding and worshipping an all-powerful, all-seeing, perfect Creator God. The vision is:

- To allow people to enjoy being outdoors, seeing, hearing, smelling, and even tasting, God's creation.
- To develop a sense of awe and wonder of God's greatness, from the galaxies to the spiral of a snail shell.
- To have time to reflect as an individual, and to have time to share with the gathering.

Throughout summer 2024 we gathered in the garden of Emmanuel Church and then in the autumn we trialled using the Muddy Church material on Elmsbrook's Community Forest School. In 2025 we expect to continue both Forest Church in the Garden at Emmanuel Church and Muddy Church for families on Elmsbrook.

Space Makers for families

Space Makers for families, is a family friendly gathering with a nutritious home cooked meal and it was meeting the second Friday of every month until July. The format was kept very simple to be a welcoming space where friendships can be developed. As people arrived after light refreshments, the children were invited to play games or craft activities, with parents invited to chat about the joys and challenges of parenting. The structured part of the meeting began with a worship song and families were invited to the dinner table. Before the meal was served, the Schools Outreach worker led everyone in a short time of prayer and reflection.
After the summer holidays Space Makers for families was relaunched meeting on a Saturday morning once a month between 11am and 1pm. It is still based around a family friendly gathering with a nutritious home cooked meal. The new Space Makers team invite families to enjoy crafts, games, Bible stories and songs before enjoying a hot cooked meal together.

Cherish

Cherish ...made for such a time as this... is a six-week faith journey for teenage girls and women of all ages in which they discuss contemporary life issues such as low self-esteem, depression and eating disorders interwoven with the book of Esther, and where they are also taught a new skill of performing a basic manicure. Cherish is redemption through sharing story.
There were no in house courses in 2024 as Erika was accepted on a year's course with The Lions, a Christian organisation that champions pioneers and entrepreneurs. Erika has been offered another year of mentoring and some seed funding for Cherish.
Cherish celebrated it's tenth anniversary in November with a tea party style event with stories shared from past and present participants. It also applied at this time for independent charitable status as Cherish Ministry although for the moment its ministry will continue under ECB's mantle.
Cherish continues to flourish at Waddesdon Secondary school with the year10 girls as part of their PHSE programme with three courses planned to run this academic year. Erika has also been asked to go in and meet a couple of pupils on a one-to-one basis.
Cherish products continue to be popular and are becoming a helpful source of income towards running the courses. We had a successful Christmas craft fair in November with gross sales of over £700 where we offered free hand massages. We also sell the products in the café area, and have launched an online Etsy shop.

Chaplaincy

Wyndham Hall Care Home:

Carol Hill decided to properly retire from regular chaplaincy duties at Wyndham Hall Care Home (WHCH) from the end of 2024. She had enjoyed many friendships over the years and was always grateful for the support of the care home staff, who went out of their way to ensure all residents had access to spiritual care. Carol will remain 'on call' for those times residents might request specifically to see a priest and for end-of-life care. Roger Winson and Dorothy WIlliams take a monthly service in the main lounge which includes sung worship, prayers and a brief talk followed by a short period of fellowship. They are grateful to the staff who are very supportive in arranging for residents to attend.

HMP Grendon and Springhill:

Peter Hill provides chaplaincy in Grendon and Springhill prisons. Since the expiry of his license on reaching age 70 and becoming a PTO, he no longer attends during the week except for Team meetings and security briefings. There is currently a vacancy for a part time Roman Catholic chaplain which management have decided not to fill, this causes extra work for the rest of the team. As there is a new free church chaplain there is only the requirement to attend one Sunday a month except to cover holidays and sickness. The congregation at Grendon remains quite static due to the length of time men spend there, but at Springhill it fluctuates due to

discharges, and day release. Please pray that the work of sharing the good news of Christ continues and make visitors to Emmanuel welcome as some of the men out for the day from Springhill have attended our morning worship.

Small groups

Most of our small groups meet in people's homes during the week. The number and structure of groups is kept under regular review. Newcomers to the church are encouraged to join a Small Group. Small groups are important in enabling people to stay connected and providing pastoral care and support.

Youth ministry

This year has been a good one for youth ministry at ECB with areas of change and growth. We have had two main strands of our youth ministry this year:

- Flames – Sunday Morning meetings on 1st, 2nd and 3rd Sunday of each month. This has consisted of bible studies, prayer and creative activities.
- Ignite – From September, we began a Friday youth club on the last Friday of the month. This has provided opportunities for young people to bring their non-Christian friends into a safe space where they hear Christian music, play games and have a safe space to be instead of being out on the streets.

Children Families and Schools ministry

The Schools Worker role has evolved to a Children Families and Schools worker to better facilitate outreach activities beyond the local schools. We run separate children's groups the first three Sundays of each month with all age services on the fourth Sunday of the month. The groups consist of 'Sparklers' for children up to Reception and 'Fireworks' for school years 1-6. The groups are coordinated by the Children Families and Schools worker and depend on a minimum of 4 volunteers each week. Groups include a short talk, crafts and games. Outreach events for local families include a Light Party as an alternative to Halloween, monthly Space Makers for families and Muddy Church. School outreach is continuing at Southwold Primary School.

Music and worship

We continue to use ISing and currently have four worship leaders and one overall worship leader, Hannah Tillbrook, with strong vocals who compile a group each week from a bank of other singers and a flautist. We are continuing to pray for musicians.

In 2024, a Gospel Choir was formed at ECB under the leadership of Yvonne Smith. This choir has members across the churches in Bicester enabling people to worship the Lord in a different style from what was available. They have performed at a number of special church services including having a Gospel led Carol Concert for Christmas at ECB in December.

Dance Ministry

ECB's Dance ministry is a new ministry lead by Sarah Bargrove Sarah has developed a foundational handbook including the biblical basis for the ministry as well as how to work within and strengthen and join into the church's existing structures of worship, preaching and children and youth ministries. The team has connected with Movement in Worship (MiW) to gain training on using flags and banners as part of ministry in the church. MiW was also invited to ECB to lead a successful spirit filled workshop open to any member of the churches in Bicester to attend. Plans are being made for a second workshop in 2025 as well as for training Sarah to be an MiW trainer. Flags, ribbons and dance scarves have begun to be used in ECB's Sunday morning services by both adults and children. More flags will be purchased in the coming year, with a hope that this will enable more people to worship God using dance as a medium during sung worship times.

The Bridge Café

The cafe has continued well during 2024. Our patrons are ever changing and cover all age ranges. We currently have a thriving baby group on a Tuesday morning, a bible study on a Wednesday, Knit & Natter on a Thursday and the camera club also meet once a month on a Thursday. The school next door have been placing regular

orders usually twice a week throughout term time and this continues to help us build relationships with the teachers there. We have had people attending church directly from conversations in the cafe.
We also took on a young man from The Cooper school for some long term work experience during the year who has also attended the youth groups here.
2024 has been a successful year both in monetary and kingdom building terms.

Mission Partners

Our Vision is to develop good links with a few carefully chosen Mission Partners and to give away to our Mission Partners, and other charities, a tithe of the money given to ECB.

Pastor Sriyamal and Doreen Fernando, Negombo, SRI LANKA.
Pastor Sriyamal has a passion for reaching people with the message of being saved through Jesus Christ. He is based in a church in the large coastal city of Negombo, but has oversight of a number of smaller congregations inland. He leads a team taking services in the local prisons. Ian and Erika visited Sriyamal and Doreen in April 2019, and since lockdown, they have had regular Zooms. Pastor Sriyamal visited the UK in summer 2024, strengthening his links with Emmanuel Church and visiting new supporting churches.

Marcelo and Silvana Vargas, La Paz, BOLIVIA.
Marcelo and Silvana had the vision to set up a Training Centre for Christian Mission in Bolivia about 30 years ago in La Paz. Students came to live on the campus for a week at a time for each module for each of the 10 modules a year. Since the start of the Covid pandemic, teaching of the mission training courses is on-line. This has meant that they can reach more students. Despite the limitations of this kind of learning, they have worked out ways to provide feedback and support each student. It is likely that they will continue on-line teaching in the future.

Links with the other Churches in Bicester

2024 has been a difficult year for the Churches in Bicester minsters' group. Decisions made by various churches regarding their response to issues of human sexuality and same sex blessing has caused division and damage to the long-established unity and fellowship across the churches in Bicester. There is a review taking place to decide the future direction of the group but already some churches have left. This has affected the joint projects so now only a few remain supported by all the churches in Bicester. The only remaining active and shared ministries are.

Bicester Christian Action (BCA)
BCA is the charity that runs the Food Bank in Bicester and gives boxes of nutritionally balanced food and support to people experiencing emotional or financial crisis. It continues to be busier than ever. ECB works with BCA and Hope into Action in running a refugee house for two Ukrainian families who otherwise would be homeless, to enable them to have affordable housing in the midst of the housing crisis in Bicester.

Refugee Support Group
The aim of CiBRS (Churches in Bicester Refugee Support) is to show the love of God to those displaced from their homeland through conflict by raising awareness through our networks within the churches, local authorities and local community, assisting with accommodation needs and supporting locally placed refugees through befriending, practical help, advice and signposting.

Plans for future periods

a) Continue to look for ways to fulfil the Ezekiel 47 vision of streams of living water flowing from the church into the community bring new life and healing. There is a sense from the ECB Prophets team that we are entering a new season as a church.
b) Support and encourage the new Associate Minister and the Hope Church leadership team to grow a sustainable ministry on the Elmsbrook estate, exploring future patterns of ministry particularly with children and families.

c) Support and encourage the multi-cultural nature of ECB. Enabling a diverse variety of people to step forward into their gifting and callings.
d) Improve our IT and communication systems including a new website and data base.
e) Continue working towards a zero-carbon church with plans for electric heating systems, air source heat pumps, solar panels and battery storage.

The Financial review

Most our income is received through tax efficient giving schemes; thus we have been able to recover an £29,910 from HM Revenue & Customs in 2024 (2023: £30,009). The number of individuals who gave regularly in 2024 is 60 (2023: 72). The average gift given by these individuals not including one-off gifts was £164 (2023: £132). Having a regular income is vital to enable ECB to continue supporting the vision we have for our congregation and community. We are grateful to God for his provision in a year of hardship for many in our congregation.

Our total funds, including the capitalised cost of the building, decreased by £47,272 from £1,096,952 to £1,049,680. General funds (not including the Fixed Asset Fund) increased from £61,479 to £63,140. The overall unrestricted (general plus designated including fixed assets) has increased from £99,861 to £115,015.

Restricted funds have decreased from £997,091 to £934,665 (this includes the capitalised building cost). The main movement relates to depreciation of £61,458 (2023: £29,685), the increase being due to a recalibration of useful lives of certain assets and disposals of lights which have had to be replaced.

Grants and Donations

The PCC aims to devote not less than 10% of its unrestricted income including donations, rentals and café to mission and outreach, shared between local, national, and international activities. As a part of this, during the year, the PCC made grants of 5.9% of unrestricted donations (2023: 5.5%). In 2024, we have continued assisting individuals and families in hardship including a refugee family but have been able to do this through very generous gifts into restricted funds for this purpose. These restricted gifts are not included in the above percentage. Further details are shown in Note 11.

Risk assessment

The PCC have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. Maintenance, repair, or replacement of essential installations is carried out periodically so that key operational objectives of the PCC are delivered. Fire, safety and alarm checks and inspections occur on a regular basis as specified. All building and liability insurances are in place, reducing financial risk. The Diocese of Oxford recommended Safeguarding Policy has been adopted in full by the PCC.

Reserves Policy

The PCC aims to maintain general reserves at such a level that working capital is maintained at a level equivalent to approximately three to six months' general fund expenditure. Current reserves are approximately 4.43 months of general expenditure in a normal year so fall within this banding. The PCC is also aware that with the building getting older it needs to maintain some reserves for large building repairs. Current plans are for the designated funds along with the restricted maintenance fund to be set aside for this purpose totalling £41,602.

Approved by the PCC on the 18th of March 2025 and signed on its behalf by

Revd Ian Biscoe
Chairman

Independent Examiner's Report to Emmanuel Church Bicester Parochial Church Council

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel for the year ended 31 December 2024, which are set out on pages 12 to 23.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the accounts in accordance with 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 by examination, I have followed all the applicable Directors given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's 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 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.

Andrew Churchill Stone – FCA DChA
Mercer Lewin
6-7 Citibase, New Barclay House
234 Botley Rd
Oxford
OX2 0HP

8 April 2025

Financial Statements for the Year Ended 31 December 2024
Statement of Financial Activities

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2024	Total Funds 2023 *
Income and endowments from:						
Donations and Legacies	2a	143,411	-	25,430	168,841	168,198
Charitable Activities	2b	27,299	-	265	27,564	26,631
Other	2c	16,275	-	728	17,003	13,757
Investments	2d	442	550	378	1,370	967
Total		**187,427**	**550**	**26,801**	**214,778**	**209,553**
Expenditure on:						
Raising Funds	3a	8,001	-	1,576	9,577	8,238
Charitable Activities	3b	164,822	-	87,651	252,473	208,718
Other Activities	3c	-	-	-	-	-
Total		**172,823**	**-**	**89,227**	**262,050**	**216,956**
Net Income/(Expenditure)		**14,604**	**550**	**(62,426)**	**(47,272)**	**(7,403)**
Transfers between Funds		-	-	-	-	-
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-
Gains/(losses) on investments		-	-	-	-	-
Net Movement in Funds		**14,604**	**550**	**(62,426)**	**(47,272)**	**(7,403)**
Reconciliation of funds:						
Total Funds brought forward (1st Jan)		66,009	33,852	997,091	1,096,952	1,104,355
Total Funds carried forward (31st Dec)		**80,613**	**34,402**	**934,665**	**1,049,680**	**1,096,952**

**see note 10 for full comparatives*

Approved by the PCC on 18th of March 2025 and signed on their behalf by

Revd Ian Biscoe (PCC chairman)

Maureen McNally (Acting PCC Treasurer)

Financial Statements for the Year Ended 31 December 2024

Balance Sheet

	Notes	Total 2024	Total 2023
Fixed Assets			
Tangible Assets	5(a)	902,151	956,509
Investments	5(b)	-	-
		902,151	**956,509**
Current Assets			
Stock		500	1,123
Debtors	6	8,300	14,222
Bank current account		140,701	127,519
Cash		388	186
Liabilities due in one year	7		
Creditors		(2,360)	(2,607)
Deferred Income		-	-
Net Current Assets/(Liabilities)		**147,529**	**140,443**
Liabilities due after one year		-	-
Total Net Assets		**1,049,680**	**1,096,952**
Parish Funds			
Unrestricted Funds			
General		80,613	66,009
Designated		34,402	33,852
		115,015	**99,861**
Restricted Funds		934,665	997,091
Endowment Funds		-	-
Total		**1,049,680**	**1,096,952**

The attached notes form part of these financial statements

Approved by the PCC on 18th of March 2024 and signed on their behalf by

Ian Biscoe

Revd Ian Biscoe (PCC chairman)

Maureen McNally (Acting PCC Treasurer)

Notes to Financial Statements for Year Ended December 2024

1. Accounting Policies

a. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable for charities preparing their accounts in accordance with FRS102 (effective 1 – January 2015) – (Charities SORP FRS102). Emmanuel Church PCC constitutes a public benefit entity as defined by FRS102.

b. Stock
Stock consists of Café and Cherish goods for resale and is valued at the lower of cost and net realisable value.

c. Fixed assets
Consecrated and benefice property is excluded from the accounts by s.10(2)(a) & (C) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). Assets are capitalised where the value is greater than £500 and depreciated as follows:
- Freehold property – not depreciated
- Plant and Machinery – 5-20 years
- Church Equipment – 3-5 years

d. Pensions policy
The PCC operates a defined contribution stakeholder pension scheme which is offered to all employees.

e. Assessment of going concern
Having reviewed the financial position, the Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern and have a reasonable expectation that the charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt a going concern basis in preparing the financial statements.

f. Statement of Cash Flows
The Charity is classified as a smaller charity and is therefore exempt from the requirement to include a Statement of Cash Flows in its financial statements. The trustees have taken advantage of this exemption in FRS 102 and SORP Update Bulletin 1 and have not presented a Statement of Cash Flows in these financial statements.

g. The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Description of Funds

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Designated Funds are part of the unrestricted funds earmarked by the PCC for a particular purpose.

Restricted funds comprise of two elements: -

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when paid. Expenditure is generally recognised when it is incurred and is accounted for gross.

Notes to Financial Statements for Year Ended December 2024 (continued)

2 Income and Endowments from:	2	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Donations and Legacies	2a				
Voluntary Income/Receipts					
Tax efficient planned giving		92,271	14,526	106,797	95,451
Other planned giving		14,748	-	14,748	15,972
Collections at services		971	-	971	1,378
All other non-recurring giving, inc Special Appeals		9,754	6,511	16,265	21,038
Gift Aid recovered		25,667	4,143	29,810	30,009
Legacies received (capital value)		-	-	-	-
Grants: recurring (paid in more than one financial year)		-	-	-	-
Grants: non-recurring		-	250	250	4,350.00
		143,411	**25,430**	**168,841**	**168,198**
Charitable Activities	2b				
Church Activities					
Statutory Fees (retained by PCC)		476	-	476	531
Church cafe & events		26,799	265	27,064	24,728
Other		24	-	24	1,372
		27,299	**265**	**27,564**	**26,631**
Other Trading Activities	2c				
Activities for Generating Fund					
Church and room hire		16,275	135	16,410	12,037
Cherish Income		-	593	593	1,720
Other		-	-	-	0
		16,275	**728**	**17,003**	**13,757**
Investments	2d				
Bank Interest		992	378	1,370	967
		992	**378**	**1,370**	**967**
Total		**187,977**	**26,801**	**214,778**	**209,553**

Notes to Financial Statements for Year Ended December 2024 (continued)

3 Expenditure on:

		Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Raising Funds	3a				
Costs of Generating Income					
Church cafe & Cherish Product Sales		7,643	1,531	9,174	7,900
Other		358	45	403	338
		8,001	**1,576**	**9,577**	**8,238**
Charitable Activities	3b				
Church Activities					
Mission giving and donations	*11*	10,958	7,157	18,115	18,023
Diocesan Parish Share Contribution		60,551	-	60,551	58,534
Salaries/Wages	*11*	53,169	-	53,169	50,678
Clergy and Staff Expenses		5,770	-	5,770	5,035
Church Expenses					
Church Expenses (Mission and Evangelism)	*11*	2,209	2,608	4,817	5,898
Big Church Day Out		-	-	-	2,346
Church running expenses		18,426	11,103	29,529	26,463
Church utility bills		10,670	-	10,670	15,009
Cost of trading		-	-	-	-
Major Capital Expenditure					
Major Repairs to the Church		-	-	-	-
PCC Governance Costs		630	-	630	630
Depreciation	3c	2,439	61,458	63,897	26,102
Asset Disposal	3c	-	5,325	5,325	-
		164,822	**87,651**	**252,473**	**208,718**
Total		**172,823**	**89,227**	**262,050**	**216,956**

Notes to Financial Statements for Year Ended December 2024 (continued)

4(a) Staff Costs

	2024	2023
Salaries and stipends	51,441	48,975
Employer pension contributions	1,729	1,702
	53,170	**50,677**

During the year the PCC employed 7 people on a part-time basis (2023: 6 people). Please see notes 11 and 12 for additional information. No employee's remuneration exceeded £60,000 (2023: nil). A stakeholder pension scheme is in operation and where appropriate the PCC contributes 4% of gross salary for each employee. There were no outstanding contributions owing to the pension scheme at 31 December 2024 (2023: nil).
The Church considers Rev Ian Biscoe (Chair of Trustees) along with the Standing Committee to be part of the key management personnel. Rev Ian Biscoe is paid by the Diocese of Oxford. Therefore the amount of employee benefits received by key management personnel for their services during the year £nil (2023: £nil). See note 12 for further details.

4(b) PCC Costs

Other than as disclosed in Note 12, there were no other transactions made in respect of PCC Members, no other PCC Member received remuneration, benefit or reimbursement of travelling or other expenses relating to their role as trustees.

5(a) Tangible Fixed Assets

	Freehold Buildings	Plant and machinery	Church Equipment	Total
At Cost or Valuation				
As at 1 Jan 2024	743,004	554,251	29,690	1,326,945
Additions in the Year	-	14,145	719	14,864
Disposal in the Year	-	66,668	-	66,668
Revaluation (if any)	-	-	-	-
As at 31 Dec 2024	**743,004**	**501,728**	**30,409**	**1,275,141**
Accumulated Depreciation				
As at 1 Jan 2024	-	347,244	23,192	370,436
Charge for the Year	-	61,167	2,730	63,897
Disposals	-	61,343	-	61,343
As at 31 Dec 2024	**-**	**347,068**	**25,922**	**372,990**
Adjusted Net Book Value at 1 Jan 2024	**743,004**	**207,007**	**6,498**	**956,509**
Net Book Value at 31 Dec 2024	**743,004**	**154,660**	**4,487**	**902,151**

5(b) Investments - none

Notes to Financial Statements for Year Ended December 2024 (continued)

6 Debtors

	2024	2023
Gift aid reclaims	4,059	3,062
Loan Receivable	2,900	4,000
Prepayments	-	115
Other Debtors	1,341	7,045
	8,300	**14,222**

7 Liabilities

	2024	2023
Amounts falling due in one year		
Trade creditors	**2,360**	**2,607**
Amounts falling due after one year		
Loans and overdrafts	-	-

At the year end, the amount due to the pension scheme was Nil (2023: Nil)

8 Analysis of Net Assets - 2024

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2024
Fixed Assets	19,202	-	882,949	902,151
Current Assets	63,719	34,402	51,768	149,889
Liabilities: Amounts falling due within one year	(2,308)	-	(52)	(2,360)
	80,613	34,402	934,665	1,049,680

Analysis of Net Assets - 2023

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2023
Fixed Assets	6,777	-	949,732	956,509
Current Assets	61,562	33,852	47,636	143,050
Liabilities: Amounts falling due within one year	(2,330)	-	(277)	(2,607)
	66,009	33,852	997,091	1,096,952

Notes to Financial Statements for Year Ended December 2024 (continued)

9 Funds Reconciliation

		Adjusted Reserves at 1 Jan 24	Incoming Resources	Resources Expended	Transfers Between Funds	Reserves at 31 Dec 24
Unrestricted Funds						
General fund		60,868	160,628	147,547	(11,310)	62,639
General fixed asset fund		4,530	-	1,921	14,864	17,473
Café		611	26,799	23,355	(3,554)	501
Total General and Cafe Funds		**66,009**	**187,427**	**172,823**	-	**80,613**
Designated Funds						
PCC Reserve Fund		33,852	550	-	-	34,402
Total Designated Funds		**33,852**	**550**	-	-	**34,402**
Total Unrestricted funds		**99,861**	**187,977**	**172,823**	-	**115,015**
Restricted Funds						
Building Fund	*	944,981	-	64,672	-	880,309
Maintenance Fund		7,200	-	-	-	7,200
Livestreaming Fund		4,750	-	2,111	-	2,639
Hope Church		23,366	19,292	11,824	-	30,834
Hardship Fund		6,018	500	282	-	6,236
Kings Word Ministry Trust		100	795	895	-	-
Cherish Ministry		5,622	996	3,805	10	2,823
Youth Ministry		-	803	-	-	803
Refugee Fund		202	3,419	3,607	-	14
Bicester Food Bank		152	163	151	-	164
John Williams Fund		4,410	-	1,300	-	3,110
Other restricted funds		290	833	580	(10)	533
Total Restricted Funds		**997,091**	**26,801**	**89,227**	-	**934,665**
Total Funds		**1,096,952**	**214,778**	**262,050**	-	**1,049,680**

Café Fund relates to the operation of the Café and includes all income from sales and purchase of food and related salary costs.

PCC Reserve Fund represents funds for which the PCC have discretion on how they are used.

* Building Fund represents the net book value of the church building and the bulk of its plant, fixtures and other equipment; in prior years the Diocese Loan was included in this fund. A number of assets (water tank, light fittings and boiler) were being amortised at rates that were incompatible with their actual useful life This has now been corrected in the current year.

Livestreaming Fund represents the net book value of the Livestreaming Equipment purchased during COVID 19 lockdowns.

Maintenance Fund comprises funds specifically donated for future major repairs of the Church building

Hope Church funds mission activities on the Elmsbrook estate for which funds are being donated.

Notes to Financial Statements for Year Ended December 2024 (continued)

Hardship Fund is used to pay grants to individuals.

Kings Word Ministry Trust is restricted donations are given to the Kings Word Ministry Trust in Sri Lanka.

Cherish Ministry fund is to the Cherish ministry.

Youth Ministry are funds that have been given to support ECBs youth ministry.

Refugee Fund represents funds given specifically for work with refugees in the Bicester area.

Bicester Food Bank represents funds given to be used for the work of the Bicester Food Bank.

John Williams Fund represents funds received to encourage those in various types of ministry training.

Other restricted funds includes smaller restricted funds given for specific ministries of the church.

10 SOFA Comparatives

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2023
Income and endowments from:					
Donations and Legacies	2a	148,192	-	20,006	168,198
Charitable Activities	2b	26,086	-	545	26,631
Other	2c	12,037	-	1,720	13,757
Investments	2d	580	387	-	967
Total		**186,895**	**387**	**22,271**	**209,553**
Expenditure on:					
Raising Funds	3a	7,771	-	467	8,238
Charitable Activities	3b	166,613	-	42,105	208,718
Other Activities	3c	-	-	-	-
Total		**174,384**	**-**	**42,572**	**216,956**
Net Income/(Expenditure)		**12,511**	**387**	**(20,301)**	**(7,403)**
Transfers between Funds		**536**	**-**	**(536)**	**-**
Other recognised gains/(losses):					
Gains/(losses) on revaluation of fixed assets		-	-	-	-
Gains/(losses) on investments		-	-	-	-
Net Movement in Funds		**13,047**	**387**	**(20,837)**	**(7,403)**
Reconciliation of funds:					
Total Funds brought forward (1st Jan)		52,962	33,465	1,017,928	1,104,355
Total Funds carried forward (31st Dec)		**66,009**	**33,852**	**997,091**	**1,096,952**

Notes to Financial Statements for Year Ended December 2024 (continued)

11 Mission giving, donations and outreach	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023 ~
Mission giving and donations				
Bicester Christian Action - Food Bank	1,320	150	1,470	1,962
Christians Against Poverty	660	-	660	660
Kings World Ministry Trust - Sri Lanka	5,005	895	5,900	8,835
Latin Link - ministry support in Bolivia	2,640	-	2,640	2,640
Refugee Fund	-	3,608	3,608	1,789
Children's Society Collections	-	*	-	272
Ben Biscoe	300	500	800	-
Jeremy Wild-Smith	-	500	500	-
Gill Gifford	150	272	422	-
Movement in Worship	150	310	460	-
The Garden Tomb	500		500	-
British and Foreign Bible Society			-	1,000
Joel Davids-Austin (YWAM studies)			-	500
Church Mission Society			-	150
Scott and Hillary Dalton - Speakers gift			-	409
	10,725	**6,235**	**16,960**	**18,217**
Hardship and healing grants	-	**282**	**282**	**752**
Mission and evangelism				
Church outreach events	272	-	272	416
Cherish Ministry	-	996	996	1,350
Hope Church (Elmsbrook Outreach)	-	1,034	1,034	5,562
Schools Outreach Project Work	93	-	93	760
	365	**2,029**	**2,395**	**17,126**
Pioneer minister & School Outreach Worker Salaries/Wages	**7,116**	-	**7,116**	**9,767**
	18,206	**8,546**	**26,752**	**48,728**

~ 2023 comprises £20,101 unrestricted and £16,722 restricted.

* in 2024 this was given directly into the Children's Societies bank account

Notes to Financial Statements for Year Ended December 2024 (continued)

12 Transactions with Related Parties

Remuneration and benefits

Name of trustee or connected party	Legal authority	Salary	Employer Pension	2024 Total	Salary	Employer Pension	2023 Total
Rev Erika Biscoe (Pioneer Minister, Wife of Chair of Trustees and Ex Officio PCC member)	Contract of employment	15,766	631	16,397	14,836	593	15,429
Cheryl Clark (PCC member from November 2020)	Contract of employment	14,540	582	15,122	13,500	540	14,040
Barbara Walton (PCC member from November 2020)	Contract of employment	7,770	-	7,770	6,228	-	6,228
Ksenija Jackson (PCC Secretary from October 2024)	Contract of employment	1,928	77	2,005	-	-	-
Lesley Wasley (PCC member until July 2024)	Contract of employment	5,734	229	5,963	9,391	376	9,767

Other transaction(s) with trustees or related parties

Name of the trustee or related party	Relationship to the charity	Description of the transaction(s)	2024	2023
Joe Biscoe	Son of Rev Ian Biscoe (Chair of Trustees) and Rev Erika Biscoe	Joe is a plumber by trade and did some work for the church relating to installing new hot water heaters, a baptistry shower and replacing a broken hose in the kitchen. The Buildings and Utilities Team is responsible for the contract without involvement from the Revs Biscoe	860	1,585
Bicester & Islip Deanery	Emmanuel Church sits within the Bicester & Islip Deanery	Emmanuel Church has an arrangement with the Bicester & Islip Deanery to employ an administrative assistant on their behalf. Although this contract is with Emmanuel Church Bicester, the Deanery accepts full responsibility for all these costs and therefore the costs do not appear in the salary note as they are fully reimbursed. The employee is also an employee of the church in other roles (Ksenija Jackson). These costs are also not included in the salary amounts above. No member of ECB is on the Bicester & Islip Deanery Board.	3,120	2,860
Joel Davids-Austin	Son of a Trustee	Staff member of ECB, on internship for 1 year. Hiring and line management completely independent of his father Phil Austin who resigned as a trustee in March 23.	-	706

Trustee Donations

The aggregate value of donations made to the church by Trustees who served as PCC members and their related parties during the year was £36,802 (2023: £42,780) of which £823 (2023: £0) to restricted funds.

Notes to Financial Statements for Year Ended December 2024 (continued)

13 Agent for Hope into Action Investor Group

As part of the Hope into Action (HiA) initiative which is run together with Bicester Christian Action, Emmanuel Church Bicester holds the agency of funds held on behalf of the Trustees for the 22 investors who own the HiA house.

These funds are maintained to cover any capital expenditure during the 5 year life of the project. The funds for the previous project were held by Orchard Baptist Church as the lead church and changed hands as the project leadership changed hands.

These funds are managed by the Investor Trustees on behalf of the investors. Related party transactions are already disclosed above.

A balance of £5,173.75 was remaining in the fund at 31 December 2023, of this £1,763.40 was spent in 2024 at the instruction of the Investor Trustees, leaving a balance of £3,508.78 in a separate bank account in ECB's name at the 2024 year end. This account is not included in the accounts of ECB.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BICESTER EMMANUEL

England & Wales - Charity number 1146630

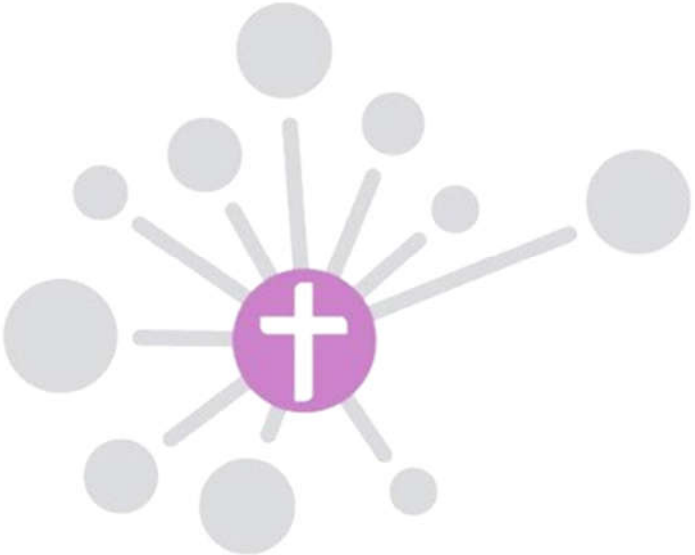
Accounts

Trustees' Annual Report and Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel

Registered charity no 1146630

Year ended 31 December 2023



Team Rector:
Revd Peter Wright
6 Tinkers Lane
Bicester, Oxon
OX26 6ES

Team Vicar:
Revd Ian Biscoe
8 Pippin Close
Bicester, Oxon
OX27 8AX

Church Address:
Emmanuel Church
2 Barberry Place
Bicester, Oxon
OX26 3HA

Bank:
The Co-operative Bank
Skelmersdale
Greater Manchester
WN8 3GH

Independent Examiner:
Andrew Churchill Stone – FCA DChA

Joint Treasurer:
Mr Brian Hall
Mr Adrian Stone

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2023.

Reference and administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The PCC is a charity registered with the Charity Commission. The full title of the charity is The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel, registered charity number 1146630 (working name Emmanuel Church Bicester PCC). The address of the church office is 2 Barberry Place, Bure Park, Bicester, Oxfordshire OX26 3HA

The trustees, members of the PCC, at the time of this report, were as follows:

Trustee	Appointed	Term	Basis of appointment
Revd Ian Biscoe	Chair – Incumbent		Ex Officio
Revd Erika Biscoe	Pioneer Minister		Ex Officio
Revd Chris Hunt	Pioneer Minister		Ex Officio
Revd Carol Hill	Associate Minister		Co-opted
Revd Peter Hill	Associate Minister		Co-opted
Philip Wilson	Licenced Lay Minister		Ex Officio
Roger Winson	Licenced Lay Minister	3-year term	Deanery Synod
Brian Hall	From May 2023	1-year term	Church Warden
Adrian Stone	From May 2023	1-year term	Church Warden/Treasurer
Maureen McNally	From May 2023	3-year term	Deanery Synod member / Assistant Warden
Cheryl Clark, Café Manager	From Nov 23 (guest from May 23 to Nov 23)	1-year term	Co-opted
Barbara Walton, Finance Manager	From May 2022 cont'd	1-year term	Co-opted
Lesley Wasley, Schools Outreach Worker	From May 2022 cont'd	1-year term	Co-opted
Helen Rossiter, PCC secretary	From May 2023	3-year term	PCC Secretary
Debbie Winson	From May 2021	3-year term	Elected
Rachel Jolly	From May 2021	3-year term	Elected
Debbi Pardoe	From May 2022	3-year term	Elected
Tim Howard	From May 2022	3-year term	Elected
Ian Godfrey	From May 2023	3-year term	Deanery Synod
Rebekah Moore	From May 2023	3-year term	Elected
Therese Adaran	From May 2023	3-year term	Elected
Elizabeth Winson	From May 2023	3-year term	Deanery Synod
Phil Croxford	From May 2023	3-year term	Elected
Annie Croxford	From May 2023	3-year term	Elected
During the year the following roles changed:			
Jeremy Wildsmith	May 2023	Retired	Church Warden
Karl Pardoe	May 2023	Retired	Church Warden
Mike Watermeyer	May 2023	Retired	Trustee
Naomi Wildsmith	May 2023	Retired	Deanery Synod
Katie Jenkinson	May 2023	Retired	Elected
Phil Trout	May 2023 to Nov 2023	Retired	3-year term elected

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel (PCC) is a corporate body. Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules.

PCC members are recruited in a number of ways. The incumbent and churchwardens are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected at the APCM and hold office for three years. Additionally, PCC members may on occasion be co-opted.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. It is responsible to keep accounting records, which disclose with reasonable accuracy the financial position of the PCC thus ensuring that the financial statements comply with the Charities Act 1993 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is to ensure that the financial statements are examined by an independent examiner or auditor prior to their presentation to the Annual Parochial Church Meeting.

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

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

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a "going concern" basis unless it is inappropriate to presume that the charity will remain in operation.

In addition to the PCC there are the following committees:

Standing Committee

This committee consists of the Team Vicar, the two churchwardens, treasurer and the secretary with other people being invited to the Standing Committee as guests where desired. At the moment, the Finance Manager is invited to the Standing Committee as there is no dedicated treasurer.

The committee has power to transact the business of the PCC between PCC meetings, subject to any directions given by the council, reporting to the full PCC as appropriate.

Other working groups

Our team structure is based around the five-fold ministries - Apostolic, Prophetic, Evangelism, Teaching and Pastoral. Incorporated within the teaching team is the preaching and children and youth work. Small groups, relationships and families work, including our schools outreach ministry are part of the Pastoral team. Worship

and prayer link in with the Prophetic team. The Evangelism team oversee our mission partner links, outreach events.

Administration and support structures

Our support team comprises one paid role of Finance Manager, and volunteers as PCC secretary, Child protection officer, social media, Buildings & Utilities Management and IT support, a part-time caretaker and a part-time cleaner. We also have a part time administrator paid for by the Deanery helping the Team Vicar further develop the Deanery Greenhouse ministry.

Deanery

Bicester Emmanuel is a parish lying within the wider Bicester Benefice, which is itself a part of the Bicester & Islip Deanery, in the Diocese of Oxford. As mentioned above, the Team Vicar of Emmanuel Church continues to work with the Diocese to establish the Bicester and Islip Deanery Greenhouse. This is a missional support and networking group to encourage missional ministry across the whole Deanery. Bicester Emmanuel volunteers are also leading the Deanery Pilgrim Paths project which is developing small pilgrimage walks between the churches in the Deanery supported by walk leaflets that are being published.

Objectives and activities

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

Statement of public benefit

The PCC confirms that we have referred to the Charity Commission's guidance on public benefit, in particular the specific guidance on charities for the advancement of religion, when reviewing the PCC's aims and objectives and in planning future activities. The PCC also confirms that the trustees (i.e. the PCC members) have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The PCC provides benefit to the public by:

- the provision of regular public worship that is open to all.
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved.
- the teaching of the Christian faith through sermons, home groups, children's meetings, and links with the local schools.
- the promotion of the Christian faith through various events organised by the PCC.
- the support of other charities involved in Christian outreach and development.

The vision of Emmanuel Church Bicester (ECB) is to lead people to a place where they can experience fullness of life through faith in our Lord Jesus Christ, (John 10:10) and discover healing and wholeness in the power of the Holy Spirit (1 Corinthians 12:1-11). We believe God is calling us as a church to be like streams of living water flowing out from the building into our local communities. (Ezekiel 47:1-12)

ECB relies on the voluntary work of about 90 people across its various ministries and the PCC very much appreciates their service to the church and the local community.

Achievements and performance

Review of the year

We have continued to focus our efforts on growing small and varied ministries rather than everything being based around Sunday mornings at ECB. This includes Hope Church, Space Makers for Families, the Bridge Café, Cherish, Chaplaincy and our children and youth ministries.

Some highlights from 2023 were:

- Holding a Worship conference ECB
- Celebrating an Easter Sunday baptism service
- Having a church weekend in May with a variety of events including camping at The Collett's farm.
- Hosting a Christmas Craft fayre.
- Converting our hot water supply to an electric water heating system.
- Changing our lighting systems to primarily LED lighting.

Electoral roll

The overall electoral roll was 164 at the APCM in May 2023 (162 in May 2022).

Sunday Services and attendance

The average attendance in 2023 for a Sunday morning service was 99 (In 2022 they were 87). The weekly average online viewing figures for 2023 were 81 views per week (In 2022 they were 107).

Hope Church at Elmsbrook

The church is in an interim phase where it is being led by a leadership team who came from ECB while the longer term strategic vision is being reviewed with the ECB Team Vicar maintaining supervisory capacity. Hope Church (Hope) still falls under the PCC for its wider governance. There is an average Sunday attendance of about 30 people (2022: 40). Hope Sunday services have begun to crystalise into a regular routine of meeting each Sunday in the business centre where the community are becoming aware of a church presence and visit from time to time. There are now three home groups which meet regularly every other week and on alternate weeks, Hope join together for 'equipping nights', growing together in areas such as prayer, discipleship and the prophetic.

A team from Hope also runs a cafe on Fridays together with volunteers from the local community for local residents and see around 50 people each week, including a number from the Ukrainian refugee population here in Bicester. Over the last year the church has run a number of seasonal events for the community including a Quiz night in aid of Tearfund and a processing carol service.

Forest Church

Forest Church is a gathering on the third Saturday every month sometime indoors and sometimes outdoors exploring ways of understanding and worshipping an all-powerful, all-seeing, perfect Creator God. The vision is:

- To allow people to enjoy being outdoors, seeing, hearing, smelling, and even tasting, some of the wonderful plants and animals of God's creation.
- To develop a sense of awe and wonder of God's greatness, from the galaxies to the spiral of a snail shell.
- To have time to reflect as an individual, and to have time to share with the gathering. Walking together allows conversations to develop, and a sense of community and fellowship to build.

For winter 2023/4, we are based in ECB, looking at the "I am" sayings of Jesus where He used elements from the natural world to explain that He was both man and God: Light for the world, the Bread of Life, the Gate to reconciliation with God and the Resurrection and Life. In the summer, we hope to get outside to "Discover nature and explore faith together".

Space Makers for families

Space Makers for families (a rebrand of Potato Church) is a family friendly gathering with a nutritious home cooked meal on the second Friday of every month, now in its third year. In 2023 we had a mix of people including those who are new or returning to church. The format is kept very simple to be a welcoming space where friendships can be fed. As people arrive after light refreshments, the children are invited play games or craft, with parents invited to chat about the joys and challenges of parenting. The formal part of the service begins a worship song as families are invited to the dinner table. Before the meal is served, the Schools Outreach worker leads everyone in a short time of prayer and reflection taken from Space Makers, which is both inclusive and invitational. During the meal, the families are encouraged to think about the questions written on cards on the tables. These are gentle wondering questions inspired by Space Makers. We hope to continue to provide a warm, loving welcome, physically warm space and a free hot meal for those in need and we trust God that seeds will grow as relationships grow and develop and as relationships built in the café and schools outreach work encourages new people to come.

Cherish

Cherish …*made for such a time as this*… is a six-week faith journey for teenage girls and women of all ages in which they discuss contemporary life issues such as low self-esteem, depression and eating disorders interwoven with the book of Esther, and where they are also taught a new skill of performing a basic manicure. Cherish is redemption through sharing story.
Cherish continues to flourish with a further two in house courses run in 2023 in March and November with a combination of youth and women.
Cherish is now running at Waddesdon Secondary school currently with the year10 girls as part of their PHSE programme.
Cherish products continue to be popular and are becoming a helpful source of income to help run the courses. We held a very successful Christmas craft fair in November with gross sales of £700 and where we also offered free hand massages. We also still have our products for sale in a local salon where sales are steady.

Chaplaincy

Wyndham Hall Care Home:

Carol Hill provides chaplaincy to Wyndham Hall Care Home (WHCH). WHCH has a strong core of practising Christians who have welcomed the friendship and support of visits from both the Bicester clergy and members of ECB. Since reaching 70 years of age last year, Carol has been granted Permission to Officiate (PTO) and reduced her hours. Until 2024 Carol provided a Service of Holy Communion for residents on a monthly basis. On discussion with the staff, it was felt that the one-to-one prayer and pastoral care were missed and that those who had preferred a more sacramental approach had since passed on. It was agreed that Carol would attend monthly and visit those who requested it. She is also available for end-of-life care as requested. The care home would still like Carol to provide services for 'high days and holidays'. Roger Winson has established a monthly worship service, with singing. This is much enjoyed by residents. It is hoped that others may be drawn into this particular ministry since residents like meeting people and sharing life with them.

HMP Grendon and Springhill:

Peter Hill provides chaplaincy in Grendon and Springhill prisons. Since the expiry of his license on reaching age 70 and becoming a PTO, he no longer attends during the week except for Team meetings and security briefings. There is currently a vacancy for a part time Roman Catholic chaplain which management have decided not to fill, this causes extra work for the rest of the team. As there is a new free church chaplain there is only the requirement to attend one Sunday a month except to cover holidays and sickness. Last year Bishop Alan of Buckingham confirmed four men. The numbers attending the Christmas Carol Concerts was also significantly higher. The congregation at Grendon remains quite static due to the length of time men spend there, but at Springhill it fluctuates due to discharges, and day release. Please pray that the work of sharing the good news

of Christ continues and make visitors to Emmanuel welcome as some of the men out for the day from Springhill have attended our morning worship.

Small groups

Most of our small groups meet in people's homes during the week. The number and structure of groups is kept under regular review. Newcomers to the church are encouraged to join a Small Group. Small groups are important in enabling people to stay connected and providing pastoral care and support.

Men's Ministry

The men's ministry is focused mainly on Tuesday evenings with an informal space where men can gather and talk over a coffee.

Youth ministry

This year has been another good year for youth ministry at ECB. We have had two main strands of our youth ministry this year:

- Once a month fun and social events, normally on the first Saturday of the month.
- A Sunday evening youth ministry together with young people from Zion Way Church. We completed Youth Alpha and then continued with weekly Bible study and Discipleship. The young people work together to prepare and lead a youth service where they lead all aspects of the meeting. Every meeting involves eating together.

Sunday Children's ministry

We run groups for children on a Sunday morning three out of every four weeks. This has been a huge commitment for our dedicated team of volunteers. Generally this is run as two separate age groups (0-4 years parent supervised and 5-11 years), however due to the small team the two groups have been combined for roughly 1-2 Sundays per month.

Schools outreach worker

The schools outreach worker has continued to build the relationship between ECB and Bure Park primary school as well as building relationships with Marsh Gibbon and St Edburg's schools. Space Makers and Be Space resources have been used as the primary tools for engaging children in the different schools from nursery through to year 4. All of these resources are used to help the children enter a more contemplative prayer/reflection space where they can focus on "being" rather than "doing" and develop a more nurturing environment towards themselves and each other. A Narnia themed Easter prayer space at ECB was created by the outreach worker and was supported by local Christians and clergy. This was enjoyed immensely by the children and adults who attended. It further helped strengthen the relationship with Bure Park school.

Music and worship

In 2023, the worship team has continued to adapt to the changes of 2022. Three people have been made the leads for worship (Hannah), teaching (Ian) and sound/visuals (Adrian).
We are still predominantly using iSing as trying to get regular musicians has remained a challenge. However, we are working towards developing a youth worship team and aiming to have a worship band at least once a month.

The Bridge Café

The cafe has been continuing well this past year and we have been able to build up good relationships with many of our regular customers. We have recently heard testimony from members of the church who chose Emmanuel partly due to the warm welcome received from cafe staff on their first visit. We are also seeing people from the cafe regularly attend our outreach services particularly at Christmas time. Having a welcome/pastoral person available on cafe days has also meant that we have been able to meet people where they are and offer support in times of need more easily.

Last summer was our second one with a full iced drinks menu which has become more popular and has definitely made a positive impact with customer numbers over the summer period. We also ran our Funday Fridays again this year which was again positively received by the community.
The cafe is having a positive effect for both the church and the local community. We pray that this continues in the year ahead and that God will provide volunteers as the harvest is great and the workers are few!

Mission Partners

Our Vision is to develop good links with a few carefully chosen Mission Partners. To give away to our Mission Partners, and other charities, a tithe of the money given to ECB.

Pastor Sriyamal and Doreen Fernando, Negombo, SRI LANKA.
Pastor Sriyamal has a passion for reaching people with the message of being saved through Jesus Christ. He is based in a church in the large coastal city of Negombo. They have 2 services each Sunday lead by volunteer pastors, Children's Church on Saturday evenings and Youth ministry and services in one of the local prisons where a New Year meal for 2,000 men was provided. The last half of 2023 was very rainy and in December a team replaced the roof sheeting on their church building. Ian and Erika visited Sriyamal and Doreen in April 2019, and since lockdown, they have had regular Zooms, so our links are very close. We hope that Sriyamal will be able to visit us for a sabbatical in summer 2024.

Marcelo and Silvana Vargas, La Paz, BOLIVIA.
Marcelo and Silvana had the vision to set up a Training Centre for Christian Mission in Bolivia about 30 years ago in La Paz. Students came to live on the campus for a week at a time for each module for each of the 10 modules a year. Since the start of the Covid pandemic, teaching of the mission training courses is on-line. This has meant that they can reach more students. Despite the limitations of this kind of learning, they have worked out ways to provide feedback and support each student. It is likely that they will continue on-line teaching in the future.

Links with the other Churches in Bicester

ECB is part of the 'Churches in Bicester' which is a strong organisation supported by ministers and church members. The ministers of different denominations enjoy a warm relationship and hold weekly breakfast meetings. This provides mutual help and support and furthers the ecumenical work in the town. The churches have a good working relationship, and currently work together on the following initiatives.

Refugee Support Group
The aim of CiBRS (Churches in Bicester Refugee Support) is to show the love of God to those displaced from their homeland through conflict by raising awareness through our networks within the churches, local authorities and local community, assisting with accommodation needs and supporting locally placed refugees through befriending, practical help, advice and signposting.

Christians Against Poverty
A team of people from various churches have been trained as CAP money coaches to deliver the CAP Money Course around Bicester. The aim is to help those who are struggling financially to gain control of their money and free them from the burden of debt.

Bicester Christain Action (BCA)
BCA is the charity that runs the Food Bank in Bicester gives boxes of nutritionally balanced food and support to people experiencing emotional or financial crisis. It continues to be busier than ever. This year ECB has also joined BCA and Hope into Action in running a refugee house for two Ukrainian families who otherwise be homeless to enable them to have affordable housing in the midst of the housing crisis in Bicester.

Plans for future periods

a) Work with the Hope Church leadership team to grow a sustainable ministry on the Elmsbrook estate, exploring future patterns of ministry.

b) Preparing for the visit of Pastor Sriyamal Fernando in July 2024.
c) Growing the Forest Church and Space Makers for Families ministries to reach out to people who do not engage with other patterns of ministry at ECB.
d) Work towards a zero-carbon church with longer term plans for electric heating systems, air source heat pumps, solar panels and battery storage.

The Financial review

Most our income is received through tax efficient giving schemes; thus we have been able to recover an £30,009 from HM Revenue & Customs in 2023 (2022: £27,861). The number of individuals who gave regularly in 2023 is 72 (2022: 69). The average gift given by these individuals not including one-off gifts was £132 (2022: £131). Having a regular income is vital to enable ECB to continue supporting the vision we have for our congregation and community. We are grateful to God for his provision in a year of hardship for many in our congregation.

Our total funds, including the capitalised cost of the building, decreased by £7,403 from £1,104,355 to 1,096,952. General funds increased from £52,962 to £66,009. The overall unrestricted (general plus designated) has increased from £86,427 to £99,861.

Restricted funds have decreased from £1,017,928 to £997,091 (this includes the capitalised building cost). The main movement relates to depreciation of £26,102 (2022: £31,922).

Grants and Donations

The PCC aims to devote not less than 10% of its unrestricted income to mission and outreach, shared between local, national, and international activities. As a part of this, during the year, the PCC made grants of 5.5% of unrestricted donations (2022: 8.9%). This decrease was due to a change in the missionaries that we support and it is expected that the balance will be redressed in 2024. In 2023, we have continued assisting individuals and families in hardship but have been able to do this through very generous gifts into a restricted fund for this purpose. Further details are shown in Note 11.

Risk assessment

The PCC have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. Maintenance, repair, or replacement of essential installations is carried out periodically so that key operational objectives of the PCC are delivered. Fire, safety and alarm checks and inspections occur on a regular basis as specified. All building and liability insurances are in place, reducing financial risk. The Diocese of Oxford recommended Safeguarding Policy has been adopted in full by the PCC.

Reserves Policy

The PCC aims to maintain general reserves at such a level that working capital is maintained at a level equivalent to approximately three to six months' general fund expenditure. Current reserves are approximately 4.54 months of general expenditure in a normal year so fall within this banding. The PCC is also aware that with the building getting older it needs to maintain some reserves for large building repairs. Current plans are for the designated funds along with the restricted maintenance fund to be set aside for this purpose totalling £41,052.

Approved by the PCC on the 19th of March 2024 and signed on its behalf by

Revd Ian Biscoe
Chairman

Independent Examiner's Report to Emmanuel Church Bicester Parochial Church Council

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel for the year ended 31 December 2023, which are set out on pages 12 to 22.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the accounts in accordance with the 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 by examination, I have followed all the applicable Directors given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's 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 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.

Andrew Churchill Stone – FCA DChA
Mercer Lewin
6-7 Citibase, New Barclay House
234 Botley Rd
Oxford
OX2 0HP

10 April 2024

Financial Statements for the Year Ended 31 December 2023
Statement of Financial Activities

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2023	Total Funds 2022 *
Income and endowments from:						
Donations and Legacies	2a	148,192	-	20,006	168,198	164,033
Charitable Activities	2b	26,086	-	545	26,631	21,786
Other	2c	12,037	-	1,720	13,757	6,398
Investments	2d	580	387	-	967	107
Total		**186,895**	**387**	**22,271**	**209,553**	**192,324**
Expenditure on:						
Raising Funds	3a	7,771	-	467	8,238	7,822
Charitable Activities	3b	165,813	-	16,803	182,616	178,624
Other Activities	3c	800	-	25,302	26,102	31,922
Total		**174,384**	**-**	**42,572**	**216,956**	**218,368**
Net Income/(Expenditure)		**12,511**	**387**	**(20,301)**	**(7,403)**	**(26,044)**
Transfers between Funds		**536**	**-**	**(536)**	**-**	**-**
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-
Gains/(losses) on investments		-	-	-	-	-
Net Movement in Funds		**13,047**	**387**	**(20,837)**	**(7,403)**	**(26,044)**
Reconciliation of funds:						
Total Funds brought forward (1st Jan)		52,962	33,465	1,017,928	1,104,355	1,130,399
Total Funds carried forward (31st Dec)		**66,009**	**33,852**	**997,091**	**1,096,952**	**1,104,355**

**see note 10 for full comparatives*

Approved by the PCC on 19th of March 2024 and signed on their behalf by

Revd Ian Biscoe (PCC chairman)

Adrian Stone (Acting PCC Treasurer)

Financial Statements for the Year Ended 31 December 2023

Balance Sheet

	Notes	Total 2023	Total 2022
Fixed Assets			
Tangible Assets	5(a)	956,509	977,799
Investments	5(b)	-	-
		956,509	**977,799**
Current Assets			
Stock		1,123	1,123
Debtors	6	14,222	6,588
Bank current account		127,519	125,179
Cash		186	186
Liabilities due in one year	7		
Creditors		(2,607)	(4,020)
Deferred Income		-	(2,500)
Net Current Assets/(Liabilities)		**140,443**	**126,556**
Liabilities due after one year		-	-
Total Net Assets		**1,096,952**	**1,104,355**
Parish Funds			
Unrestricted Funds			
General		66,009	52,962
Designated		33,852	33,465
		99,861	**86,427**
Restricted Funds		997,091	1,017,928
Endowment Funds		-	-
Total		**1,096,952**	**1,104,355**

The attached notes form part of these financial statements

Approved by the PCC on 19th of March 2024 and signed on their behalf by

Revd Ian Biscoe (PCC chairman) **Adrian Stone (Acting PCC Treasurer)**

Notes to Financial Statements for Year Ended December 2023

1. Accounting Policies

a. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable for charities preparing their accounts in accordance with FRS102 (effective 1 – January 2015) – (Charities SORP FRS102). Emmanuel Church PCC constitutes a public benefit entity as defined by FRS102.

b. Stock
Stock consists of Café and Cherish goods for resale and is valued at the lower of cost and net realisable value.

c. Fixed assets
Consecrated and benefice property is excluded from the accounts by s.10(2)(a) & (C) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). Assets are capitalised where the value is greater than £500 and depreciated as follows:
- Freehold property – not depreciated
- Plant and Machinery – 5-20 years
- Church Equipment – 3-5 years

d. Pensions policy
The PCC operates a defined contribution stakeholder pension scheme which is offered to all employees.

e. Assessment of going concern
Having reviewed the financial position, the Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern and have a reasonable expectation that the charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt a going concern basis in preparing the financial statements.

f. Statement of Cash Flows
The Charity is classified as a smaller charity and is therefore exempt from the requirement to include a Statement of Cash Flows in its financial statements. The trustees have taken advantage of this exemption in FRS 102 and SORP Update Bulletin 1 and have not presented a Statement of Cash Flows in these financial statements.

g. The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Description of Funds

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Designated Funds are part of the unrestricted funds earmarked by the PCC for a particular purpose.

Restricted funds comprise of two elements: -

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when paid. Expenditure is generally recognised when it is incurred and is accounted for gross.

Notes to Financial Statements for Year Ended December 2023 (continued)

2 Income and Endowments from:	2	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
Donations and Legacies	2a				
Voluntary Income/Receipts					
Tax efficient planned giving		87,411	8,040	95,451	95,736
Other planned giving		15,794	178	15,972	9,352
Collections at services		1,323	55	1,378	1,564
All other non-recurring giving, inc Special Appeals		13,507	7,531	21,038	18,383
Gift Aid recovered		26,157	3,852	30,009	27,861
Legacies received (capital value)		-	-	-	-
Grants: recurring (paid in more than one financial year)		-	-	-	-
HMRC Furlough		-	-	-	-
Diocese of Oxford - Cherish		-	-	-	11,137
Grants: non-recurring		4,000	350	4,350	-
		148,192	**20,006**	**168,198**	**164,033**
Charitable Activities	2b				
Church Activities					
Statutory Fees (retained by PCC)		531	-	531	160
Church cafe & events		24,183	545	24,728	21,554
Other		1,372	-	1,372	72
		26,086	**545**	**26,631**	**21,786**
Other Trading Activities	2c				
Activities for Generating Fund					
Church and room hire		12,037	-	12,037	5,130
Cherish Income		-	1,720	1,720	1,268
Other		-	-	-	0
		12,037	**1,720**	**13,757**	**6,398**
Investments	2d				
Bank Interest		967	-	967	107
		967	**-**	**967**	**107**
Total		**187,282**	**22,271**	**209,553**	**192,324**

Notes to Financial Statements for Year Ended December 2023 (continued)

3 Expenditure on:		Unrestricted Funds	Restricted Funds	Total Funds 2023		Total Funds 2022
Raising Funds	**3a**					
Costs of Generating Income						
Church cafe & events		7,441	459	7,900		7,650
Other		330	8	338		172
		7,771	**467**	**8,238**		**7,822**
Charitable Activities	**3b**					
Church Activities						
Mission giving and donations	*11*	9,453	8,570	18,023		20,083
Diocesan Parish Share Contribution		58,534	-	58,534		57,386
Salaries/Wages	*11*	50,678	-	50,678		47,318
Clergy and Staff Expenses		5,035	-	5,035		7,059
Church Expenses						
Church Expenses (Mission and Evangelism)	*11*	2,375	3,523	5,898		12,758
		2,346	-	2,346		
Church running expenses		21,755	4,710	26,465		23,650
Church utility bills		15,009	-	15,009		9,770
Cost of trading		-	-	-		-
Major Capital Expenditure						
Major Repairs to the Church		-	-	-		-
PCC Governance Costs		630	-	630		600
		165,815	**16,803**	**182,618**		**178,624**
Other - loan interest and depreciation	**3c**	800	25,302	26,102		31,922
		800	**25,302**	**26,102**		**31,922**
Total		**174,386**	**42,572**	**216,958**		**218,368**

Notes to Financial Statements for Year Ended December 2023 (continued)

4(a) Staff Costs

	2023	2022
Salaries and stipends	48,975	45,818
Employer pension contributions	1,702	1,500
	50,677	**47,318**

During the year the PCC employed 6 people on a part-time basis (2022: 6 people). Please see notes 11 and 12 for additional information. No employee's remuneration exceeded £60,000 (2022: nil). A stakeholder pension scheme is in operation and where appropriate the PCC contributes 4% of gross salary for each employee. There were no outstanding contributions owing to the pension scheme at 31 December 2023 (2022: nil).
The Church considers Rev Ian Biscoe (Chair of Trustees) along with the Standing Committee to be part of the key management personnel. Rev Ian Biscoe is paid by the Diocese of Oxford. Therefore the amount of employee benefits received by key management personnel for their services during the year £nil (2022: £nil).See note 12 for further details.

4(b) PCC Costs

Other than as disclosed in Note 12, there were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other expenses relating to their role as trustees.

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5(a) Tangible Fixed Assets

	Freehold Buildings	Plant and machinery	Church Equipment	Total
At Cost or Valuation				
As at 1 Jan 2023	743,004	549,439	29,690	1,322,133
Additions in the Year	-	4,812	-	4,812
Disposal in the Year	-	-	-	-
Revaluation (if any)	-	-	-	-
As at 31 Dec 2023	**743,004**	**554,251**	**29,690**	**1,326,945**
Accumulated Depreciation				
As at 1 Jan 2023	-	323,772	20,562	344,334
Charge for the Year	-	23,472	2,630	26,102
Disposals	-	-	-	-
As at 31 Dec 2023	**-**	**347,244**	**23,192**	**370,436**
Net Book Value at 1 Jan 2023	**743,004**	**225,667**	**9,128**	**977,799**
Net Book Value at 31 Dec 2023	**743,004**	**207,007**	**6,498**	**956,509**

5(b) Investments - none

Notes to Financial Statements for Year Ended December 2023 (continued)

6 Debtors

	2023	2022
Gift aid reclaims	3,062	1,888
Loan Receivable	4,000	
Prepayments	115	453
Other Debtors	7,045	1,951
	14,222	**4,292**

7 Liabilities

	2023	2022
Amounts falling due in one year		
Trade creditors	2,607	4,020
Deferred grant income	-	2,500
	2,607	**6,520**
Amounts falling due after one year		
Loans and overdrafts	-	-

At the year end, the amount due to the pension scheme was Nil (2021: Nil)

8 Analysis of Net Assets - 2023

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2023
Fixed Assets	6,777	-	949,732	956,509
Current Assets	61,562	33,852	47,636	143,050
Liabilities: Amounts falling due within one year	(2,330)	-	(277)	(2,607)
	66,009	33,852	997,091	1,096,952

Analysis of Net Assets - 2022

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2022
Fixed Assets	2,765	-	975,034	977,799
Current Assets	56,718	33,465	42,893	133,076
Liabilities: Amounts falling due within one year	(6,520)	-		(6,520)
	52,963	33,465	1,017,927	1,104,355

Notes to Financial Statements for Year Ended December 2023 (continued)

9 Funds Reconciliation

	Reserves at 1 Jan 23	Incoming Resources	Resources Expended	Transfers Between Funds	Reserves at 31 Dec 23
Unrestricted Funds					
General funds	52,351	162,712	152,748	3,083	65,398
Café	611	24,183	21,636	(2,547)	611
Total General and Cafe Funds	**52,962**	**186,895**	**174,384**	**536**	**66,009**
Designated Funds					
PCC Reserve Fund	33,465	387	-	-	33,852
Total Designated Funds	**33,465**	**387**	**-**	**-**	**33,852**
Total Unrestricted funds	**86,427**	**187,282**	**174,384**	**536**	**99,861**
Restricted Funds					
Building Fund	968,172	-	23,191	-	944,981
Maintenance Fund	7,200	-	-	-	7,200
Livestreaming Fund	6,861	-	2,111	-	4,750
Hope Church	19,034	10,304	5,562	(410)	23,366
Hardship Fund	5,950	410	752	410	6,018
Kings Word Ministry Trust	40	6,168	6,108	-	100
Cherish Ministry	4,629	2,342	1,349	-	5,622
New Wine & Other Christian Conferences	536	-	-	(536)	-
Refugee Fund	-	1,992	1,790	-	202
Bicester Food Bank	-	400	642	394	152
John Williams Fund	4,410	-	-	-	4,410
Other restricted funds	1,096	655	1,067	(394)	290
Total Restricted Funds	**1,017,928**	**22,271**	**42,572**	**(536)**	**997,091**
Total Funds	**1,104,355**	**209,553**	**216,956**	**-**	**1,096,952**

Café Fund relates to the operation of the Café and includes all income from sales and purchase of food and related salary costs.

PCC Reserve Fund represents funds for which the PCC have discretion on how they are used.

Building Fund represents the net book value of the church building and the bulk of its plant, fixtures and other equipment; in prior years the Diocese Loan was included in this fund.

Livestreaming Fund represents the net book value of the Livestreaming Equipment purchased during COVID 19 lockdowns.

Maintenance Fund comprises funds specifically donated for future major repairs of the Church building

Hope Church funds mission activities on the Elmsbrook estate for which funds are being donated.

Hardship Fund is used to pay grants to individuals.

Kings Word Ministry Trust is restricted donations are given to the Kings Word Ministry Trust in Sri Lanka.

Cherish Ministry fund is to the Cherish ministry.

Notes to Financial Statements for Year Ended December 2023 (continued)

New Wine & Other Christian Conferences was used to subsidise the church's trip to Big Church Day Out in 2023.

Refugee Fund represents funds given specifically for work with refugees in the Bicester area.

Bicester Food Bank represents funds given to be used for the work of the Bicester Food Bank.

John Williams Fund represents funds received to encourage those in various types of ministry training.

Other restricted funds includes smaller restricted funds given for specific ministries of the church.

10

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022
Income and endowments from:				
Donations and Legacies	134,877	-	29,156	164,033
Charitable Activities	21,046	-	740	21,786
Other	5,130	-	1,268	6,398
Investments	64	43	-	107
Total	**161,117**	**43**	**31,164**	**192,324**
Expenditure on:				
Raising Funds	6,055	-	1,767	7,822
Charitable Activities	152,599	-	26,025	178,624
Other Activities	949	-	30,973	31,922
Total	**159,603**	**-**	**58,765**	**218,368**
Net Income/(Expenditure)	**1,514**	**43**	**(27,601)**	**(26,044)**
Transfers between Funds	**(127)**	**-**	**127**	**-**
Other recognised gains/(losses):				
Gains/(losses) on revaluation of fixed assets	-	-	-	-
Gains/(losses) on investments	-	-	-	-
Net Movement in Funds	**1,387**	**43**	**(27,474)**	**(26,044)**
Reconciliation of funds:				
Total Funds brought forward (1st Jan)	51,575	33,422	1,045,402	1,130,399
Total Funds carried forward (31st Dec)	**52,962**	**33,465**	**1,017,928**	**1,104,355**

Notes to Financial Statements for Year Ended December 2023 (continued)

11 Mission giving, donations and outreach	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
Mission giving and donations				
Bicester Christian Action - Food Bank	1,320	642	1,962	1,889
Christians Against Poverty	660	-	660	655
Kings World Ministry Trust - Sri Lanka	2,727	6,108	8,835	6,541
Latin Link - ministry support in Bolivia	2,640	-	2,640	2,640
British and Foreign Bible Society	1,000	-	1,000	-
Joel Davids-Austin (YWAM studies)	500		500	-
Church Mission Society	150	-	150	2,640
Scott and Hillary Dalton - Speakers gift	162	247	409	153
Refugee Fund	-	1,789	1,789	402
Children's Society Collections	-	272	272	95
Friends of CME Trust	-	-	-	2,231
Be Space	-	-	-	250
Advent Worldwide - Ben Biscoe	-	-	-	150
Christine Larkin - Speakers gift	-	-	-	350
	9,159	**9,058**	**18,217**	**17,996**
Hardship and healing grants	-	**752**	**752**	**1,703**
Mission and evangelism				
Church outreach events	416	-	416	1,869
Cherish Ministry	-	1,350	1,350	7,478
Hope Church (Elmsbrook Outreach)	-	5,562	5,562	7,249
Schools Outreach Project Work	760	-	760	530
	1,176	**6,912**	**8,088**	**17,126**
Pioneer minister & School Outreach Worker Salaries/Wages	**9,767**	**-**	**9,767**	**12,304**
	20,101	**16,722**	**36,823**	**48,728**

*2022 comprises £23,485 unrestricted and £25,243 restricted.

Notes to Financial Statements for Year Ended December 2023 (continued)

12 Transactions with Related Parties

Remuneration and benefits

Name of trustee or connected party	Legal authority	Salary	Employer Pension	2023 Total	Salary	Employer Pension	2022 Total
Rev Erika Biscoe (Pioneer Minister, Wife of Chair of Trustees and Ex Officio PCC member)	Contract of employment	14,836	593	15,429	14,239	570	14,808
Lesley Wasley (PCC member from November 2020)	Contract of employment	9,391	376	9,767	8,736	349	9,085
Cheryl Clark (PCC member from November 2020)	Contract of employment	13,500	540	14,040	12,558	502	13,060
Barbara Walton (PCC member from November 2020)	Contract of employment	6,228	-	6,228	5,500	-	5,500

Other transaction(s) with trustees or related parties

Name of the trustee or related party	Relationship to the charity	Description of the transaction(s)	2023	2022
Joel Davids-Austin	Son of a Trustee	Staff member of ECB, on internship for 1 year. Hiring and line management completely independent of his father Phil Austin who resigned as a trustee in March 23.	706	2,264
Mike Watermeyer	Trustee	Mike is a website designer. He designed our new website through his own company and was given a small remuneration for his services.	-	500
Joe Biscoe	Son of Chair of Trustees (Rev Ian Biscoe) and Rev Erika Biscoe	Joe is a plumber by trade and did some work for the church relating to replacing parts on the boiler and bathroom taps. The Buildings and Utilities Team is responsible for the contract without involvement from the Revs Biscoe	1,585	-

The aggregate value of donations made to the church by Trustees who served as PCC members and their related parties during the year was £42,780 (2022: £38,132) and £0 (2022: £100) to restricted funds.

13 Agent for Hope into Action Investor Group

As part of the Hope into Action (HiA) initiative which is run together with Bicester Christian Action, Emmanuel Church Bicester holds the agency of funds held on behalf of the Trustees for the 22 investors who own the HiA house. These funds are maintained to cover any capital expenditure during the 5 year life of the project. The funds for the previous project were held by Orchard Baptist Church as the lead church and changed hands as the project leadership changed hands. These funds are managed by the Trustees on behalf of the investors. Related party transactions are already disclosed above. A balance of £20,000 was put into the fund in 2023, of this £14,873.78 was spent at the instruction of the Trustees with £47.53 of interest earned, leaving a balance of £5,173.75 in a separate bank account in ECB's name at year end. This account is not included in the accounts of ECB.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BICESTER EMMANUEL

England & Wales - Charity number 1146630

Accounts

Trustees' Annual Report and Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel

Registered charity no 1146630

Year ended 31 December 2022

Team Rector:
Revd Peter Wright
6 Tinkers Lane
Bicester, Oxon
OX26 6ES

Team Vicar:
Revd Ian Biscoe
8 Pippin Close
Bicester, Oxon
OX27 8AX

Church Address:
Emmanuel Church
2 Barberry Place
Bicester, Oxon
OX26 3HA

Bank:
The Co-operative Bank
Skelmersdale
Greater Manchester
WN8 3GH

Independent Examiner:
Andrew Churchill Stone – FCA DChA

Joint Treasurer:
Mr Karl Pardoe
Mr Jeremy Wildsmith

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2022.

Reference and administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The PCC is a charity registered with the Charity Commission. The full title of the charity is The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel, registered charity number 1146630 (working name Emmanuel Church Bicester PCC). The address of the church office is 2 Barberry Place, Bure Park, Bicester, Oxfordshire OX26 3HA

The trustees, members of the PCC, at the time of this report, were as follows:

Trustee	Appointed	Term	Basis of appointment
Revd Ian Biscoe	Chair – Incumbent		Ex Officio
Revd Carol Hill	Associate Minister		Guest/PTO
Revd Peter Hill	Associate Minister		Guest/PTO
Revd Erika Biscoe	Pioneer Minister		Ex Officio
Revd Chris Hunt	Pioneer Minister		Ex Officio
Philip Wilson	Licenced Lay Minister		Ex Officio
Roger Winson	Licenced Lay Minister		Ex Officio
Jeremy Wildsmith, Churchwarden	From October 2022	1-year term	Ex Officio
Karl Pardoe, Churchwarden	From May 2022 re-elected	1-year term	Ex Officio
Cheryl Clark, Café Manager	From May 2022 cont'd	1-year term	Co-opted
Barbara Walton, Finance Manager	From May 2022 cont'd	1-year term	Co-opted
Lesley Wasley, Schools Outreach Worker	From May 2022 cont'd	1-year term	Co-opted
Helen Davies, PCC secretary	From September 2020	3-year term	PCC Secretary
Debbi Pardoe	From May 2022	3-year term	Elected
Mike Watermeyer	From April 2022 re-elected	1-year term	Elected
Elizabeth Winson	From May 2022	1-year term	Deanery Synod
Phil Croxford	From October 2020	3-year term	Elected
Annie Croxford	From October 2020	3-year term	Elected
Tim Howard	From May 2022	3-year term	Elected
Debbie Winson	From May 2021	3-year term	Elected
Rachel Jolly	From May 2021	3-year term	Elected
Adrian Stone	From May 2021	3 year term	Elected
Katie Jenkinson	From May 2021	3-year term	Elected
Naomi Wildsmith	From September 2022	1-year term	Deanery Synod
During the year the following roles changed:			
Tim Howard	April 2022	Churchwarden	Retired
Charley Day	May 2022	Trustee	Retired
Phil Austin	From Jun 22 to Jan 23	3 year term	Retired
Jeremy Wildsmith	October 2022	Trustee	Retired
Heather Hindmarsh	November 2022	Deanery Synod	Retired

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel (PCC) is a corporate body. Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules.

PCC members are recruited in a number of ways. The incumbent and churchwardens are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected at the APCM and hold office for three years. Additionally, PCC members may on occasion be co-opted.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. It is responsible to keep accounting records, which disclose with reasonable accuracy the financial position of the PCC thus ensuring that the financial statements comply with the Charities Act 1993 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is to ensure that the financial statements are examined by an independent examiner or auditor prior to their presentation to the Annual Parochial Church Meeting.

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

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

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a "going concern" basis unless it is inappropriate to presume that the charity will remain in operation.

In addition to the PCC there are the following committees:

Standing Committee

This committee consists of the Team Vicar, the two churchwardens, treasurer and the secretary with other people being invited to the Standing Committee as guests where desired.

The committee has power to transact the business of the PCC between PCC meetings, subject to any directions given by the council, reporting to the full PCC as appropriate.

Other working groups

Our team structure is based around the five-fold ministries - Apostolic, Prophetic, Evangelism, Teaching and Pastoral. Incorporated within the teaching team is the preaching and children and youth work. Small groups, relationships and families work, including our schools outreach ministry are part of the Pastoral team. Worship and prayer link in with the Prophetic team. The Evangelism team oversee our mission partner links, outreach events and Alpha.

Administration and support structures

Our support team comprises one paid role of Finance Manager, and volunteers as PCC secretary, Child protection officer, social media, Buildings & Utilities Management and IT support, a part-time caretaker and as of January 2023 a part-time cleaner. We are also looking to recruit a part time administrator for 4 hours per week to support the vicar.

Deanery

Bicester Emmanuel is a parish lying within the wider Bicester Benefice, which is itself a part of the Bicester & Islip Deanery, in the Diocese of Oxford. During 2021 the Team Vicar of Emmanuel Church has been working with the Diocese to establish the Bicester and Islip Deanery Greenhouse. This is a missional support and networking group to encourage missional ministry across the whole Deanery.

Objectives and activities

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

Statement of public benefit

The PCC confirms that we have referred to the Charity Commission's guidance on public benefit, in particular the specific guidance on charities for the advancement of religion, when reviewing the PCC's aims and objectives and in planning future activities. The PCC also confirms that the trustees (i.e. the PCC members) have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The PCC provides benefit to the public by:

- the provision of regular public worship that is open to all.
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved.
- the teaching of the Christian faith through sermons, home groups, children's meetings, and links with the local schools.
- the promotion of the Christian faith through various events organised by the PCC.
- the support of other charities involved in Christian outreach and development.

The vision of Emmanuel Church Bicester (ECB) is to lead people to a place where they can experience fullness of life through faith in our Lord Jesus Christ, (John 10:10) and discover healing and wholeness in the power of the Holy Spirit (1 Corinthians 12:1-11). We believe God is calling us as a church to be like streams of living water flowing out from the building into our local communities. (Ezekiel 47:1-12)

ECB relies on the voluntary work of so many people and the PCC very much appreciates their service to the church and the local community.

Achievements and performance

Review of the year

This is the first year for some time where the COVID-19 restrictions have been lifted and we can begin to rebuild church life. The pandemic has given everyone the opportunity to re-evaluate priorities and the church is no different. We have refocused our efforts on growing small and varied ministries rather than everything being based around Sunday mornings at ECB. This includes Hope Church, Forest Church, Café Church, Cherish, Chaplaincy and our children and youth ministries.

Some highlights from 2022 were:

- Employing a youth intern for 12 months starting January 2022.
- Interviewing and appointing a new Team Rector.
- Chris Hunt being priested in June.
- Developing our links with Zion Way Church.
- A Prophecy Day lead by Christine Larkin in October.
- Roger Winson becoming a Licensed Lay Minister in November.
- In December celebrating 20 years since ECB started and 10 years since we opened our new church building.

Electoral roll

The overall electoral roll was 162 at the APCM in May 2022 up from 153 in May 2021.

Sunday Services and attendance

The average attendance in 2022 for a Sunday morning service was 87 (In 2021 they were 57). The weekly average online viewing figures for 2022 were 107 views per week (In 2021 they were 133).

Hope Church at Elmsbrook

The church is led by Chris Hunt, a Pioneer Curate and a team of people who came from ECB. ECB continues to oversee the plant through direct oversight from Ian Biscoe as Chris' training incumbent and via the PCC for which Hope Church (Hope) still falls under for wider governance. In addition to the 10-15 families who came from ECB, Hope has added to its number within the last year, from both de-churched and new believers in the area; membership is currently around 70 adults and children with an average Sunday attendance of 40 people. Hope Sunday services have begun to crystalise into a regular routine of meeting each Sunday in the business centre where the community are becoming aware of a church presence and visit from time to time. There are now three home groups which meet regularly every other week and on alternate weeks, Hope join together for 'equipping nights', growing together in areas such as prayer, discipleship and the prophetic.

Chris and a team from Hope also run a cafe on Fridays for local residents and see between 50 and 100 people each week, including a significant number from the Ukrainian refugee population here in Bicester. Over the last year the church has run an Alpha course, attended by 20+ people as well as seasonal events for the community including a Light Party, Easter day outdoor service and a processing carol service. We were also able to be a part of collaboratively establishing the Bicester Food Hub, who give out free food twice a week on the estate..

Forest Church

Forest Church is an outdoor gathering on the third Saturday every month exploring ways of understanding and worshipping an all-powerful, all-seeing, perfect Creator God. The vision is:

- To allow people to enjoy being outdoors, seeing, hearing, smelling, and even tasting, some of the wonderful plants and animals of God's creation.
- To develop a sense of awe and wonder of God's greatness, from the galaxies to the spiral of a snail shell.
- To have time to reflect as an individual, and to have time to share with the gathering. Walking together allows conversations to develop, and a sense of community and fellowship to build.

For winter 2022-3, we are based in ECB, looking at some of Jesus' parables, where He used elements from the natural world to illustrate the Kingdom of Heaven and its growth: treasure, yeast, light from a lamp, harvesting and lost sheep. We plan some Creation Walks for the summer.

Café Church

Café church is a family friendly gathering with a simple meal on the second Friday of every month, now in its second year. In 2022 we had a mix of people including those who are new or returning to church. The format is kept very simple to be a welcoming space where friendships can be fed. As people arrive, they are invited to gather and play board games or craft at their table for about half an hour. The formal part of the service begins with the leader introducing a bible story and some questions for people to ponder or talk about on their tables as they eat tea. The service ends with a short prayer and song. The vision is that in chatting and talking with each other, we can learn like the disciples did when gathering around Jesus, asking questions and talking with each other. We are looking forward to 2023 and a rebrand to 'Potato Church', trusting God for hidden growth and to be a space for those who don't feel like they would fit into the normal church 'orchard'.

Cherish

Cherish *...made for such a time as this...* is a six-week faith journey for teenage girls and women of all ages in which they discuss contemporary life issues such as low self-esteem, depression and eating disorders interwoven with the book of Esther, and where they are also taught a new skill of performing a basic manicure.

- Two in-house courses were run in 2022, with youth from our youth group helping facilitate the course which included women and girls from across the churches in Bicester.
- We were again able to run face-to-face training courses for trainers in February and in October which should bear fruit in new courses being run in other places across the UK. We are hoping to have a training day specifically geared towards school chaplains having run the course at a school and realising that there are special needs in this environment.
- We have been able to improve our course material with newly filmed videos to share stories reducing the number of people needed to run a course, new digital flipbooks to reduce paper for both the courses and the training courses, and newly designed journals for those who still prefer paper. All of these were funded with a Diocese Development Funding grant that ended in December 2022.
- Our product sales have continued to flourish, with a church member even being able to promote the products in the hair salon where she works. The profits of these go towards the costs of the course and enable us to tell people about Cherish.

Chaplaincy

Wyndham Hall Care Home:

Carol Hill provides chaplaincy to Wyndham Hall Care Home (WHCH). WHCH has a strong core of practising Christians who have welcomed the friendship and support of visits from both the Bicester clergy and members of ECB. Carol's Licence came to an end on reaching 70 years of age, and so she has been granted Permission to Officiate (PTO) and reduced her hours. Consequently, Carol now only provides a monthly Service of Holy Communion to the residents and is also available for end-of-life and individual pastoral care as requested. There is a hope to involve more people from ECB in the future. She is currently assisted by Roger Winson.

HMP Grendon and Springhill, and HMP Prison Woodhill:

Peter Hill provides chaplaincy in Grendon and Springhill prisons. Since the expiry of his license on reaching age 70 and becoming ga PTO, he no longer attends during the week except for Team meetings. As there is currently a chaplaincy gap Peter has been attending for two Sundays per month, presiding over four services, two of the word and two communion. It has been a time for change at Grendon and Springhill as a new Lead Chaplain was appointed, Father Anton a Roman Catholic Priest. Please hold him up in your prayers. Peter has also had his clearance renewed by the anti-terrorism unit for another five years allowing him to carry on preaching and sharing the good news of Christ with the men incarcerated at His Majesty's Pleasure.

Small groups
Most of our small groups meet in people's homes during the week. The number and structure of groups is kept under regular review. Newcomers to the church are encouraged to join a Small Group. Small groups are important in enabling people to stay connected and providing pastoral care and support.

Men's Ministry
The men's ministry is focused mainly on Tuesday evenings with an informal space where men can gather and talk over a coffee.

Youth ministry
This year has been a good year for youth ministry at ECB. In January we recruited a youth intern who built upon the excellent work that had previously been done with the young people during lock down and for many years before that. We have had three main strands of our youth ministry this year:

- Once a month fun and social events.
- Thursday evening Grid meetings that have continued online
- A Sunday evening youth ministry lead by our youth intern and supported by his family.

We have worked closely with young people from Zion Way Church which has been very positive for all involved.

Sunday Children's ministry
We have run groups for children on a Sunday morning three out of every four weeks. This has been a huge commitment for our dedicated team of volunteers. This has been in two groups roughly infant and junior age groups. Alongside the Sunday groups we have continued to develop our puppet ministry growing the team and receiving training and support.

Schools outreach worker
The schools outreach worker has continued to build on the relationship between ECB and Bure Park primary school. She has supported both school and parents in family meetings and has liaised with the school nursery staff to facilitate visits to the church café for staff, children and parents. This included a Godly Play presentation at Christmas during the nursery Christmas assembly for parents which took place in the worship space at ECB. Outreach has taken the form of Chaplaincy at St Edburg's primary school which included nurturing sessions for children, Space Makers prayer and reflection for children and staff and one to one sessions for staff well-being. In addition, prayer and reflection spaces were developed at both St Edburg's and Glory Farm primaries with the help of Christians from ECB and other churches in Bicester, in collaboration with BeSpace.

Music and worship
At the beginning of 2022 our music and worship continued as usual but has faced change later in the year. Our two key worship leaders decided after a sabbatical to leave the church which has meant complete restructuring of the worship team. New people have joined, and others have stepped into leadership roles. We have started to use iSing Worship as a backing track system to support our limited number of musicians. A number of the youth group have become involved both with music and becoming part of the sound and visuals team.

The Bridge Café
The Café has remained a strong ministry this year and we have been able to support various people at difficult times offering free coffee, a safe space after minor accidents and pointing people towards extra help they might need (e.g. food bank). We have been able to invite and encourage people along to Cafe/Potato church and have been able to support the Cherish ministry by selling products and explaining the ministry to those who ask.

We did our first full summer opening this year with a full range of iced and blended cold drinks. On the Fridays during summer we offered a holiday club style ministry alongside the Café which was very popular and very well spoken of by church and non-church families alike. While the summer did not bring in the same revenue as term time it was a really valuable time and brought in lots of new families offering opportunity for growth.

The cafe volunteers are a very dedicated team, but we are always looking for more members to help strengthen our services to the community here. It's definitely been a productive and positive year both in terms of ministry and turning a monetary profit for the first time in a long while.

Mission Partners

Our Vision is to develop good links with a few carefully chosen Mission Partners. To give away to our Mission Partners, and other charities, a tithe of the money given to ECB.

Pastor Sriyamal and Doreen Fernando, Negombo, SRI LANKA.

Pastor Sriyamal has a passion for reaching people with the message of being saved through Jesus Christ. He is based in a church in the large coastal city of Negombo. They have 2 services each Sunday lead by volunteer pastors, Children's Church on Saturday evenings and Youth ministry and services in one of the local prisons where a New Year meal for 700 men was provided. Sriyamal has only been able to visit the three branch churches in rural areas occasionally on his motorbike as petrol has been strictly rationed for most of 2022. Ian and Erika visited Sriyamal and Doreen in April 2019, and since lockdown, they have had fortnightly Zooms, so our links are very close. We hope that Sriyamal will be able to visit us for a sabbatical in 2023.

Marcelo and Silvana Vargas, La Paz, BOLIVIA.

Marcelo and Silvana had the vision to set up a Training Centre for Christian Mission in Bolivia about 30 years ago in La Paz. Students came to live on the campus for a week at a time for each module for each of the 10 modules a year. Since the start of the Covid pandemic, teaching of the mission training courses is on-line. This has meant that they can reach more students. Despite the limitations of this kind of learning, they have worked out ways to provide feedback and support each student. It is likely that they will continue on-line teaching in the future.

Kailean and Kim Khongsai, Limmy and Zoui. Southall, London, UK.

Kailean and Kim come from NE India, and work for A Rocha, the Christian conservation charity. They help manage the Wolf Fields Urban Nature Reserve in Southall, which provides a welcome green space for people of many different faiths and none. The A Rocha team builds up relationships with local people so they can ask questions about the Christian faith. Kailean was accepted for ordination training in the Church of England, so he has been paid by his Diocese since October.

Links with the other Churches in Bicester

ECB is part of the 'Churches in Bicester' which is a strong organisation supported by ministers and church members. The ministers of different denominations enjoy a warm relationship and hold weekly breakfast meetings. This provides mutual help and support and furthers the ecumenical work in the town. The churches have a good working relationship, and currently work together on the following initiatives.

Refugee Support Group

The aim of CiBRS (Churches in Bicester Refugee Support) is to show the love of God to those displaced from their homeland through conflict by raising awareness through our networks within the churches, local authorities and local community, assisting with accommodation needs and supporting locally placed refugees through befriending, practical help, advice and signposting.

Christians Against Poverty

A team of people from various churches have been trained as CAP money coaches to deliver the CAP Money Course around Bicester. The aim is to help those who are struggling financially to gain control of their money and free them from the burden of debt.

Bicester Food Bank

The Food Bank gives boxes of nutritionally balanced food and support to people experiencing emotional or financial crisis. The Bicester Food Bank has recently moved to a new premise in Wesley Lane, Bicester.

Plans for future periods

a) Support the Hope Church team to grow a sustainable ministry on the Elmsbrook estate.
b) Grow the Bicester Forest Church ministry to become a congregation in its own right.
c) Grow the Potato Church ministry to become a congregation in its own right.
d) Grow the Bicester and Islip Deanery Greenhouse.
e) Continue to develop the schools outreach work particularly in Bure Park School.
f) Build on our existing youth ministries to plant a youth church across Bicester.

The Financial review

Most our income is received through tax efficient giving schemes; thus we have been able to recover an £27,861 from HM Revenue & Customs in 2022 (2021: £31,152). The number of individuals who gave regularly in 2022 is 69 (2021: 65). The average gift given by these individuals not including one-off gifts was £131 (2021: £146). Having a regular income is vital to enable ECB to continue supporting the vision we have for our congregation and community. We are grateful to God for his provision in a year of hardship for many in our congregation.

Our total funds, including the capitalised cost of the building, decreased by £26,044 from £1,130,399 to £1,104,355. General funds increased from £51,575 to £52,962. The overall unrestricted (general plus designated) has increased from £84,997 to £86,427.

Restricted funds have decreased from £1,045,402 to £1,017,928 (this includes the capitalised building cost). The main movement relates to depreciation of £31,921 (2021: £32,834).

Grants and Donations

The PCC aims to devote not less than 10% of its unrestricted income to mission and outreach, shared between local, national, and international activities. As a part of this, during the year, the PCC made grants of 8.9% of unrestricted donations (2021: 7.7%). In 2022, we have continued assisting individuals and families in hardship but have been able to do this through very generous gifts into a restricted fund for this purpose. Further details are shown in Note 11.

Risk assessment

The PCC have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. Maintenance, repair, or replacement of essential installations is carried out periodically so that key operational objectives of the PCC are delivered. Fire, safety and alarm checks and inspections occur on a regular basis as specified. All building and liability insurances are in place, reducing financial risk. The Diocese of Oxford recommended Safeguarding Policy has been adopted in full by the PCC.

Reserves Policy

The PCC aims to maintain general reserves at such a level that working capital is maintained at a level equivalent to approximately three to six months' general fund expenditure. Current reserves are approximately 3.98 months of general expenditure in a normal year so fall within this banding. The PCC is also aware that with the building getting older it needs to maintain some reserves for large building repairs. Current plans are for the designated funds along with the restricted maintenance fund to be set aside for this purpose totalling £40,665.

Approved by the PCC on the 21st of March 2023 and signed on its behalf by

Revd Ian Biscoe
Chairman

Independent Examiner's Report to Emmanuel Church Bicester Parochial Church Council

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel for the year ended 31 December 2022, which are set out on pages 12 to 22.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the accounts in accordance with the 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 by examination, I have followed all the applicable Directors given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's 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 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

Andrew Churchill Stone – FCA DChA
Mercer Lewin
41 Cornmarket Street
Oxford
OX1 3HA

31 March 2023

Financial Statements for the Year Ended 31 December 2022
Statement of Financial Activities

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2022	Total Funds 2021 *
Income and endowments from:						
Donations and Legacies	2a	134,877	-	29,156	164,033	191,549
Charitable Activities	2b	21,046	-	740	21,786	7,991
Other	2c	5,130	-	1,268	6,398	3,693
Investments	2d	64	43	-	107	18
Total		**161,117**	**43**	**31,164**	**192,324**	**203,251**
Expenditure on:						
Raising Funds	3a	6,055	-	1,767	7,822	2,481
Charitable Activities	3b	152,599	-	26,025	178,624	162,936
Other Activities	3c	949	-	30,973	31,922	32,834
Total		**159,603**	**-**	**58,765**	**218,368**	**198,251**
Net Income/(Expenditure)		**1,514**	**43**	**(27,601)**	**(26,044)**	**5,000**
Transfers between Funds		**(127)**	**-**	**127**	**-**	**-**
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-
Gains/(losses) on investments		-	-	-	-	-
Net Movement in Funds		**1,387**	**43**	**(27,474)**	**(26,044)**	**5,000**
Reconciliation of funds:						
Total Funds brought forward (1st Jan)		51,575	33,422	1,045,402	1,130,399	1,125,399
Total Funds carried forward (31st Dec)		**52,962**	**33,465**	**1,017,928**	**1,104,355**	**1,130,399**

**see note 10 for full comparatives*

Approved by the PCC on 21st of March 2022 and signed on their behalf by

Revd Ian Biscoe (PCC chairman)

Karl Pardoe (Joint PCC Treasurer)

Financial Statements for the Year Ended 31 December 2022

Balance Sheet

	Notes	Total 2022	Total 2021
Fixed Assets			
Tangible Assets	5(a)	977,799	1,009,720
Investments	5(b)	-	-
		977,799	**1,009,720**
Current Assets			
Stock		1,123	1,221
Debtors	6	6,588	4,292
Bank current account		125,179	116,012
Cash		186	186
Liabilities due in one year	7		
Creditors		(4,020)	(1,032)
Deferred Income		(2,500)	-
Net Current Assets/(Liabilities)		**126,556**	**120,679**
Liabilities due after one year		-	-
Total Net Assets		**1,104,355**	**1,130,399**
Parish Funds			
Unrestricted Funds			
General		52,962	51,575
Designated		33,465	33,422
		86,427	**84,997**
Restricted Funds		1,017,928	1,045,402
Endowment Funds		-	-
Total		**1,104,355**	**1,130,399**

The attached notes form part of these financial statements

Notes to Financial Statements for Year Ended December 2022

1. Accounting Policies

a. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable for charities preparing their accounts in accordance with FRS102 (effective 1 – January 2015) – (Charities SORP FRS102). Emmanuel Church PCC constitutes a public benefit entity as defined by FRS102.

b. Stock
Stock consists of Café and Cherish goods for resale and is valued at the lower of cost and net realisable value.

c. Fixed assets
Consecrated and benefice property is excluded from the accounts by s.10(2)(a) & (C) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). Assets are capitalised where the value is greater than £500 and depreciated as follows:
- Freehold property – not depreciated
- Plant and Machinery – 5-20 years
- Church Equipment – 3-5 years

d. Pensions policy
The PCC operates a defined contribution stakeholder pension scheme which is offered to all employees.

e. Assessment of going concern
Having reviewed the financial position, the Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern and have a reasonable expectation that the charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt a going concern basis in preparing the financial statements.

f. Statement of Cash Flows
The Charity is classified as a smaller charity and is therefore exempt from the requirement to include a Statement of Cash Flows in its financial statements. The trustees have taken advantage of this exemption in FRS 102 and SORP Update Bulletin 1 and have not presented a Statement of Cash Flows in these financial statements.

g. The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Description of Funds

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Designated Funds are part of the unrestricted funds earmarked by the PCC for a particular purpose.

Restricted funds comprise of two elements: -

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when paid. Expenditure is generally recognised when it is incurred and is accounted for gross.

Notes to Financial Statements for Year Ended December 2022 (continued)

Note 2 Income and Endowments from:	2	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
Donations and Legacies	2a				
Voluntary Income/Receipts					
Tax efficient planned giving		85,611	10,125	95,736	106,172
Other planned giving		9,352	-	9,352	8,002
Collections at services		1,494	70	1,564	671
All other non-recurring giving, inc Special Appeals		13,808	4,575	18,383	23,851
Gift Aid recovered		24,612	3,249	27,861	31,152
Legacies received (capital value)		-	-	-	-
Grants: recurring (paid in more than one financial year)		-	-	-	-
HMRC Furlough		-	-	-	9,380
Diocese of Oxford - Cherish		-	11,137	11,137	10,696
Grants: non-recurring		-	-	-	1,625.00
		134,877	**29,156**	**164,033**	**191,549**
Charitable Activities	2b				
Church Activities					
Statutory Fees (retained by PCC)		160	-	160	399
Church cafe & events		20,814	740	21,554	7,400
Other		72	-	72	192
		21,046	**740**	**21,786**	**7,991**
Other Trading Activities	2c				
Activities for Generating Fund					
Church and room hire		5,130	-	5,130	2,147
Cherish Income		-	1,268	1,268	1,546
		5,130	**1,268**	**6,398**	**3,693**
Investments	2d				
Bank Interest		107	-	107	18
		107	-	**107**	**18**
Total		**161,160**	**31,164**	**192,324**	**203,251**

Notes to Financial Statements for Year Ended December 2022 (continued)

Note 3 Expenditure on:	3	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
Raising Funds	**3a**				
Costs of Generating Income					
Church cafe & events		5,889	1,761	7,650	2,481
Other		166	6	172	-
		6,055	**1,767**	**7,822**	**2,481**
Charitable Activities	**3b**				
Church Activities					
Mission giving and donations	*11*	12,738	7,345	20,083	18,344
Diocesan Parish Share Contribution		57,386	-	57,386	63,241
Salaries/Wages	*11*	44,099	3,219	47,318	45,022
Clergy and Staff Expenses		6,495	564	7,059	4,096
Church Expenses					
Church Expenses (Mission and Evangelism)	*11*	3,404	9,354	12,758	4,626
Rent of House		-	-	-	-
Church running expenses		18,107	5,543	23,650	22,687
Church utility bills		9,770	-	9,770	4,320
Cost of trading		-	-	-	-
Major Capital Expenditure					
Major Repairs to the Church		-	-	-	-
PCC Governance Costs		600	-	600	600
		152,599	**26,025**	**178,624**	**162,936**
Other - loan interest and depreciation	**3c**	949	30,973	31,922	32,834
		949	**30,973**	**31,922**	**32,834**
Total		**159,603**	**58,765**	**218,368**	**198,251**

Notes to Financial Statements for Year Ended December 2022 (continued)

4(a) Staff Costs

	2022	2021
Salaries and stipends	45,818	43,481
Employer pension contribution	1,500	1,541
	47,318	**45,022**

During the year the PCC employed 6 people on a part-time basis (2021: 5 people). Please see notes 11 and 12 for additional information. No employee's remuneration exceeded £60,000 (2020: nil). A stakeholder pension scheme is in operation and where appropriate the PCC contributes 4% of gross salary for each employee. There were no outstanding contributions owing to the pension scheme at 31 December 2022 (2021: nil).

The Church considers Rev Ian Biscoe (Chair of Trustees) along with the Standing Committee to be part of the key management personnel. Rev Ian Biscoe is paid by the Diocese of Oxford. Therefore the amount of employee benefits received by key management personnel for their services during the year £nil (2021: £nil).See note 12 for further details.

4(b) PCC Costs

Other than as disclosed in Note 12, there were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other expenses relating to their role as trustees.

5(a) Tangible Fixed Assets

	Freehold Buildings	Plant and machinery	Church Equipment	Total
At Cost or Valuation				
As at 1 Jan 2021	743,004	549,439	29,690	1,322,133
Additions in the Year	-	-	-	-
Disposal in the Year	-	-	-	-
Revaluation (if any)	-	-	-	-
As at 31 Dec 2022	**743,004**	**549,439**	**29,690**	**1,322,133**
Accumulated Depreciation				
As at 1 Jan 2021	-	294,911	17,502	312,413
Charge for the Year	-	28,861	3,060	31,921
Disposals	-	-	-	-
As at 31 Dec 2022	**-**	**323,772**	**20,562**	**344,334**
Net Book Value at 1 Jan 2021	743,004	254,528	12,188	1,009,720
Net Book Value at 31 Dec 2022	743,004	225,667	9,128	977,799

5(b) Investments - none

Notes to Financial Statements for Year Ended December 2022 (continued)

6 Debtors

	2022	2021
Gift aid reclaims	896	1,888
Grant income	3,175	
Prepayments	-	453
Other Debtors	2,517	1,951
	6,588	**4,292**

7 Liabilities

	2022	2021
Amounts falling due in one year		
Trade creditors	4,020	1,032
Deferred grant income	2,500	-
	6,520	**1,032**
Amounts falling due after one year		
Loans and overdrafts	-	-
	-	-

At the year end, the amount due to the pension scheme was Nil (2021: Nil)

8 Analysis of Net Assets - 2022

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2022
Fixed Assets	2,765	-	975,034	977,799
Current Assets	56,718	33,465	42,893	133,076
Liabilities: Amounts falling due within one year	(6,520)	-		(6,520)
	52,963	33,465	1,017,927	1,104,355

Analysis of Net Assets - 2021

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2021
Fixed Assets	3,714	-	1,006,006	1,009,720
Current Assets	48,893	33,422	39,396	121,711
Liabilities: Amounts falling due within one year	(1,032)	-		(1,032)
	51,575	33,422	1,045,402	1,130,399

Notes to Financial Statements for Year Ended December 2022 (continued)

9 Funds Reconciliation

	Reserves at 1 Jan 22	Incoming Resources	Resources Expended	Transfers Between Funds	Reserves at 31 Dec 22
Unrestricted Funds					
General funds	49,806	140,303	140,553	2,795	52,351
Café	1,769	20,814	19,050	(2,922)	611
Total General and cafe Funds	**51,575**	**161,117**	**159,603**	**(127)**	**52,962**
Designated Funds					
PCC Reserve Fund	33,422	43	-	-	33,465
Total Designated Funds	**33,422**	**43**	**-**	**-**	**33,465**
Total Unrestricted funds	**84,997**	**161,160**	**159,603**	**(127)**	**86,427**
Restricted Funds					
Building fund	997,033	-	28,861	-	968,172
Maintenance Fund	7,200	-	-	-	7,200
Livestreaming Fund	8,973	-	2,112	-	6,861
Hope Church	13,627	12,656	7,249	-	19,034
Hardship fund	7,593	60	1,703	-	5,950
Kings Word Ministry Trust	90	3,775	3,825	-	40
Cherish ministry	3,813	2,138	587	(735)	4,629
Cherish Oxford Diocese Grant	-	11,137	11,872	735	-
New Wine & Other Christian Conferences	1,250	-	714	-	536
Advent Worldwide	-	150	150	-	-
Refugee Fund	-	275	402	127	-
John Williams fund	4,735	-	325	-	4,410
Other restricted funds	1,088	973	965	-	1,096
Total Restricted Funds	**1,045,402**	**31,164**	**58,765**	**127**	**1,017,928**
Total Funds	**1,130,399**	**192,324**	**218,368**	**-**	**1,104,355**

Café Fund – This relates to the operation of the Café and includes all income from sales and purchase of food and related salary costs.

PCC Reserve Fund – The PCC have discretion for the fund.

Building fund – This represents the net book value of the Church building, in prior years the Diocese Loan was included in this fund.

Livestreaming fund – This represents the net book value of the Livestreaming Equipment purchased.

Maintenance Fund – This fund comprises funds specifically donated for future major repairs of the Church building

Hope Church – this relates to mission activities on the Elmsbrook estate

Hardship Fund is used to pay grants to individuals.

Kings Word Ministry Trust – Restricted donations are passed onto the Kings Word Ministry Trust in Sri Lanka

Notes to Financial Statements for Year Ended December 2022 (continued)

Cherish Ministry fund is to support the work of the Pioneer Minister and her work with the Cherish project.

Cherish Oxford Diocese Grant is a 2 year grant given specifically to develop and grow the Cherish ministry with an extension given to December 2022. It commenced in June 2020.

New Wine & Other Christian Conferences– Families going to New Wine conference and other Christian conferences.

Advent Worldwide represents funds sent to Ben Biscoe for his missionary work in the USA

Refugee Fund represents funds given specifically for work with refugees in the Bicester area.

John Williams Fund – This represents funds received to encourage those in various types of ministry training.

10 SOFA Comparatives (previous year)

	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2021
Income and endowments from:				
Donations and Legacies	147,710	-	43,839	191,549
Charitable Activities	7,183	-	808	7,991
Other	2,147	-	1,546	3,693
Investments	-	18	-	18
Total	**157,040**	**18**	**46,193**	**203,251**
Expenditure on:				
Raising Funds	1,553	-	928	2,481
Charitable Activities	142,917	-	20,019	162,936
Other Activities	1,192	-	31,642	32,834
Total	**145,662**	**-**	**52,589**	**198,251**
Net Income/(Expenditure)	**11,378**	**18**	**(6,396)**	**5,000**
Transfers between Funds	**(60)**	**-**	**60**	**-**
Other recognised gains/(losses):				
Gains/(losses) on revaluation of fixed assets	-	-	-	-
Gains/(losses) on investments	-	-	-	-
Net Movement in Funds	**11,318**	**18**	**(6,336)**	**5,000**
Reconciliation of funds:				
Total Funds brought forward (1st Jan)	40,257	33,404	1,051,738	1,125,399
Total Funds carried forward (31st Dec)	**51,575**	**33,422**	**1,045,402**	**1,130,399**

Notes to Financial Statements for Year Ended December 2022 (continued)

11 Mission giving, donations and outreach	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
Mission giving and donations				
Bicester Christians Action - Food Bank	1,320	569	1,889	2,437
Christians Against Poverty	655	-	655	600
Children's Society	-	95	95	56
Kings World Ministry Trust - Sri Lanka	2,716	3,825	6,541	7,560
Latin Link - ministry support in Bolivia	2,640	-	2,640	2,400
Church Mission Society	2,640	-	2,640	2,400
Friends of CME Trust	2,150	81	2,231	-
Be Space	250	-	250	-
Advent Worldwide - Ben Biscoe	-	150	150	-
Christine Larkin - Speakers gift	190	160	350	-
Scott and Hillary Dalton - Speakers gift	153		153	-
Frankyn Spence - Speakers gift	-	-	-	150
George Lings - Speakers gift	-	-	-	150
Refugee Fund	127	275	402	
	12,714	**4,880**	**17,594**	**15,753**
Hardship and healing grants	-	**1,703**	**1,703**	**3,254**
Mission and evangelism				
Church outreach events	1,155	714	1,869	138
Cherish Ministry	-	7,478	7,478	2,344
Hope Church (Elmsbrook Outreach)	-	7,249	7,249	2,162
Schools Outreach Project Work	530	-	530	-
Foodbank Christmas Toy Appeal	-	-	-	556
	1,685	**15,441**	**17,126**	**5,200**
Pioneer minister & School Outreach Worker Salaries/Wages	**9,085**	**3,219**	**12,304**	**14,541**
	23,485	**25,243**	**48,728**	**38,748**

*2021 comprises £18,879 unrestricted and £19,869 restricted.

Notes to Financial Statements for Year Ended December 2022 (continued)

12 Transactions with Related Parties

Remuneration and benefits

Name of trustee or connected party	Legal authority	Salary	Employer Pension	2022 Total	Salary	Employer Pension	2021 Total
Rev Erika Biscoe (Pioneer minister and wife of Chair of Trustees)	Contract of employment	14,239	570	14,808	13,982	559	14,541
Lesley Wasley (PCC & Standing Committee Secretary and PCC member from November 2020)	Contract of employment	8,736	349	9,085	11,700	468	12,168
Cheryl Clark (PCC member from November 2020)	Contract of employment	12,558	502	13,060	11,362	454	11,816
Barbara Walton (PCC member from November 2020)	Contract of employment	5,500	-	5,500	4,951	-	4,951

Other transaction(s) with trustees or related parties

Name of the trustee or related party	Relationship to the charity	Description of the transaction(s)	2022	2021
Joel Davids-Austin	Son of a Trustee	Staff member of ECB, on internship for 1 year. Hiring and line management completely independent of Phil.	2,264	-
Mike Watermeyer	Trustee	Mike is a website designer. He designed our new website through his own company and was given a small remuneration for his services.	500	-
Joe Biscoe	Son of Chair of Trustees (Rev Ian Biscoe) and Rev Erika Biscoe	Joe is a plumber by trade and did some work for the church relating to replacing parts on the boiler and bathroom taps. The Buildings and Utilities Team is responsible for the contract without involvement from the Revs Biscoe	-	1,463
Mr Stephen Jolly	Husband of a Trustee	Sven purchased the live stream equipment for the church; he does the installation free of charge	-	4,599

The aggregate value of donations made to the church by Trustees who served as PCC members and their related parties during the year was £38,132 (2021: £32,996) and £100 (2021: £3,645) to restricted funds.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BICESTER EMMANUEL

England & Wales - Charity number 1146630

Accounts

Trustees' Annual Report and Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel

Registered charity no 1146630

Year ended 31 December 2021

Acting Team Rector:
Revd Peter Wright
4 Orpine Close
Bicester, Oxon
OX26 3ZJ

Team Vicar:
Revd Ian Biscoe
8 Pippin Close
Bicester, Oxon
OX27 8AX

Church Address:
Emmanuel Church
2 Barberry Place
Bicester, Oxon
OX26 3HA

Bank:
The Co-operative Bank
Skelmersdale
Greater Manchester
WN8 3GH

Independent Examiner:
Andrew Churchill Stone – FCA DChA

Joint Treasurer:
Mr Karl Pardoe
Mr Tim Howard

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2021.

Reference and administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The PCC is a charity registered with the Charity Commission. The full title of the charity is The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel, registered charity number 1146630 (working name Emmanuel Church Bicester PCC). The address of the church office is 2 Barberry Place, Bure Park, Bicester, Oxfordshire OX26 3HA

The trustees, members of the PCC, at the time of this report, were as follows:

Trustee	Appointed	Term	Basis of appointment
Revd Ian Biscoe	Chair – Incumbent		Ex Officio
Revd Carol Hill	Associate Minister		Ex Officio
Revd Erika Biscoe	Pioneer Minister		Ex Officio
Revd Chris Hunt	Pioneer Minister		Ex Officio
Philip Wilson	Licenced Lay Minister		Ex Officio
Tim Howard, Churchwarden	From May 2021	1-year term	Ex Officio
Karl Pardoe, Churchwarden	From May 2021	1-year term	Ex Officio
Cheryl Clark, Café Manager	From May 2021	1-year term	Ex Officio
Barbara Walton, Finance Manager	From May 2021	1-year term	Ex Officio
Lesley Wasley, Schools Outreach Worker	From May 2021	1-year term	Ex Officio
Helen Davies, PCC secretary	From September 2021	1-year term	Ex Officio
Charley Day	From April 2019	3-year term	Elected
Debbi Pardoe	From April 2019	3-year term	Elected
Mike Watermeyer	From April 2019	3-year term	Elected
Elizabeth Winson	From October 2020	3-year term	Elected
Phil Croxford	From October 2020	3-year term	Elected
Annie Croxford	From October 2020	3-year term	Elected
Heather Hindmarsh	From October 2020	3-year term	Deanery Synod
Jeremy WildSmith	From October 2020	2-year term	Elected
Debbie Winson	From May 2021	3-year term	Elected
Rachel Jolly	From May 2021	3-year term	Elected
Adrian Stone	From May 2021	3-year term	Elected
Katie Jenkinson	From May 2021	3-year term	Elected
During the year the following roles changed:			
Lesley Wasley	September 2021	PCC secretary	Retired
Revd Peter Hill	August 2021	Associate Minister	Retired

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel (PCC) is a corporate body. Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules.

PCC members are recruited in a number of ways. The incumbent and churchwardens are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected at the APCM and hold office for three years. Additionally, PCC members may on occasion be co-opted.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. It is responsible to keep accounting records, which disclose with reasonable accuracy the financial position of the PCC thus ensuring that the financial statements comply with the Charities Act 1993 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is to ensure that the financial statements are examined by an independent examiner or auditor prior to their presentation to the Annual Parochial Church Meeting.

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

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

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a "going concern" basis unless it is inappropriate to presume that the charity will remain in operation.

In addition to the PCC there are the following committees:

Standing Committee

This committee consists of the Team Vicar, the two churchwardens, treasurer and the secretary with other people being invited to the Standing Committee as guests where desired.

The committee has power to transact the business of the PCC between PCC meetings, subject to any directions given by the council, reporting to the full PCC as appropriate.

Other working groups

Our team structure is based around the five-fold ministries - Apostolic, Prophetic, Evangelism, Teaching and Pastoral. Incorporated within the teaching team is the preaching and children and youth work. Small groups, relationships and families work are part of the Pastoral team. Worship and prayer link in with the Prophetic team. The Evangelism team oversee our mission partner links, outreach events and Alpha.

Administration and support structures

As a result of the Pandemic and the Government furlough scheme we have revaluated our administrative office based team. The decision was taken to reallocate our Centre Manager's administration hours to focus on a new schools outreach ministry. This now leaves a support team including only one paid role of Finance Manager, and volunteers as PCC secretary, Child protection officer, social media, Buildings & Utilities Management and IT support. This is a major shift in emphasis as in the past we have had up to 60 hours of administrative support.

Deanery

Bicester Emmanuel is a parish lying within the wider Bicester Benefice, which is itself a part of the Bicester & Islip Deanery, in the Diocese of Oxford. During 2021 the Team Vicar of Emmanuel Church has been working with the Diocese to establish the Bicester and Islip Deanery Greenhouse. This is a missional support and networking group to encourage missional ministry across the whole Deanery.

Objectives and activities

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

Statement of public benefit

The PCC confirms that we have referred to the Charity Commission's guidance on public benefit, in particular the specific guidance on charities for the advancement of religion, when reviewing the PCC's aims and objectives and in planning future activities. The PCC also confirms that the trustees (i.e. the PCC members) have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The PCC provides benefit to the public by:

- the provision of regular public worship that is open to all.
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved.
- the teaching of the Christian faith through sermons, home groups, children's meetings, and links with the local schools.
- the promotion of the Christian faith through various events organised by the PCC.
- the support of other charities involved in Christian outreach and development.

The vision of Emmanuel Church Bicester (ECB) is to lead people to a place where they can experience fullness of life through faith in our Lord Jesus Christ, (John 10:10) and discover healing and wholeness in the power of the Holy Spirit (1 Corinthians 12:1-11). We believe God is calling us as a church to be like streams of living water flowing out from the building into our local communities. (Ezekiel 47:1-12)

ECB relies on the voluntary work of so many people and the PCC very much appreciates their service to the church and the local community.

Achievements and performance

Review of the year

Our church life has been severely affected by the continuation of the COVID-19 pandemic this year. This meant that from January until Easter we did not have a congregation in the church building and we live streamed all of our services on YouTube just having the leaders, preacher and worship band in the building each Sunday. This has put an additional strain on our sound and visuals team who have adapted very well to the new systems.

From Easter Sunday onwards we were allowed to have a congregation in the building each week with various restrictions in place including wearing face masks, sanitiser for hands, and keeping a well-ventilated building. It was only from September onwards that attendance numbers have begun to return to pre-COVID levels.

Our children's ministry team have continued developing the all-age ministry with puppets, storytelling, and pre-recorded Bible storytelling through the Wildsmith productions. From September we have restarted our children's groups twice a month. We have put in place facilities for live streaming our weekly services on YouTube and developed our website and social media ministry. At Christmas, we put on an outdoor activity called the Nativity Journey which was a trail through the local nature reserve followed by hot drinks at the church; 68 adults with 42 children attended. We also resumed our Christingle service and while numbers were still significantly lower than pre COVID we were pleased with its success.

Electoral roll

The overall electoral roll was 153 at the APCM in May 2021 up from 149 in October 2020.

Sunday Services and attendance

The average attendance in 2021 for a Sunday morning service was 57 (In 2020 they were 118) and the average evening attendances were 43 in early 2020. Although average numbers across the year are low, these have been steadily growing throughout the year. The weekly average online viewing figures for 2021 were 133 per week (In 2020 they were 238). During the pandemic we stopped the evening service, and the decision has been taken not to restart this. Instead, we are focusing on developing the congregations of Hope Church, Forest Church and Café Church.

Hope Church at Elmsbrook

The church is led by Chris Hunt, a Pioneer Curate and a team of people who came with Chris from ECB. ECB continues to oversee the plant through direct oversight from Ian Biscoe as Chris' training incumbent and via the PCC of which Hope Church still fall under for wider governance. In addition to the 10-15 families who came from ECB, Hope Church has added to its number within the last year, adding from both de-churched and new believers in the Bicester area and currently numbers around 60 adults and children. As a pioneer plant, Hope meets in various creative ways often in a non-traditional format and once a month joins with the congregation of St Laurence's, the local historic church for a communion service.

Forest Church

Forest Church is a outdoor gathering on the third Saturday every month exploring ways of understanding and worshipping an all-powerful, all-seeing, perfect Creator God. It works to be as inclusive as possible, but to have a basis in the Biblical understanding that we are reconciled to God because He gave His Son, Jesus Christ, to live on earth, to die as a sacrifice, and became alive again. Jesus sends his Holy Spirit to us today to enable us to live Christ-like lives and testify to our faith. The vision is:

- To allow people to enjoy being outdoors, seeing, hearing, smelling, and even tasting, some of the wonderful plants and animals of God's creation.
- To develop a sense of awe and wonder of God's greatness, from the galaxies to the spiral of a snail shell.
- To have time to reflect as an individual, and have time to share with the gathering. Walking together allows conversations to develop, and a sense of community and fellowship to build.

Café Church

Café church is a family friendly gathering with a simple meal on the second Friday of every month. As people arrive they are invited to gather and play board games or craft at their table for about half an hour. The formal part of the service then begins with the leader introducing a bible story and some material for people to talk about on their tables as they eat. The service then ends with a short prayer and song. The vision is that this is for people who thrive in a more informal cafe setting with a church element which encourages questioning and discussion.

Men's Ministry

The men's ministry which was just starting out on Tuesday evenings before COVID has been restarted in the church with an informal space where men can gather and talk over a coffee or take away meal.

Small groups

Most of our small groups meet in people's homes or online during the week. The number and structure of groups is kept under regular review. Newcomers to the church are encouraged to join a Small Group. During the pandemic and particularly during the lockdowns, small groups have become even more important in enabling people to stay connected and providing pastoral care and support.

Youth and Children

Youth and Children are an incredibly important part of the life of ECB. We restarted a variety of children's groups in September that are run by a new team led by a volunteer. These currently meet two Sundays a month during the morning service. In September we appointed a paid schools' outreach worker.

Our youth group, "The Grid", has met on Thursday evenings on Zoom throughout the year providing a vital resource and support for our young people. In addition to the weekly youth meetings online, we have begun a monthly youth social event which has included mini golf, a sports and beauty event and a film night.

Music and worship

The worship team have faithfully led the church in sung worship during the Sunday morning services throughout the year. The sound and visuals team serve faithfully alongside the worship team providing excellent support. Live streaming has added another level of complexity to the sound and visuals team's work but they have also excelled in coping with this move to online ministry. We continue to try and identify new members who can be trained on sound and visuals.

The Bridge Café

The Café continues to provide an excellent bridge between the church and local community. Under normal circumstances it is open all year round from Wednesday to Friday 8:30 -12:00 term time and 9:30 -12:30 during the holidays. Because of the pandemic the Café has had to shut several times during the year. We have carefully complied with Government guidance and often opened for takeaways rather than allowing people to sit inside. We have been working hard to make the cafe self-sustaining and have introduced a mobile ordering and delivery service to the local businesses and school.

Cherish

Cherish *...made for such a time as this...* is a six-week faith journey for teenage girls and women of all ages in which they discuss contemporary life issues such as low self-esteem, depression and eating disorders interwoven with the book of Esther, and where they are also taught a new skill of performing a basic manicure. At the beginning of 2021 we ran on online six-week course for those who were interested in running Cherish in their own settings. We had two ordinands from Oxford and Maidstone in Kent, and ladies from Cheltenham, Andover and Kenya.

Since the course the Pioneer Minister, Erika, has continued to build her relationship with Eunice in Kenya and is helping her to set up a Cherish ministry working with young orphaned girls and women suffering from domestic violence.

She is also in contact with the ordinand in Maidstone who owns a hairdressing salon and is looking to build up relationships and run Cherish in her salon.
In November to early December, we ran a face to face course at Emmanuel for 11 girls aged 12 – 14 years old. This included girls from other churches including Zion, St.Edburg's and St.Andrew's Oxford.
We set up an Instagram page "Cherish madeforsuchatimeasthis" to raise our online presence and we expanded our product range to include reed diffusers as well as candles, hand cream and nail files which proved to make excellent Christmas presents and spread the message of Cherish wider.

Chaplaincy

Wyndham Hall Care Home & The Hummingbird Centre:
Carol Hill provides chaplaincy to Wyndham Hall Care Home (WHCH) and The Hummingbird Centre (THC). WHCH has a strong core of practising Christians who have welcomed the friendship and support of visits from both the Bicester clergy and members of Emmanuel Church Bicester. Up until March 2020 there was a regular worshipping community, meeting for Holy Communion and individual prayer. Since that time visiting the Home has been sporadic; but there have been a limited number of services. Carol has provided chaplaincy support to THC for several years, befriending the guests, sometimes providing Holy Communion in their homes, and exploring spirituality, loss of life and bereavement issues. This has been difficult during the last year.

HMP Grendon and Springhill, and HMP Prison Woodhill:
Peter Hill provides chaplaincy at the prisons which has suffered over the last two years due to the pandemic; many of the things taken for granted were stopped including visiting the wings, bible studies, services, and the drop-ins. When services were resumed the numbers were significantly reduced, one wing per Sunday and only those on the list which meant often only three or four attendees. Holy Communion was also stopped, and the men have not had the sacrament since March 2020. Families were also stopped from visiting as the prisons were locked down like Care Homes. This has put added strain on Staff and prisoners so please remember them in your Prayers.

Mission Partners

OUR VISION:

- To develop good links with a few carefully chosen Mission Partners.
- To give away to our Mission Partners, and other charities, a tithe of the money given to ECB.

Pastor Sriyamal and Doreen Fernando, Negombo, SRI LANKA.
Pastor Sriyamal has a passion for reaching people with the message of being saved through Jesus Christ. He is based in a church in the large coastal city of Negombo. They have 2 services each Sunday lead by volunteer pastors, Children's Church on Saturday evenings and Youth ministry. Recently they have been given permission to resume services in one of the local prisons. This year, Sriyamal is planning to spend more time training pastors in three branch churches in the rural areas. Ian and Erika visited Sriyamal and Doreen in April 2019, and since lockdown, they have had fortnightly Zooms, so our links are very close.

Marcelo and Silvana Vargas, La Paz, BOLIVIA.
Marcelo and Silvana had the vision to set up a Training Centre for Christian Mission in Bolivia about 30 years ago in La Paz. Students came to live on the campus for a week at a time for each module. There were usually 10 modules a year.
Since the start of the Covid pandemic, Marcelo and Silvana have started teaching the mission training courses on-line. This has meant that they can reach more students. Despite the limitations of this kind of learning, they have worked out ways to provide feedback and support each student. It is likely that they will continue on-line teaching in the future.

Kailean and Kim Khongsai, Limmy and Zoui. Southall, London, UK.
Kailean and Kim come from NE India, and work for A Rocha, the Christian conservation charity. They help manage the Wolf Fields Urban Nature Reserve in Southall, which provides a welcome green space for people of many different faiths and none. The A Rocha team builds up relationships with local people so they can ask questions about the Christian faith. Work has started on a labyrinth as a resource for outdoor Christian worship.

Additionally, we have links with Scott and Hilary Dalton's worldwide ministry

Links with the other Churches in Bicester

ECB is part of the 'Churches in Bicester' which is a strong organisation supported by ministers and church members. The ministers of the major denominations enjoy a warm relationship and hold weekly meetings which have been on Zoom since the beginning of the pandemic. This changed halfway through the year and the weekly meetings happen in person again now. This provides mutual help and support, and furthers the ecumenical work in the town. The churches have a good working relationship, and currently work together on the following initiatives.

Refugee Support Group
The aim of CiBRS (Churches in Bicester Refugee Support) is to show the love of God to those displaced from their homeland through conflict by raising awareness through our networks within the churches, local authorities and local community, assisting with accommodation needs and supporting locally placed refugees through befriending, practical help, advice and signposting.

Christians Against Poverty
A team of people from various churches have been trained as CAP money coaches to deliver the CAP Money Course around Bicester. The aim is to help those who are struggling financially to gain control of their money and free them from the burden of debt.

Bicester Food Bank
The Food Bank gives boxes of nutritionally balanced food and support to people experiencing emotional or financial crisis. The Bicester Food Bank has recently moved to a new premise in Wesley Lane, Bicester.

Seniors Outreach
Seniors Outreach provides care, entertainment and community among older people in Bicester and brings the Spirit of Jesus Christ into the lives of people through relationships. We have a special emphasis to reach those who live alone.
We provide Chapel Type meetings in Residential care homes (Langford View, Cherwood and others and are an additional presence in Care Homes for their activities. As with all such activities, these have been substantially restricted since 2020 due to the pandemic.

Plans for future periods

Support the Hope Church team to grow a sustainable ministry on the Elmsbrook estate is ongoing as Hope Church develops.

a) Encourage and further expand the newly developed Bicester Forest Church ministry.
b) Continue to develop the Bridge Café so it becomes financially self-sustaining.
c) Continue to build the Cherish women's ministry so it becomes self-sustaining.
d) Encourage and expand the Cafe Church ministry.
e) Grow and develop the newly established Bicester and Islip Deanery Greenhouse (missional support and networking group to encourage missional ministry across the whole Deanery).
f) Develop the schools and youth ministries.

The Financial review

Most our income is received through tax efficient giving schemes; thus we have been able to recover an £31,152 from HM Revenue & Customs in 2021 (2020: £26,679). The number of individuals who gave regularly in 2021 is 65 (2020: 71). The average gift given by these individuals not including one-off gifts was £146 (2020: £142). Having a regular income is vital to enable ECB to continue supporting the vision we have for our congregation and community. We are grateful to God for his provision in a year of hardship for many in our congregation.

In 2021 we had 3 members of staff who were on furlough for substantial periods enabling us to participate in the government's furlough scheme and receive grant income of £9,380 (2020: £10,653). This together with other measures taken by the church to reduce its costs have enabled it to grow its general fund reserves. A generous one-off gift allowed the church to replace its video streaming equipment enabling the online services to be of better quality with different camera angles and focus. This enables the church to continue to serve well those members of our congregation who feel uncomfortable attending due to ongoing COVID numbers.

Our total funds, including the capitalised cost of the building, increased by £5,000 from £1,125,399 to £1,130,399. General funds increased from £40,257 to £51,575. The overall unrestricted (general plus designated) has increased from £73,661 to £84,997

Restricted funds have decreased from £1,051,738 to £1,045,402 (this includes the capitalised building cost). The main movement relates to depreciation of £32,834.

Grants and Donations

The PCC aims to devote not less than 10% of its unrestricted income to mission and outreach, shared between local, national, and international activities. As a part of this, during the year, the PCC made grants of 7.7% of unrestricted donations (2020: 6.4%). In 2021, we have continued assisting individuals and families in hardship but have been able to do this through very generous gifts into a restricted fund for this purpose. Further details are shown in Note 11.

Risk assessment

The PCC have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. Maintenance, repair, or replacement of essential installations is carried out periodically so that key operational objectives of the PCC are delivered. Fire, safety and alarm checks and inspections occur on a regular basis as specified. All building and liability insurances are in place, reducing financial risk. The Diocese of Oxford recommended Safeguarding Policy has been adopted in full by the PCC.

Reserves Policy

The PCC aims to maintain general reserves at such a level that working capital is maintained at a level equivalent to approximately three to six months' general fund expenditure. Current reserves are approximately 3.4 months of general expenditure in a normal year so fall within this banding. The PCC is also aware that with the building getting older it needs to maintain some reserves for large building repairs. Current plans are for the designated funds along with the restricted maintenance fund to be set aside for this purpose totalling £40,622.

Approved by the PCC on the 15th of March 2022 and signed on its behalf by

Revd Ian Biscoe
Chairman

Independent Examiner's Report to Emmanuel Church Bicester Parochial Church Council

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel for the year ended 31 December 2021, which are set out on pages 12 to 22.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the accounts in accordance with the 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 by examination, I have followed all the applicable Directors given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's 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 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

Andrew Churchill Stone – FCA DChA
Mercer Lewin
41 Cornmarket Street
Oxford
OX1 3HA

23 March 2022

Financial Statements for the Year Ended 31 December 2021
Statement of Financial Activities

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2021	Total Funds 2020 *
Income and endowments from:						
Donations and Legacies	2a	147,710	-	43,839	191,549	170,851
Charitable Activities	2b	7,183	-	808	7,991	7,346
Other	2c	2,147	-	1,546	3,693	2,445
Investments	2d	-	18	-	18	145
Total		**157,040**	**18**	**46,193**	**203,251**	180,787
Expenditure on:						
Raising Funds	3a	1,553	-	928	2,481	3,405
Charitable Activities	3b	142,917	-	20,019	162,936	159,011
Other Activities	3c	1,192	-	31,642	32,834	31,070
Total		**145,662**	-	**52,589**	**198,251**	**193,486**
Net Income/(Expenditure)		**11,378**	**18**	**(6,396)**	**5,000**	**(12,699)**
Transfers between Funds		**(60)**	**-**	**60**	**-**	**-**
Other recognised gains/(losses):						
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-
Gains/(losses) on investments		-	-	-	-	-
Net Movement in Funds		**11,318**	**18**	**(6,336)**	**5,000**	**(12,699)**
Reconciliation of funds:						
Total Funds brought forward (1st Jan)		40,257	33,404	1,051,738	1,125,399	1,138,098
Total Funds carried forward (31st Dec)		**51,575**	**33,422**	**1,045,402**	**1,130,399**	**1,125,399**

**see note 10 for full comparatives*

Approved by the PCC on 15th of March 2021 and signed on their behalf by

Revd Ian Biscoe (PCC chairman) **Karl Pardoe (Joint PCC Treasurer)**

Financial Statements for the Year Ended 31 December 2021

Balance Sheet

	Notes	Total 2021	Total 2020
Fixed Assets			
Tangible Assets	5(a)	1,009,720	1,031,996
Investments	5(b)	-	-
		1,009,720	**1,031,996**
Current Assets			
Stock		1,221	1,286
Debtors	6	4,292	6,239
Bank current account		116,012	89,770
Cash		186	186
Liabilities due in one year	7		
Creditors		(1,032)	(4,078)
Loans		-	-
Net Current Assets/(Liabilities)		**120,679**	**93,403**
Liabilities due after one year			
Creditors		-	-
Loans		-	-
Total Net Assets		**1,130,399**	**1,125,399**
Parish Funds			
Unrestricted Funds			
General		51,575	40,257
Designated		33,422	33,404
		84,997	**73,661**
Restricted Funds		1,045,402	1,051,738
Endowment Funds		-	-
Total		**1,130,399**	**1,125,399**

The attached notes form part of these financial statements

Notes to Financial Statements for Year Ended December 2021

1. Accounting Policies

a. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable for charities preparing their accounts in accordance with FRS102 (effective 1 – January 2015) – (Charities SORP FRS102). Emmanuel Church PCC constitutes a public benefit entity as defined by FRS102.

b. Stock
Stock consists of Café and Cherish goods for resale and is valued at the lower of cost and net realisable value.

c. Fixed assets
Consecrated and benefice property is excluded from the accounts by s.10(2)(a) & (C) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). Assets are capitalised where the value is greater than £500 and depreciated as follows:
- Freehold property – not depreciated
- Plant and Machinery – 5-20 years
- Church Equipment – 3-5 years

d. Pensions policy
The PCC operates a defined contribution stakeholder pension scheme which is offered to all employees.

e. Assessment of going concern
Having reviewed the financial position, the Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern and have a reasonable expectation that the charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt a going concern basis in preparing the financial statements.

f. Statement of Cash Flows
The Charity is classified as a smaller charity and is therefore exempt from the requirement to include a Statement of Cash Flows in its financial statements. The trustees have taken advantage of this exemption in FRS 102 and SORP Update Bulletin 1 and have not presented a Statement of Cash Flows in these financial statements.

g. The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Description of Funds

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Designated Funds are part of the unrestricted funds earmarked by the PCC for a particular purpose.

Restricted funds comprise of two elements: -

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when paid. Expenditure is generally recognised when it is incurred and is accounted for gross.

Notes to Financial Statements for Year Ended December 2021 (continued)

Note 2 Income and Endowments from:	2	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
Donations and Legacies	2a				
Voluntary Income/Receipts					
Tax efficient planned giving		93,212	12,960	106,172	104,171
Other planned giving		8,002	-	8,002	9,021
Collections at services		671	-	671	488
All other recurring giving and voluntary receipts		-	-	-	1,714
All other non-recurring giving, inc Special Appeals		10,983	12,868	23,851	11,366
Gift Aid recovered		25,162	5,990	31,152	26,679
Legacies received (capital value)		-	-	-	-
Grants: recurring (paid in more than one financial year)		-	-	-	-
HMRC Furlough		9,380	-	9,380	10,653
Diocese of Oxford - Cherish		-	10,696	10,696	6,759
Grants: non-recurring		300	1,325	1,625	-
		147,710	**43,839**	**191,549**	**170,851**
Charitable Activities	2b				
Church Activities					
Statutory Fees (retained by PCC)		399	-	399	395
Church cafe & events		6,592	808	7,400	6,759
Other		192	-	192	192
		7,183	**808**	**7,991**	**7,346**
Other Trading Activities	2c				
Activities for Generating Fund					
Church and room hire		2,147	-	2,147	2,289
Cherish Income		-	1,546	1,546	127
Other		-	-	-	29
		2,147	**1,546**	**3,693**	**2,445**
Investments	2d				
Bank Interest		18	-	18	145
		18	**-**	**18**	**145**
Total		**157,058**	**46,193**	**203,251**	**180,787**

Notes to Financial Statements for Year Ended December 2021 (continued)

		In Statutory Accounts			
Note 3 Expenditure on:	**3**	**Unrestricted Funds**	**Restricted Funds**	**Total Funds 2021**	**Total Funds 2020**
Raising Funds	**3a**				
Costs of Generating Income					
Church cafe & events		1,553	928	2,481	7,821
Other		-	-	-	-
		1,553	928	2,481	7,821
Charitable Activities	**3b**				
Church Activities					
Mission giving and donations	*11*	10,907	7,437	18,344	19,022
Diocesan Parish Share Contribution		63,241	-	63,241	63,844
Salaries/Wages	*11*	37,394	7,628	45,022	54,219
Clergy and Staff Expenses		4,083	13	4,096	10,233
Church Expenses					
Church Expenses (Mission and Evangelism)	*11*	896	3,730	4,626	7,503
Rent of House		-	-	-	7,000
Church running expenses		21,476	1,211	22,687	22,999
Church utility bills		4,320	-	4,320	11,757
Cost of trading		-	-	-	-
Major Capital Expenditure					
Major Repairs to the Church		-	-	-	-
PCC Governance Costs		600	-	600	195
		142,917	**20,019**	**162,936**	196,772
Other - loan interest and depreciation	**3c**	1,192	31,642	32,834	31,349
		1,192	**31,642**	**32,834**	31,349
Total		**145,662**	**52,589**	**198,251**	235,942

Notes to Financial Statements for Year Ended December 2021 (continued)

4(a) Staff Costs

	2021	2020
Salaries and stipends	43,481	41,592
Employer pension contribution	1,541	1,611
	45,022	**43,203**

During the year the PCC employed 5 people on a part-time basis (2020: 5 people). Please see notes 11 and 12 for additional information. No employee's remuneration exceeded £60,000 (2020: nil). A stakeholder pension scheme is in operation and where appropriate the PCC contributes 4% of gross salary for each employee. There were no outstanding contributions owing to the pension scheme at 31 December 2021 (2020: nil).

The Church considers Rev Ian Biscoe (Chair of Trustees) along with the Standing Committee to be part of the key management personnel. Rev Ian Biscoe is paid by the Diocese of Oxford. Therefore the amount of employee benefits received by key management personnel for their services during the year £nil (2020: £nil).See note 12 for further details.

4(b) PCC Costs

Other than as disclosed in Note 12, there were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other expenses relating to their role as trustees.

5(a) Tangible Fixed Assets

	Freehold Buildings	Plant and machinery	Church Equipment	Total
At Cost or Valuation				
As at 1 Jan 2021	743,004	549,439	19,132	1,311,575
Additions in the Year			10,558	10,558
Disposal in the Year				-
Revaluation (if any)				-
As at 31 Dec 2021	**743,004**	**549,439**	**29,690**	**1,322,133**
Accumulated Depreciation				
As at 1 Jan 2021	-	264,853	14,726	279,579
Charge for the Year		30,058	2,777	32,834
Disposals				-
As at 31 Dec 2021	-	**294,911**	**17,503**	**312,413**
Net Book Value at 1 Jan 2021	**743,004**	**284,586**	**4,406**	**1,031,996**
Net Book Value at 31 Dec 2021	**743,004**	**254,528**	**12,187**	**1,009,720**

5(b) Investments - none

Notes to Financial Statements for Year Ended December 2021 (continued)

6 Debtors

	2021	2020
Gift aid reclaims	1,888	3,416
Furlough grant	-	823
Prepayments	453	579
Other Debtors	1,951	1,421
	4,292	**6,239**

7 Liabilities

	2021	2020
Amounts falling due in one year		
Loans and overdrafts	-	-
Trade creditors	1,032	4,078
	1,032	**4,078**
Amounts falling due after one year		
Loans and overdrafts	-	-
	-	-

At the year end, the amount due to the pension scheme was Nil (2020: Nil)

8 Analysis of Net Assets - 2021

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2021
Fixed Assets	3,714	-	1,006,006	1,009,720
Current Assets	48,893	33,422	39,396	121,711
Liabilities: Amounts falling due within one year	(1,032)	-		(1,032)
	51,575	33,422	1,045,402	1,130,399

Analysis of Net Assets - 2020

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2020
Fixed Assets	4,905	-	1,027,091	1,031,996
Current Assets	39,385	33,404	24,692	97,481
Liabilities: Amounts falling due within one year	(4,033)	-	(45)	(4,078)
	40,257	33,404	1,051,738	1,125,399

Notes to Financial Statements for Year Ended December 2021 (continued)

9 Funds Reconciliation	Reserves at 1 Jan 20	Incoming Resources	Resources Expended	Transfers Between Funds	Reserves at 31 Dec 20
Unrestricted Funds					
General funds	39,772	145,126	132,289	(2,803)	49,806
Café	485	11,914	13,373	2,743	1,769
Total General and cafe Funds	**40,257**	**157,040**	**145,662**	**(60)**	**51,575**
Designated Funds					
PCC Reserve Fund	33,404	18	-	-	33,422
Total Designated Funds	**33,404**	**18**	-	-	**33,422**
Total Unrestricted funds	**73,661**	**157,058**	**145,662**	**(60)**	**84,997**
Restricted Funds					
Building fund	1,027,091	-	30,058	-	997,033
Maintenance Fund	4,200	3,000	-	-	7,200
Hope Church (formerly Elmsbrook)	2,044	13,535	2,162	210	13,627
Hardship fund	8,991	750	2,454	306	7,593
Healing fund	456	-	-	(456)	-
Kings Word Ministry Trust (formerly Kings Revival Church)	15	3,669	3,594	-	90
Cherish ministry	1,271	2,746	204	-	3,813
Cherish Oxford Diocese Grant	-	10,696	10,696	-	-
Churches in Bicester Holiday Club	556	-	556	-	-
New Wine	1,250	-	-	-	1,250
Other restricted funds	329	1,240	481	-	1,088
John Williams fund	5,535	-	800	-	4,735
Livestreaming Fund	-	10,557	1,584	-	8,973
Total Restricted Funds	**1,051,738**	**46,193**	**52,589**	**60**	**1,045,402**
Total Funds	**1,125,399**	**203,251**	**198,251**	-	**1,130,399**

Café Fund – This relates to the operation of the Café and includes all income from sales and purchase of food and related salary costs.

PCC Reserve Fund – The PCC have discretion for the fund.

Building fund – This represents the net book value of the Church building, in prior years the Diocese Loan was included in this fund.

Maintenance Fund – This fund comprises funds specifically donated for future major repairs of the Church building

Hope Church (formerly Elmsbrook Outreach) – this relates to mission activities on the Elmsbrook estate

Hardship Fund is used to pay grants to individuals.

Kings Word Ministry Trust (formerly Kings Revival Church) – Restricted donations are passed onto the Kings Word Ministry Trust in Sri Lanka

Notes to Financial Statements for Year Ended December 2020

Cherish Ministry fund is to support the work of the Pioneer Minister and her work with the Cherish project.

Cherish Oxford Diocese Grant is a 2 year grant given specifically to develop and grow the Cherish ministry. It commenced in June 2020.

Church in Bicester – Holiday club. The church administers the funds for the different holiday clubs organised by Churches in Bicester. In the current financial year the Churches in Bicester group authorised for this to be used to fund the Foodbank Christmas Toy Appeal.

New Wine – Families going to New Wine conference held in the summer

John Williams Fund – This represents funds received to encourage those in ministry training

10 SOFA Comparatives (previous year)	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2020
Income and endowments from:				
Donations and Legacies	154,903	-	15,948	170,851
Charitable Activities	7,346	-	-	7,346
Other	2,318	-	127	2,445
Investments	-	145	-	145
Total	**164,567**	**145**	**16,075**	**180,787**
Expenditure on:				
Raising Funds	3,405	-	-	3,405
Charitable Activities	146,269	-	12,742	159,011
Other Activities	1,012	-	30,058	31,070
Total	**150,686**	-	**42,800**	**193,486**
Net Income/(Expenditure)	**13,881**	**145**	**(26,725)**	**(12,699)**
Transfers between Funds	**(904)**	-	**904**	-
Other recognised gains/(losses):				
Gains/(losses) on revaluation of fixed assets	-	-	-	-
Gains/(losses) on investments	-	-	-	-
Net Movement in Funds	**12,977**	**145**	**(25,821)**	**(12,699)**
Reconciliation of funds:				
Total Funds brought forward (1st Jan)	27,280	33,259	1,077,559	1,138,098
Total Funds carried forward (31st Dec)	**40,257**	**33,404**	**1,051,738**	**1,125,399**

Notes to Financial Statements for Year Ended December 2021 (continued)

11 Mission giving, donations and outreach	Unrestricted Funds	Restricted Funds	Total Funds 2021	Total Funds 2020
Mission giving and donations				
Bicester Christians Action - Food Bank	2,162	275	2,437	1,400
Christians Against Poverty	600		600	600
Churches in Bicester			-	300
Prison Fellowship (Angel Tree)			-	237
Children's Society		56	56	45
Kings Revival Church - Sri Lanka	3,966	3,594	7,560	4,794
Latin Link - ministry support in Bolivia	2,400		2,400	2,400
Church Mission Society	2,400		2,400	2,400
Frankyn Spence - Speakers gift	150		150	150
George Lings - Speakers gift	150		150	-
Lazarus Trust - Speakers gift			-	303
Rosie Feuell - Speakers gift			-	81
Scott and Hillary Dalton - Speakers gift			-	150
	11,828	**3,925**	**15,753**	**12,860**
Hardship and healing grants		**3,254**	**3,254**	**2,399**
Mission and evangelism				
Church outreach events	138		138	355
Cherish Ministry		2,344	2,344	2,493
Hope Church (Elmsbrook Outreach)		2,162	2,162	153
Holiday Clubs			-	641
Foodbank Christmas Toy Appeal		556	556	-
	138	**5,062**	**5,200**	**3,642**
Pioneer minister Salaries/Wages	**6,913**	**7,628**	**14,541**	**14,423**
	18,879	**19,869**	**38,748**	**36,966**

*2020 comprises £20,586 unrestricted and £16,025 restricted.

Notes to Financial Statements for Year Ended December 2021 (continued)

12 Transactions with Related Parties

Remuneration and benefits

Name of trustee or connected party	Legal authority	Salary	Employer Pension	2021 Total	Salary	Employer Pension	2020 Total
Rev Erika Biscoe (Pioneer minister and wife of Chair of Trustees)	Contract of employment	13,982	559	14,541	13,913	510	14,423
Lesley Wasley (PCC & Standing Committee Secretary and PCC member from November 2020)	Contract of employment	11,700	468	12,168	13,745	550	14,294
Cheryl Clark (PCC member from November 2020)	Contract of employment	11,362	454	11,816	11,362	455	11,817
Barbara Walton (PCC member from November 2020)	Contract of employment	4,951	-	4,951	1,504	-	1,504

Other transaction(s) with trustees or related parties

Name of the trustee or related party	Relationship to the charity	Description of the transaction(s)	2021	2020
Mr Stephen Jolly	Husband of a Charity Trustee	Purchasing live stream equipment for the church; Sven does the installation free of charge.	4,599	1,286
Joe Biscoe	Son of Chair of Trustees (Rev Ian Biscoe) and Rev Erika Biscoe	Joe is a plumber by trade and did some work for the church relating to replacing parts on the boiler and bathroom taps. The Buildings and Utilities Team is responsible for the contract without involvement from the Revs Biscoe	1,463	-
Mr Thomas Mitchell	Charity Trustee (until October 2020)	Thomas works at Church Mission Society – who supports Kim and Kailen Khongsai. He is not involved in the decisions of the church on how to spend its mission budget	n/a	2,400

The aggregate value of donations made to the church by Trustees who served as PCC members and their related parties during the year was £32,996 (2020: £34,432) and £3,645 (2020: £2,561) to restricted funds.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF BICESTER EMMANUEL

England & Wales - Charity number 1146630

Accounts

Trustees' Annual Report and Financial Statements

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel

Registered charity no 1146630

Year ended 31 December 2020

Team Rector:
Revd Verena Breed
The Rectory, Tinkers Lane
Bicester, Oxon
OX26 6ES

Team Vicar:
Revd Ian Biscoe
8 Pippin Close
Bicester, Oxon
OX27 8AX

Church Address:
Emmanuel Church
2 Barberry Place
Bicester, Oxon
OX26 3HA

Bank:
The Co-operative Bank
Skelmersdale
Greater Manchester
WN8 3GH

Independent Examiner:
Andrew Churchill Stone – FCA DChA

Joint Treasurer:
Mr Karl Pardoe
Mr Tim Howard

The Parochial Church Council (PCC) presents its Annual Report for the year ended 31 December 2020.

Reference and administrative information

The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006). The PCC is a charity registered with the Charity Commission. The full title of the charity is The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel, registered charity number 1146630 (working name Emmanuel Church Bicester PCC). The address of the church office is 2 Barberry Place, Bure Park, Bicester, Oxfordshire OX26 3HA

The trustees, members of the PCC, at the time of this report, were as follows:

Trustee	Appointed	Term	Basis of appointment
Revd Ian Biscoe	Chair – Incumbent		Ex Officio
Revd Peter Hill	Associate Minister		Ex Officio
Revd Carol Hill	Associate Minister		Ex Officio
Revd Erika Biscoe	Pioneer Minister		Ex Officio
Tim Howard, Churchwarden	From October 2020	1-year term	Ex Officio
Karl Pardoe, Churchwarden	From October 2020	1-year term	Ex Officio
Cheryl Clark, Café Manager	From November 2020	1-year term	Ex Officio
Barbara Walton, Finance Manager	From November 2020	1-year term	Ex Officio
Lesley Wasley, PCC secretary	From November 2020	1-year term	Ex Officio
Rachel Jolly	From April 2018	3-year term	Elected
Adrian Stone	From April 2018	3-year term	Elected
Debbie Winson	From April 2018	3-year term	Elected
Charley Day	From April 2019	3-year term	Elected
Debbi Pardoe	From April 2019	3-year term	Elected
Mike Watermayer	From April 2019	3-year term	Elected
Elizabeth Winson	From October 2020	3-year term	Elected
Phil Croxford	From October 2020	3-year term	Elected
Annie Croxford	From October 2020	3-year term	Elected
Helen Davies	From October 2020	3-year term	Elected
Heather Hindmarsh	From October 2020	3-year term	Deanery Synod
Jeremy WildSmith	From October 2020	2-year term	Elected
During the year the following ceased roles or membership:			
Revd April Beckerleg	Resigned June 2020		Curate – Ex Officio
Nick Hunt	Retired October 2020		Elected
Rose Hunt	Retired October 2020		Elected
Thomas Mitchell, Treasurer	Retired October 2020		Co Opted
Phil Trout	Retired October 2020		Elected
Dora Potter	Deceased 13th September 2020		Elected

Structure, governance and management

The Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel (PCC) is a corporate body. Its governing documents are the Parochial Church Council (Powers) Measure 1956 as amended and the Church Representation Rules.

PCC members are recruited in a number of ways. The incumbent and churchwardens are members by virtue of their office. Deanery Synod representatives are elected by the annual parochial church meeting (APCM) and hold office for three years. Other members of the PCC are elected at the APCM and hold office for three years. Additionally, PCC members may on occasion be co-opted.

The PCC is responsible for all parish finance, its management and control, including the appointment of a treasurer. It is responsible to keep accounting records, which disclose with reasonable accuracy the financial position of the PCC thus ensuring that the financial statements comply with the Charities Act 1993 and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities.

The PCC is also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The PCC is to ensure that the financial statements are examined by an independent examiner or auditor prior to their presentation to the Annual Parochial Church Meeting.

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

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

- Select suitable accounting policies and then apply them consistently
- Make judgments and estimates that are reasonable and prudent
- Follow applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on a "going concern" basis unless it is inappropriate to presume that the charity will remain in operation.

In addition to the PCC there are the following committees:

Standing Committee

From October 2020, this committee consists of the Team Vicar, the two churchwardens, treasurer and the secretary with other people being invited to the Standing Committee as guests where desired. Prior to this point it also included other appointed members from the PCC that represent the fivefold ministry teams as well as one additional church member who was appointed by PCC to become a member of standing committee.

The committee has power to transact the business of the PCC between PCC meetings, subject to any directions given by the council, reporting to the full PCC as appropriate.

Other working groups

Our team structure is based around the five-fold ministries - Apostolic, Prophetic, Evangelism, Teaching and Pastoral. Incorporated within the teaching team is the preaching and children and youth work. Small groups, relationships and families work are part of the Pastoral team. Worship and prayer link in with the Prophetic team. The Evangelism team oversee our mission partner links, outreach events and Alpha.

Our support structures are referred to as 'The trellis' which is an administrative office based team. This includes a Centre Manager, Finance Manager, Child protection officer, GDPR officer, and social media, communications, and IT support.

Deanery

Bicester Emmanuel is a parish lying within the wider Bicester Benefice, which is itself a part of the Bicester & Islip Deanery, in the Diocese of Oxford.

Objectives and activities

The objectives of the PCC are defined by the Parochial Church Council (Powers) Measure 1956 as 'to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical'.

Statement of public benefit

The PCC confirms that we have referred to the Charity Commission's guidance on public benefit, in particular the specific guidance on charities for the advancement of religion, when reviewing the PCC's aims and objectives and in planning future activities. The PCC also confirms that the trustees (i.e. the PCC members) have had due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

The PCC provides benefit to the public by:

- the provision of regular public worship that is open to all.
- the provision of pastoral work including the visiting of the sick, the elderly and the bereaved.
- the teaching of the Christian faith through sermons, home groups, children's meetings, and links with the local schools.
- the promotion of the Christian faith through various events organised by the PCC.
- the support of other charities involved in Christian outreach and development.

As a church family and as individuals, Emmanuel Church Bicester (ECB) aims to offer worship worthy of the living God. Through worship, prayer, and Bible study we seek to know God better and to be conformed to His purposes for our lives. In partnership with other Christians we wish to make His love known within the local community.

ECB relies on the voluntary work of so many people and the PCC very much appreciates their service to the church and the local community.

Achievements and performance

Review of the year

Our church life has been severely affected by the COVID-19 pandemic this year. This has meant that from March onwards we have not been able to meet in person for much of the year due to the various lockdowns. We had to cancel our Easter and Harvest outreach activities and have only been able to have reduced numbers of people to attend our Sunday services. We have stopped our evening services and children's groups, concentrating our efforts on intergenerational worship.

Over the year we have gathered a new children's ministry team who have been developing this all-age ministry with puppets, storytelling, and pre-recorded Bible storytelling through the Wildsmith productions. We have put in place facilities for Live streaming our weekly services on YouTube and developed our website and social media ministry. Christmas week we were able to run a Christmas ministry called 'Journey to Christmas' which gathered over 100 people over three days to explore the journey of the Magi.

Small groups

Most of our small groups meet in people's homes or on line during the week. The number and structure of groups is kept under regular review. Newcomers to the church are encouraged to join a Small Group. During the pandemic and particularly during the lockdowns, small groups have become even more important in enabling people to stay connected and providing pastoral care and support. We have added to our existing network of small groups by setting up virtual collections trying to link everyone at ECB to a pastoral network. This is something we would like to continue post the pandemic.

Youth and Children

Youth and Children are an incredibly important part of the life of ECB. Led by our experienced team we provide a variety of groups and activities that run most Sundays during the morning service. Under normally circumstances the groups are as follows: 0-2.5 years (creche), 2-6 years, 6-11 years and 11 upwards.

These groups have not been able to run during the pandemic, so we have all met together as a church family either face to face or online. Several of the children and young people have been actively involved in the services which has been a very positive outcome.

Our youth group, "The Grid", has met on Thursday evenings on Zoom throughout the year providing a vital resource and support for our young people.

Music and worship

The worship team faithfully led the church in sung worship during both the morning and evening Sunday services in the first quarter. In mid-March we moved everything online and stopped our evening service. This made leading sung worship more complex, but the worship team have done an excellent job coping with this transition to online ministry. The sound and visuals team serve faithfully alongside the worship team providing excellent support. Live streaming has added another level of complexity to the sound and visuals teams work but they have also excelled in coping with this move to online ministry. Over the last year a number of new members have been trained on sound and visuals.

Key areas of Focus

Alongside the various church ministries at Bure Park we have four key areas of focus.

The Bridge Café

The Café continues to provide an excellent bridge between the church and local community. Under normal circumstances it is open all year round from Wednesday to Friday 8.45 -12.00 term time and 9.30 -12.30 during the holidays. Because of the pandemic the Café has had to shut several times during the year. We have carefully complied with Government guidance and often opened for takeaways rather than allowing people to sit inside.

Cherish

Cherish ...*made for such a time as this*... is a six-week faith journey for teenage girls and women of all ages in which they discuss contemporary life issues such as low self-esteem, depression and eating disorders interweaved with the book of Esther and where they are also taught a new skill to prepare a basic manicure.

After the first lockdown in March we put Cherish online and ran it with four teenage girls from Bicester. This went better than we had expected and since then we have offered ongoing mentoring. We have developed the website www.cherishministry.org.uk and have various products that we are selling to help Cherish become a sustainable project. Conversations have been held with various people interested in running Cherish in their own setting, so we will be running our first online leaders training course in early 2021.

Church Planting at Elmsbrook

In December 2020 we sent out and commissioned a team led by Chris Hunt to plant a new church on the Elmsbrook Estate sometimes referred to as the 'Eco Town'. Hope Church builds upon the missional work done over the last three years in this area which includes the Elmsbrook Gardening Group (EGG) that continues to flourish and has been involved in setting up the community allotments. Hope Church has been meeting on a Sunday evening on Facebook live and in virtual small groups during the week for prayer and Bible Study.

Chaplaincy

Peter and Carol Hill provide chaplaincy to Wyndham Hall Care Home, The Hummingbird Centre, HMP Grendon and Springhill, and HMP Prison Woodhill.

There is a worshipping community that meets at Wyndham Hall on a regular basis, to celebrate Holy Communion, and Carol provides one-to-one support for those wishing it. She is assisted by a team from Emmanuel who befriend the residents and interact with them in many ways. Carol has provided chaplaincy support to the Hummingbird Centre for several years, befriending the guests, sometimes providing Holy Communion in their homes, and exploring spirituality, loss of life and bereavement issues. This has been difficult during the last year.

Peter is part of a wider chaplaincy team at both Grendon & Springhill and Woodhill and is involved in prisoner drop-ins, Sunday Services, visiting all areas of the prison. He offers both support to the staff, who do a difficult job, and the prisoners who are in a difficult position (both made worse by the pandemic). Peter is in a unique position to interact with all facets of prison life, having been a Senior Prison Service Officer for 30 years.

Mission Partners

ECB continues to support a church in Negombo, Sri Lanka and its leader Sriyamal Fernando. The church is on the west coast of Sri Lanka just north of Colombo. Members of ECB have visited the Church at various times in the past. Sriyamal visited ECB in 2013. As part of their Sabbatical in April 2019 Revd Ian and Erika Biscoe visited the church in Sri Lanka. During the pandemic we have established a pattern of biweekly zoom conversations.

We have established links with Marcelo and Silvana Vargas who run a Centre for Christian Mission in La Paz, Bolivia. Marcelo and his wife visited ECB in June 2018 to preach and meet our congregation. Marcelo is known personally to several members of the congregation and although a Bolivian national has lived and studied in the UK. He is involved with two organisations, CCM in La Paz which has been training graduates in holistic mission for over eighteen years and FTL which is a Latin American Theological Fraternity looking to develop the Kingdom of God in an authentic Latin American expression.

Kim and Kailen Khongsai have been mission partners through A Rocha in Southall UK since October 2018.

We also have ongoing connections with Scott and Hilary Dalton in Toronto, Canada and Ben Biscoe in Lakewood, California.

Links with the other Churches in Bicester

ECB is part of the 'Churches in Bicester' which is a strong organisation supported by ministers and church members. The ministers of the major denominations enjoy a warm relationship and hold weekly meetings which have been on Zoom since the beginning of the pandemic. This provides mutual help and support, and furthers the ecumenical work in the town. The churches have a good working relationship, and currently work together on the following initiatives.

Refugee Support Group

The aim of CiBRS (Churches in Bicester Refugee Support) is to show the love of God to those displaced from their homeland through conflict by raising awareness through our networks within the churches, local authorities and local community, assisting with accommodation needs and supporting locally placed refugees through befriending, practical help, advice and signposting.

Christians Against Poverty

A team of people from various churches have been trained as CAP money coaches to deliver the CAP Money Course around Bicester. The aim is to help those who are struggling financially to gain control of their money and free them from the burden of debt.

Bicester Food Bank

The Food Bank gives boxes of nutritionally balanced food and support to people experiencing emotional or financial crisis. The Bicester Food Bank has recently moved to a new premise in Wesley Lane, Bicester.

Children's Holiday Club

Normally we run four holiday clubs which run for 5 days during the summer school holidays. The clubs provide teaching and activities on a Christian based theme. In person holiday clubs were not possible this year, so we produced 150 'Holiday Club at Home' packs including teaching material, craft activities and snacks which were delivered or collected by families to use in their own home. We hope to return to our normal pattern in 2021.

Seniors Outreach

To provide care, entertainment and community among older people in Bicester and to bring the Spirit of Jesus Christ into the lives of people through relationships. We have a special emphasis to reach those who live alone. Providing Chapel Type meetings in Residential care homes (Langford View, Cherwood and others). Being an additional presence in Care Homes for their activities. As with all such activities, these have been substantially restricted in 2020 due to the pandemic.

Electoral roll and Sunday attendance

Electoral roll

The overall electoral roll was 149 in October 2020, down from 163 in April 2019.

Sunday attendance

The average attendance on Sunday mornings in 2019 was 115 and in the evenings the average attendances were 40. From the beginning of January 2020 until 15th March 2020 the average Sunday morning attendance was 118 and, the average evening attendances were 43. The weekly average online viewing figures from 22nd March 2020 until 27th December 2020 were 238 per week.

Plans for future periods

As well as continuing with our current activities, Emmanuel Church, Bicester is planning the following:

a) Support the Hope Church team to grow a sustainable ministry on the Elmsbrook estate.
b) Encourage and expand the Bicester Forest Church ministry.
c) Develop the Bridge Café so it becomes financially self-sustaining.
d) Continue to build the Cherish women's ministry so it becomes self-sustaining.
e) Start a men's ministry in the café on a Tuesday evening.
f) Appoint a Children and youth worker.

The Financial review

Most our income is received through tax efficient giving schemes; thus we have been able to recover an additional £26,679 from HM Revenue & Customs during the year. In 2019 the amount was £29,738. The total number of individuals who gave regularly in 2020 is 71 (2019: 73). The average gift given by these individuals not including one off gifts was £142 (2019:£139). Having a regular income is vital to enable ECB to continue supporting the vision we have for our congregation and community. We are grateful to God for his provision in a year of hardship for many in our congregation.

In 2020 we had 3 members of staff who were on furlough for substantial periods enabling us to participate in the government's furlough scheme and receive grant income of £10,653. One of our staff members also took a voluntary payment holiday from mid-March. These together with other measures taken by the church to reduce its cost base have enabled it to not eat into its general fund reserves.

Our total funds, including the capitalised cost of the building, decreased by £44,128 from £1,169,002 to £1,125,399. General funds increased from £27,280 to £40,257. The overall unrestricted (general plus designated) has increased from £60,539 to £73,661

Restricted funds have decreased from £1,077,559 to £1,051,738 (this includes the capitalised building cost). The main movement relates to depreciation of £30,057.

Grants and Donations

The PCC aims to devote not less than 10% of its unrestricted income to mission and outreach, shared between local, national, and international activities. As a part of this, during the year, the PCC made charitable grants of 6.4% of unrestricted donations (2019: 5.5%). In addition, the church funded outreach events in the parish and financially supported Revd Erika Biscoe with quarter stipends. Erika's ministries are mostly concerned with developing local outreach activities. In 2020, some of her stipend was met by a grant from the Diocese of Oxford, but the remainder brings the total to 12.5% of unrestricted donations (2019: 12.5%). We have also continued to assist individuals and families in hardship although in 2020 we have been able to do this through very generous gifts into a restricted fund for this purpose. Further details are shown in Note 11.

Risk assessment

The PCC have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks. Maintenance, repair, or replacement of essential installations is carried out periodically so that key operational objectives of the PCC are delivered. Fire, safety and alarm checks and inspections occur on a regular basis as specified. All building and liability insurances are in place, reducing financial risk. The Diocese of Oxford recommended Safeguarding Policy has been adopted in full by the PCC.

Reserves Policy

The PCC aims to maintain general reserves at such a level that working capital is maintained at a level equivalent to approximately six months' general fund expenditure. Current reserves are approximately 2.6 months of general expenditure in a normal year. The PCC are actively looking to increase the reserves during 2021 but are aware of the continued potential impact of Covid-19.

Approved by the PCC on the 23rd of March 2021 and signed on its behalf by

Ian Biscoe

Revd Ian Biscoe
Chairman

Independent Examiner's Report to Emmanuel Church Bicester Parochial Church Council

I report on the accounts of the Parochial Church Council of the Ecclesiastical Parish of Bicester Emmanuel for the year ended 31 December 2020, which are set out on pages 11 to 22.

Responsibilities and basis of report

As the charity's Trustees, you are responsible for the preparation of the accounts in accordance with the 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 by examination, I have followed all the applicable Directors given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's 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 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

Andrew Churchill Stone – FCA DChA
Mercer Lewin
41 Cornmarket Street
Oxford
OX1 3HA
23 April 2021

Financial Statements for the Year Ended 31 December 2020
Statement of Financial Activities

	Notes	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds 2020	Total Funds 2019 *
Income and endowments from:						
Donations and Legacies	2a	154,903	-	15,948	170,851	169,277
Charitable Activities	2b	7,346	-	-	7,346	21,045
Other	2c	2,318	-	127	2,445	14,641
Investments	2d	-	145	-	145	75
Total		**164,567**	**145**	**16,075**	**180,787**	205,038
Expenditure on:						
Raising Funds	3a	3,405	-	-	3,405	7,821
Charitable Activities	3b	146,269	-	12,742	159,011	196,772
Other Activities	3c	1,012	-	30,058	31,070	31,349
Total		**150,686**	**-**	**42,800**	**193,486**	**235,942**
Net Income/(Expenditure)		**13,881**	**145**	**(26,725)**	**(12,699)**	**(30,904)**
Transfers between Funds		**(904)**	**-**	**904**	**-**	**-**
Other recognised gains/(losses):						-
Gains/(losses) on revaluation of fixed assets		-	-	-	-	-
Gains/(losses) on investments		-	-	-	-	-
Net Movement in Funds		12,977	145	(25,821)	(12,699)	(30,904)
Reconciliation of funds:						
Total Funds brought forward (1st Jan)		27,280	33,259	1,077,559	1,138,098	1,169,002
Total Funds carried forward (31st Dec)		40,257	33,404	1,051,738	1,125,399	1,138,098

**see note 10 for full comparatives*

Approved by the PCC on 23rd of March 2021 and signed on their behalf by

Revd Ian Biscoe (PCC chairman)

Karl Pardoe (Joint PCC Treasurer)

Financial Statements for the Year Ended 31 December 2020

Balance Sheet

	Notes	Total 2020	Total 2019
Fixed Assets			
Tangible Assets	5(a)	1,031,996	1,061,719
Investments	5(b)	-	-
		1,031,996	**1,061,719**
Current Assets			
Stock		1,286	500
Debtors	6	6,239	2,992
Bank current account		89,770	76,104
Cash		186	257
Liabilities due in one year	7		
Creditors		(4,078)	(3,474)
Loans		-	-
Net Current Assets/(Liabilities)		**93,403**	**76,379**
Liabilities due after one year			
Creditors		-	-
Loans		-	-
			-
Total Net Assets		**1,125,399**	**1,138,098**
Parish Funds			
Unrestricted Funds			
General		40,257	27,280
Designated		33,404	33,259
		73,661	**60,539**
Restricted Funds		1,051,738	1,077,559
Endowment Funds		-	-
Total		**1,125,399**	**1,138,098**

The attached notes form part of these financial statements

1. Notes to the accounts

Accounting Policies

a. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable for charities preparing their accounts in accordance with FRS102 (effective 1 – January 2015) – (Charities SORP FRS102). Emmanuel Church PCC constitutes a public benefit entity as defined by FRS102.

b. Stock

Stock consists of Café and Cherish goods for resale and is valued at the lower of cost and net realisable value.

c. Fixed assets

Consecrated and benefice property is excluded from the accounts by s.10(2)(a) & (C) of the Charities Act 2011. Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the Church's inventory, which can be inspected (at any reasonable time). Assets are capitalised where the value is greater than £500 and depreciated as follows:

- Freehold property – not depreciated
- Plant and Machinery – 5-20 years
- Church Equipment – 3-5 years

d. Pensions policy

The PCC operates a defined contribution stakeholder pension scheme which is offered to all employees.

e. Assessment of going concern

Having reviewed the financial position, the Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern and have a reasonable expectation that the charity has adequate resources to continue its activities for the foreseeable future. Accordingly, they continue to adopt a going concern basis in preparing the financial statements.

f. Statement of Cash Flows

The Charity is classified as a smaller charity and is therefore exempt from the requirement to include a Statement of Cash Flows in its financial statements. The trustees have taken advantage of this exemption in FRS 102 and SORP Update Bulletin 1 and have not presented a Statement of Cash Flows in these financial statements.

g. The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

Description of Funds

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Designated Funds are part of the unrestricted funds earmarked by the PCC for a particular purpose.

Restricted funds comprise of two elements: -

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Incoming resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants are accounted for when the PCC is legally entitled to the amounts due. Legacies are accounted for when the receipt is probable. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when paid. Expenditure is generally recognised when it is incurred and is accounted for gross.

Note 2 Income and Endowments from:	2	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
Donations and Legacies	2a				
Voluntary Income/Receipts					
Tax efficient planned giving		101,221	2,950	104,171	103,513
Other planned giving		8,238	783	9,021	6,780
Collections at services		488	-	488	6,990
All other recurring giving and voluntary receipts		1,714	-	1,714	6,696
All other non-recurring giving, inc Special Appeals		5,910	5,456	11,366	15,560
Gift Aid recovered		26,679	-	26,679	29,738
Legacies received (capital value)		-	-	-	-
Grants: recurring (paid in more than one financial year)		-	-	-	-
HMRC Furlough		10,653	-	10,653	-
Diocese of Oxford - Cherish		-	6,759	6,759	-
Grants: non-recurring		-	-	-	-
		154,903	15,948	170,851	169,277
Charitable Activities	2b				
Church Activities					
Statutory Fees (retained by PCC)		395	-	395	442
Church cafe & events		6,759	-	6,759	18,653
Other		192	-	192	1,950
		7,346	-	7,346	**21,045**
		-	-	-	-
Other Trading Activities	2c	-	-	-	-
Activities for Generating Fund		-	-	-	-
Church and room hire		2,289	-	2,289	11,846
Fairtrade and bookstall		-	-	-	99
Rental Income		-	-	-	2,680
Cherish Income		-	127	127	-
Other		29	-	29	16
		2,318	127	2,445	**14,641**
Investments	2d				
Bank Interest		145	-	145	75
		145	-	145	**75**
Total		**164,712**	**16,075**	**180,787**	**205,038**

Note 3 Expenditure on:	3	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
Raising Funds	3a				
Costs of Generating Income					
Church cafe & events		3,405	-	3,405	7,821
Other		-	-	-	-
		3,405	-	3,405	7,821
Charitable Activities	3b				
Church Activities					
Mission giving and donations	11	10,653	5,072	15,725	19,022
Diocesan Parish Share Contribution		65,328	-	65,328	63,844
Salaries/Wages	11	38,819	4,384	43,203	54,219
Clergy and Staff Expenses		6,374	12	6,386	10,233
Church Expenses					
Church Expenses (Mission and Evangelism)	11	903	3,191	4,094	7,503
Rent of House		-	-	-	7,000
Church running expenses		17,025	83	17,108	22,999
Church utility bills		6,567	-	6,567	11,757
Cost of trading		-	-	-	-
Major Capital Expenditure					
Major Repairs to the Church		-	-	-	-
Major Repairs to Church Hall		-	-	-	-
New Building Work		-	-	-	-
PCC Governance Costs		600	-	600	195
		146,269	**12,742**	**159,011**	196,772
Other - loan interest and depreciation	3c	1,012	30,058	31,070	31,349
		1,012	**30,058**	**31,070**	31,349
Total		**150,686**	**42,800**	**193,486**	235,942

Notes to Financial Statements for Year Ended December 2020

4(a) Staff Costs

	2020	2019
Salaries and stipends	41,592	52,311
Employer pension contributions	1,611	1,908
	43,203	**54,219**

During the year the PCC employed 5 people on a part-time basis (2019: 5 people). Please see notes 11 and 12 for additional information. No employee's remuneration exceeded £60,000 (2019: nil). A stakeholder pension scheme is in operation and where appropriate the PCC contributes 4% of gross salary for each employee. There were no outstanding contributions owing to the pension scheme at 31 December 2020 (2019: nil).
The Church considers Rev Ian Biscoe (Chair of Trustees) along with the Standing Committee to be part of the key management personnel. Rev Ian Biscoe is paid by the Diocese of Oxford. Therefore the amount of employee benefits received by key management personnel for their services during the year £nil (2019: £nil) other than as disclosed in Note 12 Transactions with Related Parties.

4(b) PCC Costs

Other than as disclosed in Note 12, there were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other expenses relating to their role as trustees.

5(a) Tangible Fixed Assets

	Freehold Buildings	Plant and machinery	Church Equipment	Total
At Cost or Valuation				
As at 1 Jan 2020	743,004	549,439	17,785	1,310,228
Additions in the Year			1,347	1,347
Disposal in the Year				-
Revaluation (if any)				-
As at 31 Dec 2020	**743,004**	**549,439**	**19,132**	**1,311,575**
Accumulated Depreciation				
As at 1 Jan 2020	-	234,795	13,714	248,509
Charge for the Year		30,058	1,012	31,070
Disposals				-
As at 31 Dec 2020	-	**264,853**	**14,726**	**279,579**
Net Book Value at 1 Jan 2020	**743,004**	**314,644**	**4,071**	**1,061,719**
Net Book Value at 31 Dec 2020	**743,004**	**284,586**	**4,406**	**1,031,996**

5(b) Investments - none

Notes to Financial Statements for Year Ended December 2019

6 Debtors

	2020	2019
Gift aid reclaims	3,416	2,807
Furlough grant	823	-
Prepayments	579	-
Other debtors	1,421	185
	6,239	**2,992**

During 2019 year, a loan which was previously given to a member of ECB in 2018 (included as Other Debtors in 2018) through the hardship fund was written off with the agreement of the PCC. This is treated as a grant in this year's accounts.

7 Liabilities

	2020	2019
Amounts falling due in one year		
Loans and overdrafts	-	-
Trade creditors	4,078	3,474
	4,078	**3,474**
Amounts falling due after one year		
Loans and overdrafts	-	-
	-	-

At the year end, the amount due to the pension scheme was Nil (2018: Nil)

8 Analysis of Net Assets - 2020

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2020
Fixed Assets	4.905	-	1,027,091	1,031,996
Current Assets	39,385	33,404	24,692	97,481
Liabilities: Amounts falling due within one year	(4,033)	-	(45)	(4,078)
	40,257	**33,404**	**1,051,738**	**1,125,399**

Analysis of Net Assets - 2019

	General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2019
Fixed Assets	4,571	-	1,057,148	1,061,719
Current Assets	26,087	33,259	20,496	79,842
Liabilities: Amounts falling due within one year	(3,379)	-	(95)	(3,474)
	27,279	**33,259**	**1,077,549**	**1,138,086**

Notes to Financial Statements for Year Ended December 2020

9 Funds Reconciliation	Reserves at 1 Jan 20	Incoming Resources	Resources Expended	Transfers Between Funds	Reserves at 31 Dec 20
Unrestricted Funds					
General funds	27,099	152,380	135,314	(4,393)	39,772
Café	181	12,187	15,372	3,489	485
Total General and cafe Funds	**27,280**	**164,567**	**150,686**	**(904)**	**40,257**
Designated Funds					
PCC Reserve Fund	33,259	145	-	-	33,404
Total Designated Funds	**33,259**	**145**	**-**	**-**	**33,404**
Total Unrestricted funds	**60,539**	**164,712**	**150,686**	**(904)**	**73,661**
Restricted Funds					
Building fund	1,057,148	-	30,057	-	1,027,091
Maintenance Fund	1,250	2,950	-	-	4,200
Hope Church (formerly Elmsbrook)	1,415	783	154	-	2,044
Hardship fund	8,625	2,765	2,399	-	8,991
Healing fund	456	-	-	-	456
Kings Word Ministry Trust (formerly Kings Revival Church)	15	2,186	2,186	-	15
Cherish ministry	257	227	117	904	1,271
Cherish Oxford Diocese Grant	-	6,759	6,759	-	-
Churches in Bicester Holiday Club	1,197	-	641	-	556
New Wine	1,250	-	-	-	1,250
Other restricted funds	334	245	250	-	329
Angel Tree	77	160	237	-	-
John Williams fund	5,535	-	-	-	5,535
Total Restricted Funds	**1,077,559**	**16,075**	**42,800**	**904**	**1,051,738**
Total Funds	**1,138,098**	**180,787**	**193,486**	**-**	**1,125,399**

Café Fund – This relates to the operation of the Café and includes all income from sales and purchase of food and related salary costs.

PCC Reserve Fund – The PCC have discretion for the fund.

Building fund – This represents the net book value of the Church building, in prior years the Diocese Loan was included in this fund.

Maintenance Fund – This fund comprises funds specifically donated for future major repairs of the Church building

Hope Church (formerly Elmsbrook Outreach) – this relates to mission activities on the Elmsbrook estate

Hardship Fund is used to pay grants to individuals.

Kings Word Ministry Trust (formerly Kings Revival Church) – Restricted donations are passed onto the Kings Word Ministry Trust in Sri Lanka

Notes to Financial Statements for Year Ended December 2020

Cherish Ministry fund is to support the work of the Pioneer Minister and her work with the Cherish project.

Cherish Oxford Diocese Grant is a 2 year grant given specifically to develop and grow the Cherish ministry. It commenced in June 2020.

Church in Bicester – Holiday club. The church administers the funds for the different holiday clubs organised by Churches in Bicester

New Wine – Families going to New Wine conference held in the summer

Angel Tree – This is for the provision of presents and gifts at Mothers Day and Christmas for mums and children of the local prison. This is with in conjunction with Prison Fellowship. This fund closed during the year.

John Williams Fund – This represents funds received to encourage those in ministry training

10	**SOFA Comparatives** (previous year)	**Unrestricted Funds**	**Designated Funds**	**Restricted Funds**	**Total Funds 2019**
	Income and endowments from:				
	Donations and Legacies	159,246	-	10,031	169,277
	Charitable Activities	19,095	-	1,950	21,045
	Other Activities	11,961	-	2,680	14,641
	Investments	75	-	-	75
	Total	**190,377**	**-**	**14,661**	**205,038**
	Expenditure on:				
	Raising Funds	7,821	-	-	7,821
	Charitable Activities	175,084	-	21,688	196,772
	Other	1,144	-	30,205	31,349
	Total	**184,049**	**-**	**51,893**	**235,942**
	Net Income/(Expenditure)	**6,328**	**-**	**(37,232)**	**(30,904)**
	Transfers between Funds	12,855	(10,000)	(2,855)	-
	Other recognised gains/(losses):	-	-	-	-
	Gains/(losses) on revaluation of fixed assets	-	-	-	-
	Gains/(losses) on investments	-	-	-	-
	Net Movement in Funds	19,183	(10,000)	(40,087)	(30,904)
	Reconciliation of funds:				
	Total Funds brought forward (1st Jan)	**8,097**	**43,259**	**1,117,646**	**1,169,002**
	Total Funds carried forward (31st Dec)	**27,280**	**33,259**	**1,077,559**	**1,138,098**

Notes to Financial Statements for Year Ended December 2020

11 Mission giving, donations and outreach

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019 *
Mission giving and donations				
Bicester Christians Action - Food Bank	1,200	200	1,400	1,499
Christians Against Poverty	600	-	600	600
Churches in Bicester	300	-	300	360
Prison Fellowship (Angel Tree)	-	237	237	697
Children's Society	-	45	45	-
Kings Revival Church - Sri Lanka	2,608	2,186	4,794	6,245
Latin Link - ministry support in Bolivia	2,400	-	2,400	2,400
Church Mission Society	2,400	-	2,400	2,540
Lazarus Trust - Speakers gift	303	-	303	-
Frankyn Spence - Speakers gift	150	-	150	-
Rosie Feuell - Speakers gift	81	-	81	-
Scott and Hillary Dalton - Speakers gift	150	-	150	450
Care for the family	-	-	-	50
Ben Biscoe	-	-	-	500
Gill Gifford	-	-	-	416
James Kennedy - St Mary's Chipping Norton	-	-	-	150
	10,192	**2,668**	**12,860**	**15,907**
Hardship and healing grants	**-**	**2,399**	**2,399**	**2,896**
Mission and evangelism				
Church outreach events	355	-	355	1,499
Cherish Ministry	-	2,493	2,493	230
Hope Church (Elmsbrook Outreach)	-	153	153	925
Missional House	-	-	-	10,585
Holiday Clubs	-	641	641	1,561
Children's work	-	-	-	725
Youth mission support	-	-	-	109
	355	**3,287**	**3,642**	**15,634**
Pioneer minister Salaries/Wages	**10,039**	**4,384**	**14,423**	**13,292**
	20,586	**16,025**	**36,966**	**47,729**

*2019 comprises £26,282 unrestricted and £21,447 restricted.

Notes to Financial Statements for Year Ended December 2020

12 Transactions with Related Parties

Remuneration and benefits

Name of trustee or connected party	Legal authority	Salary	Employer Pension	2020 Total	Salary	Employer Pension	2019 Total
Rev Erika Biscoe (Pioneer minister and wife of Chair of Trustees)	Contract of employment	13,913	510	14,423	12,781	511	13,292
Lesley Wasley (PCC & Standing Committee Secretary and PCC member from November 2020)	Contract of employment	13,745	550	14,294	11,613	465	12,078
Cheryl Clark (PCC member from November 2020)	Contract of employment	11,362	455	11,817	947	38	985
Barbara Walton (PCC member from November 2020)	Contract of employment	1,504	-	1,504	-	-	-

Other transaction(s) with trustees or related parties

Name of the trustee or related party	Relationship to the charity	Description of the transaction(s)	2020	2019
Mr Stephen Jolly	Husband of a Charity Trustee	Purchasing live stream equipment for the church	1,286	120
Ben Biscoe	Son of Chair of Trustees (Rev Ian Biscoe) and Rev Erika Biscoe	Ben is involved in mission work overseas and the PCC agreed a grant	-	500
SL Technical Ltd	Charity Trustee till April 2019 Steve Lindley is a Director of this company (SL Technical Ltd)	Various maintenance and electrical works to church building	n/a	473
Mr Thomas Mitchell	Charity Trustee (until October 2020)	Thomas works at Church Mission Society – who supports Kim and Kailen Khongsai	2,400	2,540

The aggregate value of donations made to the church by Trustees who served as PCC members and their related parties during the year was £34,432 (2019: £35,333) and £2,561 (2019: £3,970) to restricted funds.