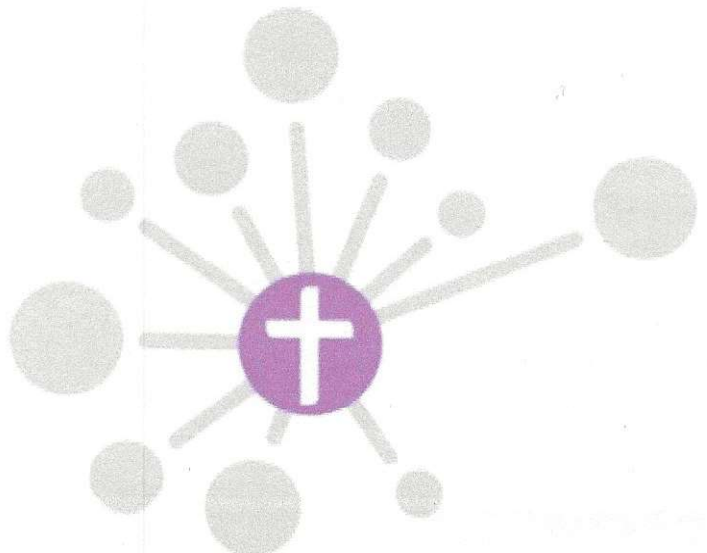

Trustees' Annual Report and Financial Statements

The Parochial Church
Council of the Ecclesiastical
Parish of Bicester
Emmanuel

Registered charity no 1146630

Year ended 31 December 2024



Emmanuel Church Bicester PCC 2024

Trustees' Annual Report & Financial Statements

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

Emmanuel Church Bicester PCC 2024

Trustees' Annual Report & Financial Statements

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
Debby Pardoe	March 2024	Retired	Elected
Adrian Stone	May 2024	Retired	Elected
Lesley Wasley	July 2024	Retired	Elected
Helen Rossiter	November 2024	Retired	PCC Secretary

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Trustees' Annual Report & Financial Statements

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

Emmanuel Church Bicester PCC | 2024

Trustees' Annual Report & Financial Statements

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.

Emmanuel Church Bicester PCC | 2024

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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

Emmanuel Church Bicester PCC | 2024

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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

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Trustees' Annual Report & Financial Statements

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 ministers' 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.

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Trustees' Annual Report & Financial Statements

- 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 of 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.

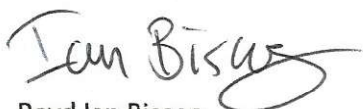
Risk assessment

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

Emmanuel Church Bicester PCC 2024 Trustees' Annual Report & Financial Statements

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

Emmanuel Church Bicester PCC **2024**

Trustees' Annual Report & Financial Statements

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)

Emmanuel Church Bicester PCC 2024

Trustees' Annual Report & Financial Statements


Financial Statements for the Year Ended 31 December 2024

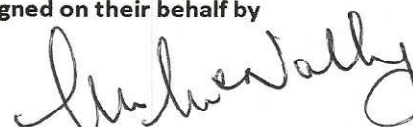
Balance Sheet

	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


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.

Emmanuel Church Bicester PCC **2024**

Trustees' Annual Report & Financial Statements

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

2 Income and Endowments from:

Donations and Legacies

Voluntary Income/Receipts

Tax efficient planned giving

Other planned giving

Collections at services

All other non-recurring giving, inc Special Appeals

Gift Aid recovered

Legacies received (capital value)

Grants: recurring (paid in more than one financial year)

Grants: non-recurring

Charitable Activities

Church Activities

Statutory Fees (retained by PCC)

Church cafe & events

Other

Other Trading Activities

Activities for Generating Fund

Church and room hire

Cherish Income

Other

Investments

Bank Interest

Total

2	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
2a				
	92,271	14,526	106,797	95,451
	14,748	-	14,748	15,972
	971	-	971	1,378
	9,754	6,511	16,265	21,038
	25,667	4,143	29,810	30,009
	-	-	-	-
	-	-	-	-
	-	250	250	4,350.00
	143,411	25,430	168,841	168,198
2b				
	476	-	476	531
	26,799	265	27,064	24,728
	24	-	24	1,372
	27,299	265	27,564	26,631
2c				
	16,275	135	16,410	12,037
	-	593	593	1,720
	-	-	-	0
	16,275	728	17,003	13,757
2d				
	992	378	1,370	967
	992	378	1,370	967
	187,977	26,801	214,778	209,553

Emmanuel Church Bicester PCC **2024**

Trustees' Annual Report & Financial Statements

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				
<i>Costs of Generating Income</i>					
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				
<i>Church Activities</i>					
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
<i>Church Expenses</i>					
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		-	-	-	-
<i>Major Capital Expenditure</i>					
Major Repairs to the Church		-	-	-	-
<i>PCC Governance Costs</i>		630	-	630	630
<i>Depreciation</i>	3c	2,439	61,458	63,897	26,102
<i>Asset Disposal</i>	3c	-	5,325	5,325	-
		164,822	87,651	252,473	208,718
Total		172,823	89,227	262,050	216,956

Emmanuel Church Bicester PCC **2024**

Trustees' Annual Report & Financial Statements

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
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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

Emmanuel Church Bicester PCC **2024**

Trustees' Annual Report & Financial Statements

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

6 Debtors

Gift aid reclaims
Loan Receivable
Prepayments
Other Debtors

2024	2023
4,059	3,062
2,900	4,000
-	115
1,341	7,045
8,300	14,222

7 Liabilities

Amounts falling due in one year

Trade creditors

2024	2023
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2,360	2,607
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Amounts falling due after one year

Loans and overdrafts

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

8 Analysis of Net Assets - 2024

Fixed Assets
Current Assets
Liabilities: Amounts falling due within one year

General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2024
19,202	-	882,949	902,151
63,719	34,402	51,768	149,889
(2,308)	-	(52)	(2,360)
80,613	34,402	934,665	1,049,680

Analysis of Net Assets - 2023

Fixed Assets
Current Assets
Liabilities: Amounts falling due within one year

General Unrestricted Funds	Designated Funds	Restricted Funds	Total 2023
6,777	-	949,732	956,509
61,562	33,852	47,636	143,050
(2,330)	-	(277)	(2,607)
66,009	33,852	997,091	1,096,952

Emmanuel Church Bicester PCC | 2024

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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.

Emmanuel Church Bicester PCC **2024**

Trustees' Annual Report & Financial Statements

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

Emmanuel Church Bicester PCC **2024**

Trustees' Annual Report & Financial Statements

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

11 Mission giving, donations and outreach

Mission giving and donations

Bicester Christian Action - Food Bank

Christians Against Poverty

Kings World Ministry Trust - Sri Lanka

Latin Link - ministry support in Bolivia

Refugee Fund

Children's Society Collections

Ben Biscoe

Jeremy Wild-Smith

Gill Gifford

Movement in Worship

The Garden Tomb

British and Foreign Bible Society

Joel Davids-Austin (YWAM studies)

Church Mission Society

Scott and Hillary Dalton - Speakers gift

Hardship and healing grants

Mission and evangelism

Church outreach events

Cherish Ministry

Hope Church (Elmsbrook Outreach)

Schools Outreach Project Work

Pioneer minister & School Outreach

Worker Salaries/Wages

Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023 ~
1,320	150	1,470	1,962
660	-	660	660
5,005	895	5,900	8,835
2,640	-	2,640	2,640
-	3,608	3,608	1,789
-	*	-	272
300	500	800	-
-	500	500	-
150	272	422	-
150	310	460	-
500		500	-
		-	1,000
		-	500
		-	150
		-	409
10,725	6,235	16,960	18,217
-	282	282	752
272	-	272	416
-	996	996	1,350
-	1,034	1,034	5,562
93	-	93	760
365	2,029	2,395	17,126
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

Emmanuel Church Bicester PCC | 2024

Trustees' Annual Report & Financial Statements

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.