

**ST MARY THE VIRGIN, SHEERING**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2024  
FOR  
ST MARY THE VIRGIN, SHEERING**

**REGISTERED CHARITY NUMBER 1149115**

ST MARY THE VIRGIN, SHEERING  
REFERENCE AND ADMINISTRATIVE DETAILS  
FOR THE YEAR ENDED 31 DECEMBER 2024

St Mary's Church is situated in Church Lane, Sheering. It is part of the Diocese of Chelmsford within the Church of England. The correspondence address is The Vicarage, Broomfields, Hatfield Heath, Bishops Stortford, Herts CM22 7EH.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission (Charity number 1149115).

PCC members who have served from 1 January 2024 until the date this Report was approved are:

Incumbent:	The Revd Sophie Weller (Since 23 September 2024)
Chair:	The Revd Sophie Weller (Since 23 September 2024)
Vice Chair:	Mrs Jane Potter
Wardens:	Mrs Jane Potter
Treasurer:	Mrs Jean Franks (Acting)
Secretary:	Mrs Elsie Baker
Representatives on Deanery Synod:	Mrs Jane Potter Mrs Fiona Klimcke (from April 2024)
Elected members:	Mrs Barbara Aylmer Mrs Elsie Baker Mrs Fiona Klimcke (until April 2024) Dr Nandiran Ratnavel Mrs Lydia Taylor (until November 2024)
Bankers:	Barclays Bank Plc Leicester, LE87 2BB  National Westminster Bank Plc 12 The Rows Harlow Essex. CM20 1BZ
Independent examiner:	Rev Malcolm Green BA (Hons) 5 The Gowers Harlow Essex CM20 2JP.

ST MARY THE VIRGIN, SHEERING  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The Church is governed by the Parochial Church Council Powers Measure (1956) as amended and Church Representation rules that came into force in 2020 and subsequent amendments.

### **Structure:**

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

### **Objectives and activities:**

St. Mary's PCC has the responsibility of co-operating with the Incumbent, in promoting within the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church, Church Room and grounds.

### **Committees:**

The PCC operates through committees, and also receives reports and advice from various groups which may meet between full meetings of the PCC.

**Standing Committee:** This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

#### **Finance Committee:**

Oversees the general finance dimension of the work of St Mary's by monitoring income and expenditure, budgeting and co-ordinating the annual review of the Christian Stewardship of money through planned giving.

**Fabric Committee:** Attends to matters relating to the stewardship of plant, such as the church buildings and fabric, the churchyard (including overseeing the implementation of the Diocesan churchyard regulations).

**Church attendance:** There are no new members on the Electoral Roll which now stands at 42, with 17 non-resident.

The Parish Count in October averaged 17 adults and 0 children per Sunday.

### **Review of the year**

The full PCC met six times during the year with an average level of attendance of 79%.

In addition the PCC was convened twice for single-topic decisions.(re the Parish Profile and to consider options for the dissolution of the archdeaconry of Harlow.

Committees met between meetings, and minutes of their deliberations were received by the full PCC and discussed.

The Church was used throughout the year for one wedding, one baptism and 3 funerals.

Harvest was celebrated over the weekend of 21/22 September 2024 with teas and stalls in the Church Room and a service in Church with harvest gifts donated to Harlow Foodbank and Streets2Homes. At that service bibles were presented to children from the Reception Class at Sheering School.

St Mary's Brass provided the music for A Christmas Singalong with Mulled Wine in the Village Hall on 6th December (£381 sent to Crisis at Christmas) and also played Christmas music at an event in The Cock Inn (£376 donated to Friends of St. Mary's funds).

A separate group of musicians led carol singing round the village (£87.44 collected and sent to TearFund and further funds were donated via a JustGiving web page), A Christmas card in Church raised £67 for Crisis at Christmas. The offering from the Christingle service (£51.65) was sent to The Children's Society. Friends of St. Mary's hosted one fund-raising event, a quiz in the Village Hall.

ST MARY THE VIRGIN, SHEERING  
REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT  
Financial review (detailed in the Financial Statements)

Income

Total Income for the year was £31,395 (unrestricted) and £5,255 (restricted).

Expenditure

Total expenditure for the year was £28,173 expended from general funds and £11,583 expended from restricted funds.

The accounts showed an excess of income over expenditure for the year of £3,222 in our unrestricted funds. This meant that the balance of our unrestricted funds increased from £9,117 at the end of the last financial year to £11,338 at the end of this financial year (including a transfer of £1,002 to a new restricted bureau costs fund).

The charitable giving for the year amounted to £139.

The ongoing Parish Share contribution (for Diocesan provision) represents a significant challenge, and the PCC continues in its endeavours to meet this in order that the work of spreading the good news of Jesus can continue to be effective and relevant in our Parish. Our Parish Share contribution during the year was £17,336 and we expect a small increase for 2025,

Public benefit statement

In shaping the Church's objectives and planning the activities, the PCC members have considered the Charity Commission's guidance on public benefit.

A thank you to all.

Finally, on behalf of the PCC, I would like to express thanks once again to the congregation for their continuing financial support during 2024 which has been another very challenging year in both our Church and in the wider world due to continuing unease around the world and the financial pressures in the wider economy. I would also like to express thanks to everybody who helps with the smooth running of St. Mary's finances, particularly Philip Taylor who has supported me in my role, and whose invaluable help I greatly rely upon; Jane Potter who, together with Philip Taylor and myself, make up our finance committee; Philip Taylor helping with monitoring the accounts; Jane Potter faithfully dealing with reclaim of Gift Aid tax; Vernon Baker and Philip Taylor who help to look after collections; and Elsie Baker who oversees the finances for Friends of St. Mary's.

A special thanks is also extended to our Independent Examiner, the Reverend Malcolm Green who audits our accounts annually without charge. His generosity and support are very much appreciated.

Approved by order of the board of trustees on 7<sup>th</sup> April 2025 and signed on its behalf by:

.....  
Mrs Jane Potter  
Vice Chair of the PCC

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST MARY THE VIRGIN, SHEERING**

## **Independent examiner's report to the trustees of St Mary the Virgin, Sheering**

I report to the charity trustees on my examination of the accounts of St Mary the Virgin, Sheering (the Trust) for the year ended 31 December 2024.

### **Responsibilities and basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions 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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act;  
or
2. the accounts do not accord with those records; or
3. the accounts do 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.

Signed.....

Date.....

Rev M Green  
Independent Examiner

**The PCC of Ecclesiastical Parish of St Mary's Sheering**  
**Statement of Financial Activities**  
**For the period from 01 January 2024 to 31 December 2024**

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>					
Donations and legacies	30,144	5,255	-	35,400	37,125
Income from charitable activities	669	-	-	669	3,671
Investments	581	-	-	581	572
<b>Total income</b>	<b>31,395</b>	<b>5,255</b>	<b>-</b>	<b>36,650</b>	<b>41,368</b>
<b>Expenditure on:</b>					
Raising funds	-	20	-	20	237
Expenditure on charitable activities	27,674	11,563	-	39,238	37,521
Other expenditure	498	-	-	498	446
<b>Total expenditure</b>	<b>28,173</b>	<b>11,583</b>	<b>-</b>	<b>39,756</b>	<b>38,205</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>3,221</b>	<b>(6,328)</b>	<b>-</b>	<b>(3,106)</b>	<b>3,162</b>
<b>Transfers:</b>					
Gross transfers between funds - in	-	1,001	-	1,001	-
Gross transfers between funds - out	(1,002)	-	-	(1,002)	-
Other recognised gains / losses					
Gains/losses on investment assets	-	-	479	479	1,814
Gains on revaluation, fixed assets,	-	-	-	-	-
<b>Net movement in funds</b>	<b>2,220</b>	<b>(5,327)</b>	<b>479</b>	<b>(2,627)</b>	<b>4,976</b>
<b>Reconciliation of funds</b>					
Total funds brought forward	9,117	3,760	20,932	33,810	28,834
Total funds carried forward	11,338	(1,566)	21,411	31,184	33,810

*There may be minor discrepancies in the totals if the pence are not being shown*

# The PCC of Ecclesiastical Parish of St Mary's Sheering

## Balance Sheet (Summary)

		As at 31/12/2024	As at 31/12/2023
<b>Fixed assets</b>			
	Tangible Assets	21,411	20,932
		21,411	20,932
<b>Current assets</b>			
	Debtors	664	1,136
	Cash At Bank And In Hand	17,073	15,835
		17,738	16,971
<b>Liabilities</b>			
	Creditors: Amounts Falling Due In One Year	7,965	4,092
		7,965	4,092
		9,772	12,878
Net current assets less current liabilities		9,772	12,878
Total assets less current liabilities		31,184	33,810
<b>Liabilities</b>		-	-
		-	-
Total net assets less liabilities		31,184	33,810
<b>Represented by</b>			
<b>Unrestricted</b>			
	Unrestricted - General Funds	11,338	9,117
<b>Designated</b>			
	Restricted - Bureau Costs Reserve	1,001	-
	Restricted - Flower Fund	159	169
	Restricted - Friends Of St Mary's	(2,727)	3,591
<b>Endowment</b>			
	Endowment - Scoones Bequest	8,948	8,748
	Endowment - Williams Bequest	12,463	12,184
Fund Totals		31,184	33,810

# **Notes to the Financial Statements**

## **For the Year Ended 31 December 2024**

### **1. Statutory Information**

St Mary the Virgin is an unincorporated charity, registered in the name of The Parochial Church Council of the Ecclesiastical Parish of Sheering. The principal office is detailed on page 1 of the financial statements. The financial statements are presented in pounds sterling, which is the functional currency of the charity. The financial statements comply with section 1A of Financial Reporting Standard 102.

### **2. Accounting Policies**

#### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102 have been prepared in accordance with the Charities SORP(FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practises applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

#### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

#### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accurate basis and has been classified under headings that aggregate all cost related to the category where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the yearend date are noted as a commitment but not accrued as expenditure.

#### **Taxation**

The charity is exempt from tax on its charitable activities.

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### **Investments**

Investments comprise a managed investment fund. Investments are measured at fair value with changes in fair value recognised in the statement of financial activities.



# The PCC of Ecclesiastical Parish of St Mary's Sheering

## Analysis of income and expenditure

Selected period: 01 January 2024 to 31 December 2024

	General	Restricted	Total 2024	Total 2023
<b>Income and endowments from:</b>				
<b>Donations and legacies</b>				
Gift Aid - Bank	3,166	1,925	5,091	4,290
Other planned giving	10,797	150	10,947	13,828
Loose plate collections	1,478	-	1,478	1,527
Giving through church boxes	154	-	154	-
One-off Gift Aid gifts	204	10	214	2,680
Donations appeals etc	6,181	1,687	7,868	5,761
Tax recoverable on Gift Aid	1,522	501	2,023	5,836
Legacies	6,179	-	6,179	-
Non-recurring one-off grants	-	-	-	950
Other funds generated	460	981	1,442	2,251
Donations and legacies Totals	30,144	5,255	35,400	37,125
<b>Income from charitable activities</b>				
Fees for weddings and funerals	669	-	669	3,671
Income from charitable activities Totals	669	-	669	3,671
<b>Investments</b>				
Dividends	581	-	581	572
Investments Totals	581	-	581	572
<b>Income and endowments Grand totals</b>	<b>31,395</b>	<b>5,255</b>	<b>36,650</b>	<b>41,368</b>

The charity also receives fees for weddings, funerals and other related services, in its capacity as agent, on behalf of the Chelmsford Diocesan Board of Finance and other service providers. Neither these receipts nor their subsequent payments are recognised in income and expenditure.

(Expenditure appears on the next page)

	General	Restricted	Total 2024	Total 2023
<b>Expenditure on:</b>				
<b>Raising funds</b>				
Fees paid to fund raisers	-	-	-	50
Costs of fetes & other events	-	20	20	187
Raising funds Totals	-	<b>20</b>	<b>20</b>	<b>237</b>
<b>Expenditure on charitable activities</b>				
Giving to missionary societies	0	-	0	938
Giving - relief and development agencies	139	-	139	-
Home mission	-	-	-	156
Secular charities	(67)	-	(67)	25
Ministry parish share etc	17,336	-	17,336	16,646
Assistant staff costs	6	-	6	-
Salary of parish administrator	2,358	-	2,358	2,401
Working expenses of incumbent	156	-	156	221
Vicar's telephone	52	-	52	-
Church running - insurance	3,059	-	3,059	2,926
Organ / piano tuning	-	-	-	20
Church maintenance	-	1,679	1,679	410
Upkeep of services	1,784	10	1,794	2,143
Upkeep of churchyard	-	33	33	30
Administration	601	81	682	1,976
Church running - electric	1,538	-	1,538	2,988
Church running - water	244	-	244	346
Hall running - electricity	463	-	463	1,474
Hall running - maintenance	-	9,760	9,760	4,395
Governance costs examination/audit fee	-	-	-	421
Expenditure on charitable activities Totals	<b>27,674</b>	<b>11,563</b>	<b>39,238</b>	<b>37,521</b>
<b>Other expenditure</b>				
Payroll Bureau costs	498	-	498	446
Other expenditure Totals	<b>498</b>	<b>-</b>	<b>498</b>	<b>446</b>
Expenditure Grand totals	<b>28,173</b>	<b>11,583</b>	<b>39,756</b>	<b>38,205</b>
<b>Grand Total (Income less Expenditure)</b>	<b>3,222</b>	<b>(6,328)</b>	<b>(3,106)</b>	<b>3,163</b>

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023

There were no trustees' expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023

**The PCC of Ecclesiastical Parish of St Mary's Sheering**  
**Statement of Assets and Liabilities (by code)**  
**As at: 31 December 2024**

<b>Class and nominal code</b>	<b>General (Unrestricted)</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total 2024</b>	<b>Last year 2023</b>
<b>Fixed Asset - Tangible Assets</b>					
6430: Williams Bequest	-	-	12,463	12,463	12,184
6431: Scoones Bequest	-	-	8,948	8,948	8,748
<b>Total</b>	<b>-</b>	<b>-</b>	<b>21,411</b>	<b>21,411</b>	<b>20,932</b>
<b>Current Asset - Cash At Bank And In Hand</b>					
6501: Bank current account	11,552	158	-	11,710	12,557
6505: Bank Friends account	103	5,100	-	5,204	3,109
6590: Cash in hand	-	159	-	159	169
<b>Total</b>	<b>11,655</b>	<b>5,417</b>	<b>-</b>	<b>17,073</b>	<b>15,835</b>
<b>Current Asset - Debtors</b>					
Z05: Accounts Receivable	(77)	741	-	664	1,136
<b>Total</b>	<b>(77)</b>	<b>741</b>	<b>-</b>	<b>664</b>	<b>1,136</b>
<b>Liability - Agency Accounts</b>					
6699: Agency collections	-	74	-	74	13
<b>Total</b>	<b>-</b>	<b>74</b>	<b>-</b>	<b>74</b>	<b>13</b>
<b>Liability - Creditors: Amounts Falling Due In One Year</b>					
6601: Loans received	-	7,650	-	7,650	-
Z04: Accounts Payable	240	-	-	240	4,079
<b>Total</b>	<b>240</b>	<b>7,650</b>	<b>-</b>	<b>7,890</b>	<b>4,079</b>
<b>Net total assets</b>	<b>11,338</b>	<b>(1,566)</b>	<b>21,411</b>	<b>31,184</b>	<b>33,810</b>

**The PCC of Ecclesiastical Parish of St Mary's Sheering**  
**Fund movement summary**  
**Selected period: 01 January 2024 to 31 December 2024**

<b>Fund</b>	<b>Fund balances brought forward</b>	<b>Incoming Resources</b>	<b>Outgoing Resources</b>	<b>Transfers</b>	<b>Gains and Losses</b>	<b>Fund balances Carried forward</b>
BureauFnd - Bureau Costs Reserve	-	-	-	1,001	-	1,001
Flower - Flower Fund	169	-	10	-	-	159
Friends - Friends Of St Mary's	3,591	5,255	11,573	-	-	(2,727)
Scoones - Scoones Bequest	8,748	-	-	-	200	8,948
Williams - Williams Bequest	12,184	-	-	-	278	12,463
General - General fund	9,117	31,395	28,173	(1,002)	-	11,338
<b>Totals</b>	<b>33,810</b>	<b>36,650</b>	<b>39,756</b>	<b>-</b>	<b>479</b>	<b>31,184</b>