



## Trustees' Annual Report for the period

Period start date  
From 01 01 2020 To 31 12 2020  
Period end date

### Section A

### Reference and administration details

Charity name Hornchurch Passion Play

Registered charity number (if any) 1169216

Charity's principal address St Andrew's Church

222 High Street

Hornchurch, Essex

Postcode RM12 9QP

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Rev Barry Hobson	Chair		The Trustees
2	Mrs Patricia Clark	Secretary		The Trustees
3	Mr Peter Carver	Treasurer		The Trustees
4	Mr Alan Bruniges			The Trustees
5	Mrs Jackie Bruniges			The Trustees
6	Mr Adam Carpenter			The Trustees
7	Mr Simon Pugsley			The Trustees
8	Mr Michael Swift			The Trustees
9	Mrs Jane Swift			The Trustees

### Section B

### Structure, governance and management

#### Description of the charity's trusts

Type of governing document

(eg. trust deed, constitution)

Constitution

How the charity is constituted

(eg. trust, association, company)

Charitable Incorporated Organisation - Foundation

Trustee selection methods

(eg. appointed by, elected by)

Appointed by the existing Trustees

## Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Charity Trustees have the overall responsibility for governance, however a wider committee manages the charity, which consists of the Charity Trustees plus other volunteers.

The charity does not work directly with children or vulnerable adults, however the committee agreed to adopt a safeguarding policy ahead of the 2020 Passion Play due to the involvement of children / vulnerable adults at that point. A policy was adopted in line with the Church of England's guidance ahead of the rehearsals, which commenced early January 2020.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To advance the Christian religion in the borough of Havering for the benefit of the public through the holding of prayer meetings, participating in dramatic and musical performances, broadcasting, producing and/or distributing literature on Christianity to enlighten others about the Christian religion.

### Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

#### Religious performances

- Passion Play performances every four or five years, historically in 1995, 2000, 2006, 2011 and most recently 2015. The next play was planned for Easter weekend 2020, however this was postponed due to the COVID-19 pandemic.
- Annual "Voices for Christmas" and "Voices for Easter" performances re-telling the Nativity and Easter stories for the local community.

#### Interaction with other religious groups

- Interaction with the churches across Havering from multiple denominations including presence at the annual Good Friday March of Witness in Hornchurch Essex.
- Passion Trust annual conference – the Hornchurch Passion Play hosted the 2018 Passion Trust Conference and led the following workshops relating to the running of Passion Plays: Script and rehearsals; Crucifixion; Fundraising and administration; and Technical matters. We also attended the 2019 Conference and maintained contact with the Passion Trust throughout the year.

#### Christian fellowship and fundraising events

- Social events including quiz nights; Murder mystery events and Burns' night celebrations to share in prayer and Christian fellowship with the community.
- Regular Committee meetings to share in prayer and discuss fundraising options and community events to further the objects of the charity.

The Trustees take regular regard to the Charity Commission's guidance on Public Benefit to ensure that all events planned meet both the Charity's objects as well as ensure that these are for the public benefit.

## Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

## Section D

### Achievements and performance

#### Summary of the main achievements of the charity during the year

- Despite lockdown putting most events on hold, we were able to hold two fundraising events during the period, raising almost £3,000 for the charity.
- Donations over the year amounted to c£2,140, with additional gift aid received amounting to £20. A further c£275 in gift aid was accrued during the year but will be received in 2021.
- Over £540 was made from the sales of merchandise. Additional branded merchandise was purchased costing c£390.
- We rehearsed in the early months of 2020 for the 2020 Passion Play, however sadly this had to be postponed due to the Covid-19 pandemic. The rehearsals involved good interaction with the community in Christian fellowship and prayer.
- We continued to strengthen our digital network with more people following news via social media and the website.

## Section E

### Financial review

#### Brief statement of the charity's policy on reserves

There is no formal reserves policy, except to retain adequate reserves to fund the Passion Play performance every four to five years. The estimated cost of the 2020 performance was around £35,000, and we target this amount in our fundraising to ensure the charity does not over-reserve. Due to the pandemic, the total funds are now comfortably above this amount, however we consider this initial reserves towards the next performance.

#### Details of any funds materially in deficit

The accounts are prepared on a receipts and payments basis and so no funds are in material deficit.

#### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The major sources of funds are:

- donations from local churches or individuals; and
- fundraising events organised by the committee.

Existing funds are used to run additional events to increase the level of funds managed by the committee.

Due to the liquidity requirements of the charity, and the low ongoing level of funds, the funds are held in a bank account and not invested. The committee will keep this policy under review as the level of funds increase over time.

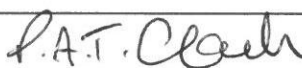

## Section F Other optional information

Like many other charities, the global Covid-19 pandemic has caused us to defer our plans. However, we were able to recoup much of the cost already spent on the 2020 performance. We've continued to engage with our community throughout the year. We originally planned to run the 2020 performance during Easter 2021, however took the decision in late 2020 to further postpone the performance until Easter 2022.

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	PATRICIA ANN T. CLARK	PETER CARVER
Position (eg Secretary, Chair, etc)	SECRETARY	TREASURER
Date	20/9/21	





<b>Charity Name:</b>	<b>Charity No:</b>
Hornchurch Passion Play	1169216

## Receipts and payments accounts

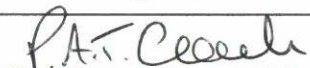

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<b>For the period from</b>	1-Jan-20	<b>To</b>	31-Dec-20
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### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Donation from Amazon Smile	41	-	-	41	-
Donations from individuals	1,141	-	-	1,141	-
Donations from churches	1,000	-	-	1,000	-
Gift aid reclaims	20	-	-	20	-
Income from events	3,897	-	-	3,897	-
Merchandise sales	546	-	-	546	-
Rebate from insurance policy	1,002	-	-	1,002	-
Interest on deposit account	65	-	-	65	-
<b>Sub total (Gross income for AR)</b>	<b>7,712</b>	<b>-</b>	<b>-</b>	<b>7,712</b>	<b>-</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>7,712</b>	<b>-</b>	<b>-</b>	<b>7,712</b>	<b>-</b>
<b>A3 Payments</b>					
Cost of fundraising events	931	-	-	931	-
Merchandise purchases	388	-	-	388	-
Postage	1	-	-	1	-
Initial production costs	727	-	-	727	-
Card fees	7	-	-	7	-
<b>Sub total</b>	<b>2,054</b>	<b>-</b>	<b>-</b>	<b>2,054</b>	<b>-</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>2,054</b>	<b>-</b>	<b>-</b>	<b>2,054</b>	<b>-</b>
<b>Net of receipts/(payments)</b>	<b>5,658</b>	<b>-</b>	<b>-</b>	<b>5,658</b>	<b>-</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>33,927</b>	<b>-</b>	<b>-</b>	<b>33,927</b>	<b>-</b>
<b>Cash funds this year end</b>	<b>39,585</b>	<b>-</b>	<b>-</b>	<b>39,585</b>	<b>-</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £																
<b>B1 Cash funds</b>	<table border="1"> <tr><td>Deposit account</td><td>30,791</td><td>-</td><td>-</td></tr> <tr><td>Current account</td><td>6,970</td><td>-</td><td>-</td></tr> <tr><td>Cash</td><td>1,824</td><td>-</td><td>-</td></tr> <tr><td><b>Total cash funds</b></td><td><b>39,585</b></td><td><b>-</b></td><td><b>-</b></td></tr> </table> <p>(agree balances with receipts and payments account(s))</p>	Deposit account	30,791	-	-	Current account	6,970	-	-	Cash	1,824	-	-	<b>Total cash funds</b>	<b>39,585</b>	<b>-</b>	<b>-</b>			
Deposit account	30,791	-	-																	
Current account	6,970	-	-																	
Cash	1,824	-	-																	
<b>Total cash funds</b>	<b>39,585</b>	<b>-</b>	<b>-</b>																	
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £																
<b>B2 Other monetary assets</b>	Details																			
		-	-	-																
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)																
			-	-																
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)																
			-	-																
			-	-																
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)																
			-																	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval																	
		P.A.T. CLARK	20/9/21																	
		PETER. CARVER	20/9/21																	