



Trustees' Annual Report for the period

Period start date Period end date
From 01 01 2023 To 31 12 2023

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 Lisa Bewick	Chair		The Trustees
2	Mrs Patricia Clark	Secretary		The Trustees
3	Mr Peter Carver	Treasurer		The Trustees
4	Mr Simon Pugsley			The Trustees
5	Mr Michael Swift			The Trustees
6	Mrs Jane Swift			The Trustees

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document

Constitution

How the charity is constituted

Charitable Incorporated Organisation - Foundation

Trustee selection methods

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 2022 performances.

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.

Religious performances

- Passion Play performances every four or five years, historically in 1995, 2000, 2006, 2011, 2015, and most recently 2022 (delayed due to the Covid-19 pandemic). The next play is planned for the 2026 Easter weekend.
- Annual "Voices for Christmas" and "Voices for Easter" performances re-telling the Nativity and Easter stories for the local community.

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)

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 continue to engage with the wider Passion Play community.

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

- 2023 was a relatively quiet year for the charity, given the work undertaken in 2022 for the Passion Play performances.
- The focus was on paying any final production costs from 2022 and commencing fundraising for the 2026 Passion Plays, which is expected will cost around £40,000.
- Fundraising commenced with the annual Burns Night fundraiser in January, which was a great success raising over £2,000. The usual Voices for Easter and Christmas events were also run, spreading the Christian message in our community, whilst also raising charitable funds.
- We successfully campaigned for more donors to register for regular monthly giving. Donations from individual donors over the year amounted to over £1,800, with an additional £1,174 received in gift aid.
- 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

It is not the policy of the Trustee of accumulate reserves in the long term. The Trustee accumulates adequate reserves to fund a major Passion Play performance every four to five years. Funds are also used to support ongoing fundraising events and campaigns, which are the sole source of income for the charity.

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

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)	PETER CARVER	PATRICIA CLARK
Position (eg Secretary, Chair, etc)	TREASURER	SECRETARY
Date	28/10/24	



Charity Name:	Charity No:
Hornchurch Passion Play	1169216

Receipts and payments accounts



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For the period from	1-Jan-23	To	31-Dec-23
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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 £
A1 Receipts					
Donation from Amazon Smile	45	-	-	45	-
Donations from individuals	1,952	-	-	1,952	-
Gift aid reclaims	1,174	-	-	1,174	-
Income from events	1,922	-	-	1,922	-
Merchandise sales	140	-	-	140	-
Interest on deposit account	35	-	-	35	-
Sub total(Gross income for AR)	5,268	-	-	5,268	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	5,268	-	-	5,268	-
A3 Payments					
Cost of fundraising events	1,518	-	-	1,518	-
Website costs	78	-	-	78	-
Insurance premium	96	-	-	96	-
Production costs	1,856	-	-	1,856	-
Card fees	37	-	-	37	-
Sub total	3,586	-	-	3,586	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	3,586	-	-	3,586	-
Net of receipts/(payments)	1,682	-	-	1,682	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	15,931	-	-	15,931	-
Cash funds this year end	17,613	-	-	17,613	-

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 £
B1 Cash funds	Deposit account	5,152	-	-
	Current account	11,452	-	-
	Cash	1,009	-	-
	Total cash funds	17,613	-	-
	(agree balances with receipts and payments account(s))			
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details	-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
B5 Liabilities	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	
		PETER CARVER	28/10/24	
		PATRICIA CLARK	28/10/24	