



The Parish of Great Waltham with Ford End

Annual Parochial Church Meeting

Sunday 13th April 2025

The Parish of Great Waltham and Ford End

Meeting of Parishioners for the Election of Churchwardens and the Annual Parochial Church Meeting

To take place at Ford End church on Sunday 13th April 2025 at 12 noon

Meeting of Parishioners

1. Welcome and prayer
2. Recording those present and apologies
3. The election of Churchwardens, one for Ford End and two for Gt Waltham Church
4. Vote of thanks to outgoing Churchwardens
5. Close of Vestry Meeting

Annual Parochial Church Meeting

1. Recording of those present and apologies for absence
2. Minutes of Meeting held on Sunday 21st April 2024
3. Matters arising from Minutes
4. The election of new PCC members.
5. The appointment of the Independent Examiner for the next year.
6. The appointment of the Safeguarding Children and Vulnerable Adults Officer for the next year.
7. Agreement of the sides people
8. The Vicar's/Chairman's Report
9. The Electoral Roll. The Electoral Roll Officer presents the new roll.
10. Annual Report on the proceedings of the PCC
11. The Financial Report for the year ending 31st December 2024
12. The Annual Fabric Reports presented by Churchwardens and others
13. Report of the proceedings of the Deanery Synod

The Reports of all other church groups and committees

Any Other Business - Now is the time to ask questions or make suggestions:

“any person entitled to attend the Annual Meeting may ask any question about parochial church matters, or bring about a discussion of any matter of parochial or general church interest, by moving a general resolution or by moving to give any particular recommendation to the council in relation to its duties”.

Date of Next Meeting

April 2026

Prayer and Blessing

PARISH OF GREAT WALTHAM WITH FORD END Meeting of Parishioners for the Election of Churchwardens and the Annual Parochial Church Meeting Sunday 21st April 2024 at Great Waltham Church

Welcome and Prayer

Roger welcomed everyone to the APCM and opened the meeting in prayer.

Recorded as Present:

Roger Bearman (Chair), Alison Bates (PCC Secretary), Robin Creighton, Margaret Edgell, Pauline Briggs, Alan Adcock, Enid Adcock, Gill Mitchell, Adrian Mitchell, Carol Pritchard, Jo Pritchard, Peter Wells, David Scully, Peter Messenger, Sheila Bearman, Linda Neilson, Gordon Neilson, Jean Blaber, Helen Powell, Wendy Proctor, Michael Proctor, Pat Fewell, Shirley Dannatt and Tom Porter

Apologies:

Andrew Reid (Treasurer), Elaine Emmerson, Hywel Jones, David and Val Tyler, Pat Pepper and Sarah Matthews

Meeting of Parishioners

1. The election of Churchwardens

Five nominations received; David Williams, Jean Blaber, Lindsey Page and David Evans for Gt Waltham and Sheila Bearman for Ford End. These were accepted. Roger thanked the outgoing churchwarden with special thanks to David who will be stepping in July. David has been a wonderful churchwarden for the church and parish and has agreed to stay on until July to support Jean and the new churchwardens.

David thanked everyone for all the help and support given to him.

The Churchwardens were given a round of applause.

Meeting of Parishioners closed.

Annual Parochial Church Meeting

2. Minutes of last meeting

The minutes of the meeting held on 2nd April 2023 were agreed as a correct record and signed.

3. Matters Arising

All matters arising are covered during the meeting.

4. Elections

4.1 Election of Deanery Synod Representatives

Sarah Matthews and Roger Bearman are happy to continue.

4.2 Election of PCC Members

There were no new nominations for election onto the PCC.

PCC Lay reps are:-

David Tyler (2019), Helen Powell (2022), David Scully (2022) and Hywel Jones (2022).

Jo Pritchard (2023) and Kerrie Wiffen (2023)

4.3 Appointment of Independent Examiner for 2023/24.

Rupert Watson is our Independent Examiner but following the problem we have had with the accounts Roger needs to find out whether he would like to continue.

4.4 Appointment of Safeguarding Children and Vulnerable Adults Officer for 2023/24.

Alison Bates is willing to continue as our Parish Safeguarding Representative. Thanks was given to Alison.

4.5 Appointment of Sides People (Welcomers)

A number of people help in the churches

Ford End:

David Tyler, Val Tyler, Roger Bearman, Bill Styles, Marianne Styles, Adrian Mitchell and Gill Mitchell.

Great Waltham

Phil Lilley, Peter Wells, Wendy Proctor, Helen Powell. There are also lots of people who “muck in”.

Thanks was given to all those who help in the Churches.

5. Chairman's Report

Roger read the report he had written on behalf of Dan and highlighted some main points:-

- St Francis is now no longer part of Gracefields Church community, it has had problems and fallen apart. Dan is no longer representing St Francis.
- We need to strive to pay our full Parish Share so we can say to the Diocese, yes we have a full time priest but he needs help.
- In 2024 we are looking at how to finance new tables and chairs for the children's areas in Ford End and Great Waltham. There is £1900 in the Godly Play fund. Although this is a restricted fund Roger has contacted Caroline Brown and Rose Braisby who both agree this is a good use of the fund. Roger will propose this at the next PCC meeting.

- At the next PCC meeting we will decide whether we should move back to the common cup. Parishioners will be asked for their opinion on Dan's return. We will make arrangements to accommodate everyone.

Roger took questions:

- Pauline was very upset to hear about St Francis. Roger confirmed that the Bishop's Fund which financed St Francis runs out this year, the community were asked whether they could help financially but they said no. Dan has invited members from St Francis to join with us and some are attending churches within our group, others are attending Boreham, Springfield and Broomfield.
- David reported that the organ which was installed in 1870 and was last restored in 1948 is well overdue for restoration although it has been maintained annually. We have received several quotes, the best being from Bishops who originally installed it. Subject to PCC approval we will go ahead with Bishops who quoted £72,000 although we have been advised by Gerald Malton to budget for £80,000.00.

We have £8000 in the organ fund and pledges for £25,000 but we need to raise a lot more. Karen Chester has volunteered to approach Grant giving bodies on our behalf. Once done we will see how much we have left to raise from the general public. The Archdeacon is minded to allow us to renovate without a faculty as he believes he can pass it as like for like. We hope to complete by 2029 and all donations are welcome and it would be very good if donations could be giftaided.

Alan Adcock asked whether we could use money from the Chancel Fund for the Organ. Roger replied that there is money in the Chancel Fund but we can only spend the interest and this money is used for other bills, so we would like to raise the money without touching this.

Tom Porter informed the meeting that the sound system was not working suitably for him. This was noted.

6. The Electoral Roll.

Helen presented the electoral roll report. The total number on our electoral roll is 71. There were three additions, no changes and four deletions; two had moved away and two died.

Helen confirmed that she is happy to carry on as Electoral Roll Officer but next year there will be a completely new roll which is a significant chunk of work so will want to hand over after that. All agreed and thanked Helen.

7. Annual report of the proceedings of the PCC

The report contained in the APCM documents was accepted.

8. The Financial Report for the year ending 31st December 2023

The Annual Accounts were unanimously approved by the PCC on 11th April 2024 however the Independent Examiner Rupert Watson was unable to complete his report as a number of documents were unavailable. We were unable to get these documents to him as Andrew is away. Rupert has asked that we do not issue the accounts until he is ready. Roger apologised for this situation, once Andrew is back they will meet to discuss and once the accounts are finally agreed with Rupert we will leave copies in the church for people to pick up.

The accounts were discussed. Roger concluded that the General Fund has now reached £15,000.00 which was the amount of reserved the PCC set out to achieve.

9. The Annual Reports

Churchwarden reports, accepted. Helen gave a vote of thanks to the Churchwardens for the amount of work they do which is mostly unseen.

Deanery Synod report, accepted with thanks.

Eco Church

Roger noted that we are being pushed by the Deanery to look at Eco church, we are gradually being moved to make churches more eco friendly. We will have to look at this further down the road.

Parish Share

We have to offer what we can achieve and then this is assessed by the Diocese and we are told whether they accept our offer. Our parish share had previously been set at £48,000 but this year it is £34,000 so we think we are being heard. We do need to encourage GL, LL & LW to pay their full share.

Gill noted that the Parish council put aside money for the church for the service we give to the community but this has never been claimed. David agreed we have been offered grants for the churchyard in the past but the government ruled against this but we were not aware of any other money available. Roger to contact Peter Jackson from the Parish Council to investigate. **Action DW/RB**

Tree reports, accepted with thanks.

Safeguarding report, accepted with thanks.

The Friends of Great Waltham with Ford End Churches Trust Report, accepted with thanks.

Great Waltham School Governor Report, accepted with thanks.

10. Any Other Business:

- Alan Adcock announced that after several years producing the Tree Report he will be stepping down this year. He has asked Charlotte Bradley who has agreed to take over. Roger thanked Alan formally for all the work he has done for many years. Alan was given a round of applause.
- Pauline gave a vote of thanks to Roger and Alison. They were given a round of applause.

11. Dates of next meetings:

Future dates to be confirmed by email.

Roger closed the meeting with prayer.

Reports to the APCM

1. Vicar's Report
2. Electoral Roll
3. PCC Secretary Report
4. Ford End Churchwarden Report
5. Ford End Churchyard Report
6. Great Waltham Churchwarden Report
7. Deanery Synod Report
8. Safeguarding Report
9. The Friends of Great Waltham and Ford End Churches Trust Report
10. Great Waltham School Governor Report
11. Financial Report

Electoral Roll Report

The electoral roll must be revised annually, except every sixth year a new roll is to be prepared.

This year we prepared a new roll. Every person who wishes to have his or her name entered on the new Roll, whether it is entered on the present Roll or not, is requested to apply for enrolment.

The number on our new roll is 60.

Helen Powell
Electoral Roll Officer

PCC Secretary's Report

The full PCC met 5 times since the APCM in April 2024 and various sub-committees met between PCC meetings and where appropriate, minutes of these meetings were received by the full PCC and discussed.

With thanks to all those I work with across the two Parishes, special thanks to Jo Pritchard for her amazing work producing the monthly pew sheet.

Alison Bates, PCC Secretary, April 2025

Ford End Church Warden Report for Year 2024

Buildings

The Quinquennial date has been arranged for the 31st March 2025. It has taken some time to find an architect who was accepted by the Diocese.

The Lightning Conductors check is required for May and I will arrange this for all 6 Churches as before.

The fire assessment has been completed and the Safety report. This was kindly done by Phil Goldberg who is a Church Lane resident. Many thanks to him. There are several minor things that need attention from this report and these will be addressed.

Work was done on the bells this year. Thanks to Paul Braisby for this and for organising the bell ringers who we appreciate hearing at certain special services.

A Church Yard report will follow written by Roger Bearman. I am very grateful to the team who keep the Church Yard tidy and well managed.

On going projects

1. We have sorted and agreed the best sound system for Ford End and we are awaiting the necessary faculty agreements from the Diocese. Many thanks go to Hywel Jones, Robert Johnson and Roger Bearman for their work on this project.

2. A new project for a better lighting system will be worked on as soon as we have completed the sound system. We are awaiting electricians quotes. Several of the paths have been replaced and thankfully funded by the legacy we have for Ford End Church that is controlled by the Friends and to whom we give our thanks. We are awaiting the contractor to return to level out several parts that have dropped or are not even. They are aware of the situation and looking at doing this as soon as we have a dry period.

Worship

Our usual worship continues with alternating services with FE and GW. This has continued to be successful with many of the congregations in both churches supporting both services. Each month in FE we have one Family Communion and one Family Service . Rev Dan officiates at one communion service a month and some other special service such as Advent/Jesse tree and Crib services.

Thank you Dan.

The family services are mainly led by Hywel Jones so many thanks to him for giving us a different and interesting type of service once a month. We should have two young people to be confirmed at Easter and our support and prayers go to them.

Thanks also go to Rev Rose who often stands in when required and to Bill Styles and Roger Bearman who always leads our remembrance services in Ford End and occasionally other services of the word. We still continue to have our 6 church group services from time to time and this has been very good for us to work and worship together.

Our thanks go to Pauline for being our regular Organist and Steve Back who kindly fits in if needed.

Thanks go to Alison for continuing to find priests to cover all our services and her knowledge and support.

FE School is a Church of England School and part of The Life Trust. We have good relations with them and continue to hold special services for them in the Church. Rev Dan has been helping them with their morning community worship with Rev Rose helping as well. This is such an important part of support to the school who really enjoy being linked to our church and a good outreach to parents and children alike. Thanks to Rev Dan And Rev Rose and also to Johanna Bailey, Head of Ford End School who I liaise with continually. I have recently heard that Phil Goldberg has volunteered to be the Spiritual Governor at the school. I have touched base with him and I will continue to assist in the liaison with the church and the school.

A special thanks must go to Alan Adcock who sadly passed away this year. He has helped Ford End Church in so many ways. As Church Warden, Tree expert, leading the congregation in singing and so much helpful advice over many years. May he rest in peace Thank you Alan.

This will be my last report now as I am standing down as Church Warden this year so I therefore would like to give my very sincere thanks to the wonderful team of support I have had these last few years. It has been marvellous to know that on every service day we have someone who sets up ready for the service and we have readers and intercessors , a refreshment team, a flower team and a cleaning team leaving me with free on a Sunday to support whichever minister we have and with time to talk and be aware of peoples needs on the day. I will not be walking away and still be helping when I can but it is time to hand this over.

Thank you all very sincerely.

Sheila Bearman

Ford End Churchyard Report for the APCM – 13/04/2025

There are four main matters to report within the churchyard to bring to your attention

- 1) The concrete paths mentioned in last year's report have now been replaced with the exception of the main path leading to the main door which was in relatively good condition. The work was carried out by Chris Whittle Construction and paid for via Legacy Fund held by the Friends Trust. At the same time the bench overlooking the graves at the end of the path was moved to prevent further damage by bird droppings and three manhole surrounds and covers were replaced for safety reasons. There has been some movement along the paths which is being looked at by Chris Whittle Construction.
- 2) All the hedges around the perimeter of the churchyard still need a hard trim. Whilst a limited cutting back has taken place in 2024 we have not had the manpower nor the financial resources to carry out a full hedge height reduction. The prevailing thoughts remain in force that the Legacy Fund is not for the purpose of this type of expense.
- 3) It is believed that a drainage pipe which runs across the churchyard is blocked and requires some attention. This Spring efforts will be focused on the freeing up the drainage pipe from any blockage. We have had a considerable amount of rain this winter, of course, so there maybe nothing too much to worry about.
- 4) I have looked at the trees in the churchyard. They all seem to be healthy. The holly tree at the front probably needs some reshaping and there is the intention to reshape the yew tree.

The millennium tree and the flowering cherry tree have taken well and are both looking good.

We must take this opportunity to acknowledge the time and effort of all those who volunteer when we have our Saturday morning working sessions. We always have about ten or twelve people who come to give us a helping hand. Thank you everyone who takes part.

Also, David and Val Tyler who work in the churchyard virtually all year round, a big thank you to them.

Roger Bearman

01.04.2025

Great Waltham Churchwardens' Report for 2024 (March 2025)

Jean Blaber and David Williams have continued as Churchwardens throughout the year.

However, volunteers would be welcome to consider becoming future wardens.

Thanks

As usual we start by recording our thanks to the many people who help in a large number of ways. The "Holy Dusters" led by Graham Whicker have again worked hard to keep the building looking at its best, further enhanced by Wendy Proctor's beautiful flower arrangements. Pauline Excell, Elaine Emmerson, Mick Duke, and Jean Blaber have helped serve at the altar for communion services. Our team of helpers for refreshments- Pauline Excell, Margaret Edgell, Lindsey and Dave Page, Jane Broom, Sue Joyce and Jo and Carol Pritchard-have continued to produce mouth- watering offerings.

A team of welcomers now operates at Sunday services and thanks are due to Gill and Adrian Mitchell, Angela Arnold, Daun Kurrier, Wendy and Michael Proctor, Helen Powell, Jane Broom and Sue Joyce for their contributions.

Our team of organists has been sadly depleted lately by Fay Hepworth's accident but we are pleased to say that she will be back on the keyboard in April, and our thanks go to Pauline Briggs and Steve Back who have deputised ably.

Peter Wells completed a much needed update to the Church guidebook and kindly donated the proceeds to our organ fund. His long awaited history of the church is nearing completion and meanwhile he continues to do numerous jobs especially opening the church when required for visitors and covering for weddings and funerals.

Alison Bates has again done a great job on the administration side and organising the clergy rota. Bill Styles has continued to organise the rota for readers and intercessors and our thanks again go to him and all of them, including some readers and intercessors from other churches in our group who have helped at Gracefields services. These services have also featured the choir led by Greg Waters who sing while the congregation takes communion, and this greatly enhances our worship. Thanks again go to Gerald Malton for directing the guest choir and playing for our Carol Service and Midnight Mass.

As well as once again organising the Time to Remember service, Helen Powell completed the revision of the Electoral Roll and we now need to find a successor for her in this role which she has done for some years.

Thanks also go to Elli Bullivant and Vicky Healy who have continued to act as representative school governors and to Kerrie Wiffen who is our representative Village Hall Trustee.

A great loss in the year was the sad passing of Alan Adcock who had made a great contribution to our parish in many ways including as tree warden. Graeme Chalk, who had been a regular attender for many years, and Martin Berry also sadly passed away.

Clergy and services

Services have continued on much the same pattern as in 2023 with the addition of a weekly midweek communion service at Little Waltham on Thursdays, attended by a small but appreciative congregation. We are blessed to retain the imaginative spiritual leadership of Rev Dan Pierce as our Priest in Charge, assisted by Revs Rose Braisby and Sandra Sykes, with the enthusiastic help of Hywel Jones as our lay reader, this year including preaching on Remembrance Sunday. We were delighted to welcome both Bishop Adam and Archdeacon Jonathan who visited us during the year. A further variation on the Christingle service was held on the first Sunday in December where despite forecast gales and torrential rain, a large congregation gathered to see Father Christmas arrive in Banbury Square and then attended a very enjoyable candlelit service.

The average attendance at Sunday services in 2024 rose from 53 to 64, again mainly due to the attendances at the Gracefields services on the first Sunday of the month, although numbers on the intervening Sundays are on the thin side, in the mid 30s.

Once again we have been very happy to welcome the children, teachers and parents of Great Waltham School for their termly services and at the Christingle.

Other events and activities

We have again been delighted to welcome the Waltham Singers, Stondon Singers and Seicento for their much appreciated concerts and also this year, the Village Choir, Chelmsford and Braintree Male Voice Choir and Sandon School choir who combined for a new choir festival last summer which proved very popular. Once again the Art Show was well attended and enjoyed.

The Christmas Fayre was very well attended despite a dismal day's weather and produced a profit of over £1900. A great effort deserving thanks to all concerned, but especially to Sheila Bearman who is our liaison person with the Village Community Network.

Several members of the congregation continue to volunteer at the Pop Up Supermarkets which operate most weeks at Springfield and Melbourne, although the Ford End operation was closed down during the year. We also continue to support Felsted Aid which provides convoys of assistance to Ukraine and with which Graham Whicker is heavily involved, with cash from refreshment donations as well as donations of groceries and toiletries.

During the year the constitution of the Great Waltham School House Trust was amended, with the agreement of the Charity Commissioners, to remove the need for churchwardens to be ex officio trustees. The PCC now nominates four trustees who are currently Sheila Bearman, Helen Powell, Jo Prichard and David Williams.

Buildings and contents

Happily we had no major crises on the building side this year and thanks to Phil Goldberg's expert advice were able to complete our fire risk assessment and introduce some simple publicised fire precautions. Dave Scully has continued to be a big help with keeping the rain water gullies clear of vegetation and debris. Congratulations are also due to Dave for gaining his Certificate in Christian Studies over the year.

The largest development on the building has concerned the long awaited restoration of our 1870s organ. Thanks to generous grants from several organisations but also a great response from the congregation and community, by the end of 2024 most of our target figure of £80,000 had been paid over or pledged and the PCC were able to approve the restoration work to start early in January

2025. Funds have continued to come in since then and as we write it is hoped that the project will be completed by the end of April.

Churchyard

Thanks are again due to Keith Davies and his team of volunteers who continue to keep our large and beautiful churchyard looking great throughout the year, and they now have a newly reconditioned mower to work with. Few people perhaps appreciate the enormous amount of work needed to achieve this but they would quickly notice if it was not done, and the cost of having it done by contractors would be enormous.

The future

Although we all seem to be very busy in and around the church, the fact remains that we are a church community largely composed of older people, which creates obvious problems when we need to replace those who wish to stand down from various roles, and we would love to attract more younger people and children into our fellowship, which is probably our greatest challenge in the years ahead. Meanwhile our renewed thanks go to everyone who has helped in numerous different ways.

Jean Blaber

David Williams

March 2025

Deanery Synod Report for 2024

GREAT WALTHAM WITH FORD END PARISH -ANNUAL PAROCHIAL COUNCIL MEETING 2025

DEANERY SYNOD REPORT FOR 2024

YOUR REPRESENTATIVES ARE SARAH MATTHEWS & ROGER BEARMAN

THE SYNOD MET ON FOUR OCCASIONS

28/02/2024

This meeting was called "DEANERY DAY" - We came together on this Saturday to hear about and discuss GROWTH, FINANCES, ENGAGEMENT & FAMILY, CHILDREN and YOUTHWORK. It was attended by Pauline Briggs, Roger Bearman and Sheila Bearman who gave a talk on the POP UP Food Bank which is now established in Springfield and Melbourne having originally been pioneered in FORD END.

There was some useful information about church organ refurbishment from Broomfield members in respect of VAT recovery on work done which was passed onto David Williams.

Also, in February the Deanery Synod held a short Street Prayer Course led by Rev. Funmilayo Vaughan about how to spend 30 minutes offering to pray for people in the street.

Deanery Synod members were urged to encourage their Churchwardens to complete the Energy Footprint Tool Questionnaire for 2023

14/05/2024

The main topic at this meeting was a presentation by Rev. Sally Croft of the Christian Together in Chelmsford (CtiC) There is a weekly publication with information of events throughout the Chelmsford Diocese. It can be accessed by writing to thesecretary@ctic.org.uk

Also two Assistant Area Deans were inducted : Rev Carolyn Tibbott and Rev. Tony Cant. These two will assist with the work load on our Area Deans.

08/10/2024

During this meeting we heard from Jeremy Beal who gave a presentation on “Friends of Essex Churches” and a paper presented by Jill Readings the Lay Chair on “ What will Ministry Look Like In The Future”

Maxine Paul , President of the Chelmsford Mothers Union then gave a talk on the work of the her organization.

04/12/2024

At this meeting a proposal was made by members of Sandon Parish which reads

“ This Synod proposes that a Bishop be invited to address us on how lay people can be more supportive in delivering Holy Communion when licensed clergy are not available”

There ensued considerable discussion and eventually the motion was carried and Tim Ball informed the meeting that he would arrange for the Bishops to consider this request.

It was announced that Rev Simon Pearce of Melbourne Parish has appointed the new Area Dean succeeding Tim Ball who has now retired.

Safeguarding Report

Our Safeguarding policy was reviewed and agreed by the PCC in May 2024.

All members of the PCC have been provided with a link to Chelmsford Diocese online safeguarding training and encouraged to complete this.

All clergy and churchwardens have been DBS checked.

The Safeguarding Policy and procedures are available in each church and there are posters up with Safeguarding contact details. This information is also available on our website.

The PCC reviews, amends and approves risk assessments for activities held on church premises.

Alison Bates
Parish Safeguarding Officer
April 2025

The Friends of Great Waltham and Ford End Churches Trust

The Trustees held one meeting during the period to discuss a request for a donation to the Great Waltham organ restoration fund. It was agreed that a grant of up to £10000 could be made-in the event this was not required.

Rupert Watson tendered his resignation as a Trustee following his appointment as Treasurer of the PCC and the Friends of Essex Churches proposed Ollie Mickleham as his replacement. The Trustees thank Rupert for his years of service and welcome Ollie to the Trust.

Alan Baker
Chairman

Great Waltham School Governor's Report- March 2025

Governors

- I am approaching my three year anniversary as school governor and I continue to enjoy this appointment with Great Waltham CofE Primary School (GWPS).
- I have been recently given the role of Vice Chair of the Governors and have monitoring responsibility for RE, Collective Worship and Music. I am in the school every week and thoroughly enjoy being part of the school community.
- After almost three years, Vicky Healy has resigned as Governor and we are all very grateful for her hard work and support in her role. The Diocese will need a recommendation for a replacement.

SIAMS Inspection

- The headline news this year has been the successful SIAMs inspection (Statutory Inspection of Anglican and Methodist Schools) of GWPS.
- The inspection was conducted on the 22nd January 2025 and the final report received from SIAMs was excellent.
- Highlighted by the inspector was the “well-understood Christian vision that is rooted in the teachings of Jesus”; “a very strong culture of justice and responsibility” and that GWPS is “living up to its foundations as a Church school

and is enabling adults and pupils to flourish”. The Inspector attended the school for a long day, meeting with pupils, teachers, staff and governors.

- Development points for the school are to further embed a “shared understanding of spiritual development” and to “extend the opportunities for pupils to learn about Christianity as a global faith”.
- The SIAMs inspections take place approximately every five years and I wish to highlight the careful work and dedication put in by the school team to prepare for it – the Headteacher Mrs Brooks in particular, but also the RE teaching lead Mrs Elmes, all staff and Governors. The children are a credit to the school and we are very proud of the result.

Monitoring Visits 2023/4 and 2024/5

- We have completed the following monitoring visits:
 - 28th February 2023 Collective Worship
 - 27th April 2023 Music
 - 8th November 2023 RE
 - 1st December 2023 RE
 - 14th May 2024 Music
 - 11th November 2024 RE Pupil Voice (KS1)
 - 17th January 2025 RE Pupil Voice (KS2)

Meeting Attendance

- Attendance at Full Governing Body meetings as follows:
 - Academic Year 2023/4 (Elli Bullivant 6/7, Vicky Healy 5/7)
 - Academic Year 2024/5 so far (Elli Bullivant 3/4, Vicky Healy 2/3)
 - The next meetings will be for Budget Approval 29th April 2025, and Full Governing Body 13th May 2025

It is a privilege to be part of the team at GWPS and I continue to be very grateful for the opportunity to serve our community this way.

31st March 2025

Elli Bullivant

**The Churches of
St Mary & St Lawrence, Great Waltham
and
St John the Evangelist, Ford End
in the Parish of
Great Waltham with Ford End**

**Annual Report and Financial Statements
of the Parochial Church Council
for the year ended 31st December 2024**

Registered Charity Number: 1171387

STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	47,116	42,551	—	89,668	67,937
Income from charitable activities	7,492	—	—	7,492	4,849
Other trading activities	1,943	727	—	2,670	3,314
Investments	2,846	—	—	2,846	3,047
Other income	7	—	—	7	27
Total income	59,406	43,279	—	102,685	79,175
Expenditure on:					
Raising funds	—	—	—	—	—
Expenditure on charitable activities	53,067	26,223	—	79,291	85,881
Total expenditure	53,067	26,223	—	79,291	85,881
Gains / losses on investment assets	—	—	—	—	7,657
Net income / (expenditure) resources before transfer	6,339	17,055	—	23,394	951
Transfers					
Gross transfers between funds - in	1,563	1,563	—	3,127	24,884
Gross transfers between funds - out	(1,563)	(1,563)	—	(3,127)	(24,884)
Other recognised gains / losses					
Net movement in funds	6,339	17,055	—	23,394	951
Total funds brought forward	15,180	14,931	98,064	128,176	127,224
Total funds carried forward	21,519	31,986	98,064	151,570	128,176
Represented by					
Unrestricted					
General fund	21,519	—	—	21,519	15,180
Restricted					
Chancel	—	1,135	—	1,135	1,957
Choir	—	590	—	590	590
FE: Clock	—	1,006	—	1,006	1,006
GW: Organ	—	27,208	—	27,208	7,766
Godley Play	—	427	—	427	1,947
Passion Play	—	993	—	993	993
Staging	—	626	—	626	671
Endowment					
Chancel	—	—	98,064	98,064	98,064

BALANCE SHEET

Class and code	Description	This year	Last year
Fixed assets			
8100	CBF Invest Fund	88,348	88,348
	Total Fixed assets	88,348	88,348
Current assets			
7100	Barclays Current A/c	13,955	8,255
7110	Barclay Deposit A/c	46,674	21,171
7150	Cash in Hand	38	38
7201	CCLA Deposit A/c	14,928	12,586
7700	Debtors	—	1,106
	Total Current assets	75,597	43,157
Liabilities			
6699	Agency collections	336	—
7800	Creditors <1yr	12,039	3,329
	Total Liabilities	12,375	3,329
	Net Asset surplus(deficit)	151,570	128,176
Reserves			
	Excess / (deficit) to date	23,394	(6,705)
Z01	Starting balances	128,176	127,224
Z02	Other gains/(losses)	—	7,657
	Total Reserves	151,570	128,176
	Represented by funds		
	Unrestricted	21,519	15,180
	Designated	—	—
	Restricted	31,986	14,931
	Endowment	98,064	98,064
	Total	151,570	128,176

STATEMENT OF ASSETS AND LIABILITIES

	General	Designated	Restricted	Endowment	This year	Last year
Fixed assets - Investments						
CBF Invest Fund -	—	—	—	88,348	88,348	88,348
Totals	—	—	—	88,348	88,348	88,348
Current assets - Cash at bank and in hand						
Barclays Current A/c -	2,079	—	11,876	—	13,955	8,255
Barclay Deposit A/c -	17,097	—	29,577	—	46,674	21,171
Cash in Hand -	38	—	—	—	38	38
Totals	19,215	—	41,453	—	60,669	29,465
Current assets - Debtors						
Debtors -	—	—	—	—	—	1,106
Totals	—	—	—	—	—	1,106
Current assets - Investments						
CCLA Deposit A/c -	2,342	—	2,869	9,716	14,928	12,586
Totals	2,342	—	2,869	9,716	14,928	12,586
Liabilities - Agency accounts						
Agency collections -	—	—	336	—	336	—
Totals	—	—	336	—	336	—
Liabilities - Creditors: Amounts falling due in one year						
Creditors <1yr -	39	—	12,000	—	12,039	3,329
Totals	39	—	12,000	—	12,039	3,329
Grand total	21,519	—	31,986	98,064	151,570	128,176

FUND MOVEMENT BY TYPE

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Journals	Closing
Chancel - Chancel							
Restricted	1,957	—	822	—	—	—	1,135
Endowment	98,064	—	—	—	—	—	98,064
Sub-total for Chancel	100,021	—	822	—	—	—	99,200
Choir - Choir							
Restricted	590	—	—	—	—	—	590
Sub-total for Choir	590	—	—	—	—	—	590

FE-Clock - FE: Clock							
Restricted	1,006	—	—	—	—	—	1,006
Sub-total for FE-Clock	1,006	—	—	—	—	—	1,006
GW-Organ - GW: Organ							
Restricted	7,766	43,279	23,838	—	—	—	27,208
Sub-total for GW-Organ	7,766	43,279	23,838	—	—	—	27,208
Godley - Godley Play							
Restricted	1,947	—	1,519	—	—	—	427
Sub-total for Godley	1,947	—	1,519	—	—	—	427
Passion - Passion Play							
Restricted	993	—	—	—	—	—	993
Sub-total for Passion	993	—	—	—	—	—	993
Stage - Staging							
Restricted	671	—	44	—	—	—	626
Sub-total for Stage	671	—	44	—	—	—	626
General - General fund							
Unrestricted	15,180	59,406	53,067	—	—	—	21,519
Sub-total for General	15,180	59,406	53,067	—	—	—	21,519
Grand total	128,176	102,685	79,291	—	—	—	151,570

NOTES TO THE FINANCIAL STATEMENTS

Accounting Policies

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005 (Statement of Recommended Practice).

The financial statements have been prepared under the historical cost convention and 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.

Endowment Funds are funds, the capital of which must be maintained; only the income arising from the endowment may be used, either as restricted or unrestricted income, depending upon the purpose for which the endowment was established.

Restricted Funds comprise (a) income from trusts or endowments which may be expended only on those restricted objects provided for in the terms of the endowment or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. Such funds may be

expended only 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 in that fund. The PCC does not usually invest separately for each fund.

Unrestricted Funds are the funds of the PCC that are not subject to any special restrictions regarding their use and which are available for application to the general purposes of the PCC.

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate are received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. All other income is recognised when it is receivable. All incoming resources are accounted for gross of any related expenditure.

Resources Used

Grants and donations are accounted for when paid over, or when awarded if that award creates a binding obligation on the PCC. The Parish Share (payable to the Diocese in respect of clergy stipends, pensions and housing) is accounted for when paid or accrued for if necessary. All other expenditure is generally recognised when it is incurred and is accounted for gross but sometimes net profits from fund raising activities are received.

Fixed Assets

Consecrated and beneficed property is excluded from the Accounts by Section 96(2)(a) of the Charities Act 1993. Movable church furnishings held by the Churchwardens on special trust for the PCC and which require a Faculty for disposal are inalienable property. For anything acquired prior to 2000 there is insufficient cost information available and, therefore, such assets are not valued in the financial statements. Subsequently, no individual item purchased from unrestricted funds has cost more than £1,000 so all such expenditure has been written-off when incurred.

Investments

Investments are shown at market value at the year end date. Any increase or decrease in value is recognised through income / expense through the endowment funds.

Reserves Policy

The current Reserves Policy for the General Fund is to maintain a minimum balance of £12,500 and a target balance of £15,000.

FINANCIAL REVIEW

General Fund showed a surplus of £6,339 for the year and a year-end balance of £21,519.

income for the year declined by around £1,300 from 2023 levels, reflecting the absence of the one-off grants received in 2023. The level of Planned Giving to the General Fund was broadly the same as 2023 while collections declined slightly.

Fees for weddings and funerals increased by some £1,800 but fundraising declined.

The PCC authorised £21,200 (£34,000 in 2023) to be paid to the Diocese as a contribution to the Parish Share, against “suggested” contribution of £35,345. Had the PCC authorised payment of the

“suggested” Parish Share, the balance on the General Fund would have fallen below the minimum £15,000 limit which the PCC’s reserves policy stipulates.

The “suggested” 2025 Parish Share assessment is £24,919 after a £13,633 grant from the Diocese’s Mutual Support Fund. The PCC intends to meet this assessment in full by paying £2,000 per month while still maintaining a prudent reserves policy.

The market value of the Great Waltham Chancel Fund investments increased by £2,773 in the year to 31 December 2024, as stock markets rose slightly. For an explanation of the origin of the Chancel Fund, please see the Appendix below.

APPENDIX

Chancel Fund

The Chancel Fund is an Endowment Fund held by the Chelmsford Diocesan Board of Finance as Custodian Trustee. It was established for the upkeep and repair of the Chancel of the Church of St Mary & St Lawrence, Great Waltham and the accumulated income arising from the investment can be used for repairs and maintenance of the Chancel, the Church and the Churchyard. To understand why it exists, and where the money came from, it is necessary to look at the historical development of the Church of England.

Chancel repair liability has its roots in medieval times when every Church had its own priest or Rector. By virtue of his status, the Rector was entitled to income, known as Tithes, from land in the Parish, known as Glebe land. From this income, the Rector traditionally maintained the Chancel, whilst the Parishioners were responsible for the Nave. In those days, most of the land was owned by the local Squire, who often also had the right of patronage, whereby he could nominate the Rector, although sometimes the right of patronage was separately held.

In the case of Great Waltham the Chancel repair liability lay with the Patron and the Patron was not a local landowner but Trinity College, Oxford. In 1979 the College, as Patron, decided that it would ‘redeem’ its liability by payment of a capital sum of money and this was the source of the present Chancel Fund.

Approved by the PCC on _____ and signed on behalf of the PCC by:

Chair _____

Treasurer _____

**Independent Examiner's Report to the Parochial Church Council of the Parish of Great
Waltham and Ford End (the PCC)**

I report to the PCC on my examination of the PCC Accounts for the year ended 31st December 2024, which are set out on pages 1 to 7.

Respective responsibilities of the PCC and the Independent Examiner

The PCC 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 PCC's accounts carried out under section 145 of the 2011 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 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 PCC as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this respect in order to enable a proper understanding of the accounts to be reached.

To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the PCC, as a body, for this report or for the opinions I have formed.

Signed

Neil Spooner, Independent Examiner.

Date

suggested Parish Share, the balance on the Chancel Fund is £15,000 limit which the PCC's reserves policy stipulates.

The "suggested" 2025 Parish Share assessment is £24,919 after a £13,633 grant from the Diocese's Mutual Support Fund. The PCC intends to meet this assessment in full by paying £2,000 per month while still maintaining a prudent reserves policy.

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Approved by the PCC on 24th February 2025 and signed on behalf of the PCC by:

Chair



Treasurer

