

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

STALLARD & CO LIMITED

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

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FOR THE YEAR ENDED 31 DECEMBER 2024

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**THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER**  
**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

**REFERENCE AND ADMINISTRATIVE DETAILS**

Charity number: 251460

Principal Office: The Parish Office  
The Green  
North Road  
Havering-Atte-Bower  
Romford  
RM4 1PL

Independent Examiner: A P Stallard  
Stallard & Co Limited  
Suite 2, Aquarium 101  
Lower Anchor Street  
Chelmsford  
CM2 0AU

The PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of St James and St Johns. It also has the maintenance responsibilities for St John's Church and Church Hall and St James Church.

The PCC members are ex-officio or elected at the Annual Meeting in accordance with the Church Representation Rules. During the past year the following served as PCC members.

Incumbent:	Rev. D Anderton	
Curate:	Rev. G Clark	
Curate:	Rev. N Snelling	
Wardens:	S Clarke	
	G Edwards	
Elected members:	H Knightbridge	Treasurer
	J Shephard	Secretary
	E Knightbridge	
	T Negus	
	P Negus	
	E Anderton	
	S Clarke	
	D Rowe	
	S Pye	
	M Dreese	
	L Mathieson	
	C Spelling	

# THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

## ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL (cont.)

### FOR THE YEAR ENDED 31 DECEMBER 2024

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

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

#### **OBJECTIVES AND ACTIVITIES**

St John's and St James have the responsibility of co-operating together in unity, to provide ecumenical, pastoral and evangelical leadership within the whole church mission set before God.

#### **REVIEW OF THE YEAR 2024**

These accounts represent the view of the single parish.

There were 6 planned meetings of the full PCC during the year with the Standing Committee meeting 4 times and Fabric and Finance Sub-committee also meeting.

The APCM was held on 19th May.

The Electoral Roll at 2024 APCM was 78.

#### A summary of what our main activities for the year.

Communal worship is at the heart of our church life with weekly Sunday worship and other services / groups taking place during the week as part of a pattern of worship and activity.

We have both men's and ladies groups, monthly services in two care homes in our parish, and we provide pastoral support to St Francis Hospice in our village.

In late 2022 we employed a Family outreach Pastor on a 3-year role to progress and lead our Parish: 2024 was the second full year of this Role being in place.

This enabled us to continue to deliver and grow the following;

- Sunday School (alongside main Sunday service) 3 weeks a month - now reaching 32 individuals (normal group size 13).
- Sunday Evening Youth Group weekly - doubled last year.
- Little Stars toddler group. This has now moved onto a smaller venue in the church premises so the numbers we can reach each week is lower, but the quality of the contacts has improved as the space is more conducive to good social interaction between adult and adult and between adults and children.
- Friday Drop in Coffee Morning. 55 people reached, an increase of 15 from last year. This goes from strength to strength.
- After School (secondary) outreach. Reaching 50+ children - some from a second school, supporting some who are struggling with social anxiety.
- Messy Church - now bi-monthly - 66 people reached. In summer 2024 'Messy Church in the Park' was a collaboration with three other churches coming together.
- We have a strong relationship with our C of E Primary School (taking assemblies in school and welcoming children and teachers into St John's for various school services and educational visits).



## **THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER**

### **ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL (cont.)**

#### **FOR THE YEAR ENDED 31 DECEMBER 2024**

- We are a referral agency and collection centre for the local Foodbank and members of our church family are volunteer workers.
- St James' hall is home to local Scouts and Guides groups. Joint events and services take place throughout the year.
- Coffee mornings and drop in; these are run weekly for local people to have coffee and meet and chat.
- Family time - originally envisioned as a place for families of the Church and from the outreach projects to come together. However, people of all ages have attended - including older single people. This has created a real family dynamic allowing for a sharing of wisdom and faith.
- Family Support Hub - a new venture in collaboration with Bower Park School and Empower Academic Trust. Providing advice from statutory and voluntary agencies, a cup of coffee and a listening ear. 8 families reached.
- Little Stars Adult Social Group - provides space for past and present carers of Little Stars Children who have wished to keep in touch and continue their connection with church.
- Our focus on mental wellbeing led to us hosting a Mental Health First Aiders accreditation course at the St James in April 2023 with 5 members of the church taking part together with 4 from other churches.
- In 2024 we have continued to see the profile of the church, our facilities, and the groups we offer rise in the local community.
- Scouting and guiding groups use St James hall 3 times a week.
- For instance, since September 2023 a commercial pre-school group has been using St James' Church Hall 5 days a week during term time. From September 2024 a charity which supports adults with Autism trialled the use of our Church Hall at St John's and this will begin a contract in 2025 for 4 days a week.

These not only bring financial contribution but also foster greater links between the Church and the community it serves.

#### **Church Repairs**

- In 2022 we had an exceptionally large slate and marble memorial fall from St John's church interior wall. Over 2022 and 2023 we conducted repairs on the wall and secured all the remaining memorials in the church following advice from Diocesan and national experts.
- in 2024 we finished the project. This stage comprised fixing all the broken marble pieces of the memorial onto a solid frame so that the words on the memorial are now visible.

#### **Summary**

As a parish we have continued our communal worship.

We are reaching out in the community through our Family Outreach Pastor and the availability of our facilities.

We have carried out essential maintenance to the fabric of the churches.

**THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER**

**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL (cont.)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

During 2024 we had 11 Baptisms, 2 weddings, 4 funerals, 3 internment of ashes and 2 funerals conducted elsewhere.

Throughout the year the incumbent and PCC have continued to attend their responsibilities for safeguarding, reviewing, and re-adopting the national Church of England safeguarding policy statements and practice guidance and re-appointing our Parish Safeguarding Officer.

We supported local, UK and overseas charities including Saint Francis Hospice, The Children's Society, Barnabas, Collier Row Food Bank and Tearfund.

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL (cont.)

FOR THE YEAR ENDED 31 DECEMBER 2024

**FINANCIAL REVIEW**

The report is divided between the General Fund [unrestricted Fund] and Repairs and Maintenance [designated Fund] and Outreach (restricted fund).

A Summary Statement, and Balance Sheet are also provided.

**a. General Fund**

Most of our giving from the Church members is done in the most tax effective manner, for example gift aid. This giving was down in 2024 compared with 2023. The overall income was almost £7,000 lower. In 2023 we received a large one-off legacy, although this was partially offset by the increase income from the use of our hall. This use will increase in 2025.

We paid our Parish Share in full and paid an additional £2,400 as a gift to the Diocese. We continued to support the Outreach work but the 2024 amount was less than the 2023 figure (which included money for the initial setup).

**b. Repairs and maintenance designated fund for both Churches.**

We continue to receive the Pemberton Barnes Grant which is important to us. Our overall expenses were higher, largely due to;

- improvement work carried out on our halls. This included redecoration.
- final repairs to the memorial which fell at St John's church.
- much higher utility costs. We reached the end of our favourable contracts for all sites, and the new ones are at a higher rate. In addition, we had a 2023 cost paid in 2024; this was due to a faulty meter and not resolved until 2024.

**c. Outreach-Restricted Fund**

We received a Grant from the Henry Smith charity towards the employment of an outreach pastor and the PCC also provides funds for this. It is a restricted fund purely for the Outreach Pastor and their associated work and therefore is reported separately.

**d. Summary**

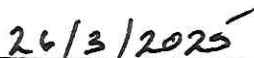
There was a surplus for the General Fund of £34,622 and a deficit of £49,716 for the repair fund. The Outreach Fund is restricted and has a deficit of £1,606. This is funded by a Henry Smith Charity Grant and Church.

**RESERVES POLICY**

It is the PCC's policy to maintain sufficient funds to cover approximately one year's general expenditure. General maintenance is sufficiently covered by grant income. Surplus grant income is used to build reserves to help meet future larger maintenance costs.



On behalf of the PCC



Dated



**THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2024**

<b>General Fund (Unrestricted Fund)</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Incoming Resources</b>		
Incoming resources from donors		
Gift Aid	26,226	30,851
General plate	6,238	8,084
One off legacy	-	21,807
Diocese Energy Grant	-	2,090
Gift Aid recovered	8,742	7,385
Discretionary Fund	-	
	<u>41,206</u>	<u>70,217</u>
Other voluntary incoming resources		
Donations	<u>2,297</u>	<u>1,016</u>
Income from operating activities to further the work of the Church		
Fees	3,845	2,571
Use of all facilities	32,232	13,545
Coffee mornings	990	-
Little Stars	920	843
	<u>37,987</u>	<u>16,959</u>
Income from investments		
Bank interest		
<b>Total Incoming Resources</b>	<u>81,490</u>	<u>88,192</u>
<b>Resources Expended</b>		
Grants to further the work of the church		
Ministry	1,296	1,191
Outreach	7,920	17,920
Mission	285	655
	<u>9,501</u>	<u>19,766</u>
Church activities		
Diocesan parish share	27,665	24,770
Extra parish share	2,400	2,400
Vicars fund	-	-
	<u>30,065</u>	<u>27,170</u>
Church management		
Office expenses	5,551	4,511
Miscellaneous expenses	1,066	1,599
Independent examination	450	450
Bank charges	235	75
	<u>7,302</u>	<u>6,635</u>
<b>Total resources Expended</b>	<u>46,868</u>	<u>53,571</u>
<b>Net movement in Fund</b>		
Net (outgoing) / incoming resources	<u>34,622</u>	<u>34,621</u>



THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

STATEMENT OF FINANCIAL ACTIVITIES (Cont.)

FOR THE YEAR ENDED 31 DECEMBER 2024

	2024	2023
<b>Repairs &amp; Maintenance Fund (Designated Fund)</b>	£	£
Incoming resources from donors		
Pemberton Barnes Grant	40,000	40,000
Income from investments		
Bank interest	-	-
<b>Total Incoming Resources</b>	<u>40,000</u>	<u>40,000</u>
<b>Resources Expended</b>		
Church activities		
Church utilities	15,120	6,130
Church music	866	-
Church insurance	6,670	6,502
Church repairs & maintenance	-	-
Hall costs	-	5,070
Churchyard	9,200	9,033
Piano & organ	945	2,556
Church alarm & extinguishers	3,052	2,413
Chubb	-	2,376
Water	1,556	1,102
	<u>37,409</u>	<u>35,182</u>
Special Projects		
Architects	-	-
Maintenance & other projects	4,276	-
Stonework	5,539	8,847
Redecoration	6,930	-
	<u>16,745</u>	<u>8,847</u>
St James costs		
Maintenance	4,500	4,314
Heating	12,503	3,655
2023 costs	6,236	
Insurance	1,477	1,444
Projects	5,370	2,379
	<u>30,086</u>	<u>11,792</u>
Church management & administration		
Bank charges	-	301
Telephone	3,196	2,715
Hall caretaker	2,280	2,280
	<u>5,476</u>	<u>5,296</u>
<b>Total Resources Expended</b>	<u>89,716</u>	<u>61,117</u>
<b>Net Movement in Funds</b>		
Net incoming / (outgoing) resources	<u>- 49,716</u>	<u>- 21,117</u>

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

STATEMENT OF FINANCIAL ACTIVITIES (Cont.)

FOR THE YEAR ENDED 31 DECEMBER 2024

	2024	2023
	£	£
<b>Church Outreach Fund</b>		
Henry Smith Grant	20,000	20,000
PCC Grants	7,920	17,920
<b>Total Incoming Resources</b>	<u>27,920</u>	<u>37,920</u>
<b>Expenditure</b>		
Staff costs	26,811	26,052
Misc costs	2,715	896
	<u>29,526</u>	<u>26,948</u>
<b>Surplus</b>	<u>- 1,606</u>	<u>10,972</u>

THE PARISH OF ST JAMES COLLIER ROW AND ST JOHN THE EVANGELIST HAVERING-ATTE-BOWER

BALANCE SHEET AS AT 31 DECEMBER 2023

	Notes	2024 £	2023 £
<b><u>FIXED ASSETS</u></b>		-	-
<b><u>CURRENT ASSETS</u></b>			
Debtors		1,816	1,035
Cash in hand		82,779	115,962
		<u>84,595</u>	<u>116,997</u>
<b><u>LIABILITIES FALLING DUE WITHIN ONE YEAR</u></b>			
Creditors		455	14,274
		<u>84,140</u>	<u>102,723</u>
<b><u>FUNDS</u></b>			
B/fwd		102,723	78,247
General fund		34,622	34,621
Outreach	-	1,606	10,972
Discretionary fund	-	1,883	-
Designated - Repairs & Maintenance Fund	-	49,716	- 21,117
		<u>84,140</u>	<u>102,723</u>

The attached notes and the Independent Examiners Report on page 9 form an integral part of the Accounts.

These Accounts were adopted and approved by members of the Parochial Church Council at their meeting held on and signed on its behalf by:

\_\_\_\_\_  
Honary Treasurer

\_\_\_\_\_  
Dated

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1 ACCOUNTING POLICIES

a) Basis of accounting

The financial statements have been prepared under the historic cost convention, in accordance with the Church Accounting Regulations 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (Charities SOPR FRS 102) and the Charities Act 2011.

b) Funds

Restricted funds represent donations or fundraising income 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.

Unrestricted funds represent funds of the church council that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Church. Funds designated by the Church Council for a particular purpose are also unrestricted.

c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income;

- Collections and planned giving receivable under covenant are recognised when received on behalf of the Church Council.
- Tax refunds are recognised when the incoming resource to which they relate is received.
- Funds raised by fete, garden party and similar events are accounted for gross
- Grants and legacies to the Church Council are accounted for as soon as the Church Council is notified of its legal entitlement and the amount due.
- Rental income from the letting of the church premises is recognised when the rental is due.
- Interest and dividends are recognised when received.



## INDEPENDENT EXAMINERS REPORT

### TO THE PCC OF ST JAMES COLLIER ROW AND ST JOHN

#### THE EVANGELIST HAVERING-ATTE-BOWER

This report on the Accounts of the PCC for the year ended 31 December 2024, which are set out on pages 1 to 8 inclusive, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 and Section 145 of the Charities Act 2011.

#### Respective responsibilities of Trustees and Examiner

As members of the PCC you are responsible for the preparation of the Accounts; you consider that the audit requirement of Regulation 3(3) of the Church Accounting Regulations 2006 and Section 144(2) of the Charities Act 2011 (the Act) do not apply. It is my responsibility to issue this report on those Accounts in accordance with the terms of the Church Accounting Regulations 2006 and the Charities (Accounts and Reports) Regulations 2008.

#### Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Act and to be found in the guidance from the CBF. That examination includes a review of the accounting records kept by the PCC and a comparison of the Accounts with those records. It also includes considering any unusual items or disclosures in the Accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the Accounts.


#### Independent Examiner's Statement

In accordance with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements;

- to keep accounting records in accordance with Section 103 of the 2011 Act; and
- to prepare Accounts which accord with the accounting records and to comply with the requirements of the Act, as also contained in the Church Accounting Regulations 2006.

have not been met, or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached.

Suite 2  
Aquarium 101  
Lower Anchor Street  
Chelmsford  
CM2 0AU

  
.....  
Andrew Stallard  
Independent Examiner  
Stallard & Co Ltd

March 2025