

**PAROCHIAL CHURCH COUNCIL OF
THE ECCLESIASTICAL PARISH OF
ST MARY'S, THEYDON BOIS**

**ANNUAL REPORT AND ACCOUNTS FOR
THE YEAR ENDED 31 DECEMBER 2018**

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THE PARISH CHURCH OF ST MARY THE VIRGIN, THEYDON BOIS ANNUAL REPORT OF ACTIVITIES 2018

St Mary's Parochial Church Council, along with the Incumbent, has the responsibility for promoting, in the ecclesiastical parish of Theydon Bois, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The Parochial Church Council also has maintenance responsibilities for the church building (including the Parish Centre), Churchyard and Church Hall.

Membership of the Parochial Church Council (PCC)

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

Incumbent

Rev. John Fry

Associate Priest (from November 2018)

Rev. Carol Newnham

Church Wardens

Mary Gill, Michael Palmer

Deanery Synod Representatives

Lisa Debenham, Robyn Marsh, Diana Meteyard, Elizabeth Douglass

Elected Members

David Atkinson, Sally Crone, Richard Risdon, Heather Higgins, Clare Drew, Joanna Life, Liz Hannibal, Mary Gill, Tony Dawson, John Eaton Hugh Meteyard, Rosalyn Philip, Andrew Tunks (Treasurer), Sam Spencer, Doug Pleasant, John Philip, Joy Simmance.

In attendance

Beryl Denney (Reader with Permission to Officiate)

Parochial Church Council Meetings

The PCC met 5 times during the year with an average attendance of 75%

The parish continues to work towards the shared Benefice Vision of the Theydon Parishes which is:-

To be loving, caring and welcoming congregations who nurture each other to grow in faith together, through quality worship, Bible teaching and prayer, sharing the love of God in Christ with others by example and our activities in the community and wider world.

Marion Smith was appointed to serve as Parish Safeguarding Representative, and Tony Dawson continued to serve ministry as an Authorised Local Preacher. In 2018, the PCC and the Vicar welcomed Rev Carol Newnham to the parish as Associate Priest to the Benefice and continued to value the ministry of Beryl Denney as reader with Permission to Officiate.

Sub committees

Finance Committee considers financial matters and makes recommendations to PCC. Meets as necessary.

Standing Committee: has power to transact the business of the PCC between meetings. Tony Dawson was elected to serve as a member alongside Rosalyn Philip as Secretary, the Vicar and the Churchwardens, meets as necessary.

Mission Committee: Supports the work of Christian mission at home and abroad, particularly of CMS, IPASC in D.R.Congo and Alison and Mozi Kotroci in Albania and promotes awareness of the wider mission of the Church. Chaired by John Eaton until November 2018 and then by Robyn Marsh.

Events Committee: Organises social and fund-raising events to support the Church, chaired jointly by Philip and Amanda Simmance.

Joint Churchyard Committee: Meets as necessary under the leadership of John Eaton. The PCC is grateful to the team of volunteers who meet each Thursday morning to work in the churchyard.

Church Hall Committee: manages the business of the Church Hall on behalf of the PCC. Sarah Rochester, Eleanor Isaac, Philip Crombie and Linda Hammond served during the year.

Church Services

The pattern of services was as follows:

Sunday

8.00a.m.	Holy Communion (BCP)	
	10.30am	6pm
First Sunday	All Age Worship	Sung Communion
Second Sunday	Family Communion	Sung Evensong (BCP)
Third Sunday	Family Communion	Sung Evensong (BCP)
Fourth Sunday	Morning Worship	Sung Evensong (BCP)
Fifth Sunday	Joint Benefice Service (at 10a.m, rotating between churches in the Benefice) in the morning and occasional Joint Evening Services with Theydon Bois Baptist Church	

(The organ was played by visiting organists on a rota arrangement)

Tuesday

5pm. Evening Prayer (BCP)

Wednesday

10am. Holy Communion (with the Mothers' Union on the first Wednesday of the month)

Friday

9.30am. Morning Prayer

Church Attendance

As of April 2018, there were 202 people on the Church Electoral Register. Average Sunday attendance for the year was 95 unique adults and 22 children. As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated 14 baptisms and 3 weddings in 2018 and also held 5 funerals in St Mary's and conducted 5 funeral services at local crematoria during the year.

Key events in 2018.

14 th February	Sung Communion for Ash Wednesday
3 rd March	Benefice Marriage Preparation Morning in St Mary's Church Hall
February/March	Weekly Lent Soup lunches in aid of charities selected by the Mission Committee (Lunches were also held for Harvest and in November)
10 th March	Posy Making for Mothering Sunday by children and their male carers
24 th March	Joint Benefice Walk across the parishes concluding at St Mary's
29 th March	Maundy Thursday Joint Benefice Sung Communion at St. Mary's.
30 th March	Good Friday service at Baptist church followed by walk of witness, an hour at the cross meditation service at All Saints Theydon Garnon
1 st April	Easter Day Services
12 th April	APCM
6 th May	Deanery Confirmation service held at St Mary's – the Bishop of Barking presided
20 th May	Choral Evensong for Pentecost
28 th May	May Fayre
8 th July	Prayer tent at the Donkey Derby with the Baptist Church
7 th October	Harvest Festival service
8 th October	Theydon Bois Primary School Harvest Festival service held in St Mary's (whole school)
4 th November	'Remembering those we have loved' service
8 th November	Licensing of Rev Carol Newnham as Associate Priest to the Theydon Parishes by the Archdeacon of Harlow at St Mary's Stapleford Tawney
11 th November	Annual service of Remembrance at the War Memorial and in church, the Uniformed Organisations paraded the colours.
18 th November	Confirmation Service at the St. John's, Buckhurst Hill Choral Evensong for St. Cecilia
30 th November	Joint churches in Theydon Bois stall at Village Christmas Market ("Get in the Picture")
1 st December	Christmas Fayre
2 nd December	All Age Service with Scratch Nativity play, facilitated by a team from the Red Balloon Family Foundation
18 th December	Theydon Bois Primary School Christmas Service held in St. Mary's for reception and KS1 pupils and their parents or carers.
23 rd December	Traditional Service of Nine Lessons and Carols, Christingle making in the Church Hall
24 th December	3.30 and 5pm Christingle Services attended by over 500 people, followed by 11.30pm First Communion of Christmas
25 th December	Christmas Day Family Communion service



Section A Independent Examiner's Report

**Report to the trustees/
members of**

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARY'S, THEYDON BOIS**

**On accounts for the year
ended**

31 DECEMBER 2018

**Charity no
(if any)**

1128901

Set out on pages

5, 6, 7 and 8

I report to the Trustees on my examination of the accounts of the above charity ("the PCC") for the year ended 31 December 2018.

**Responsibilities and
basis of report**

As the charity Trustees of the PCC, 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 PCC's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

16 April 2019

Name:

Greville John NORMAN

**Relevant professional
qualifications or body:**

CPFA ACIS

Address:

120 Dukes Avenue

Theydon Bois, Essex

CM16 7HF

ST MARY'S CHURCH, THEYDON BOIS
FINANCIAL STATEMENTS FOR YEAR ENDED 31 DECEMBER 2018

		2018			
<u>RECEIPTS AND PAYMENTS ACCOUNT</u>	Note	General fund	Designated funds	Restricted funds	Total funds
		£	£	£	£
RECEIPTS					
Planned Giving and Envelopes		66,272	-	-	66,272
Collections and Donations		12,506	-	-	12,506
Tax Rebate		9,816	-	-	9,816
Church Hall		-	14,207	-	14,207
PCC Fees		5,140	-	-	5,140
Events income	4	4,384	-	-	4,384
Rent		1,292	-	-	1,292
Flowers		-	-	-	-
Mission boxes		-	-	-	-
Interest		96	5	-	101
		99,506	14,212	-	113,718
PAYMENTS					
Family Purse		78,928	-	-	78,928
Church repairs		-	-	3,666	3,666
Church Hall		-	12,617	-	12,617
Parish Giving	5	6,679	-	-	6,679
Insurance and utilities		4,982	-	-	4,982
Music and Organ		4,739	-	-	4,739
Assigned Fees		2,229	-	-	2,229
Church Office		8,576	-	-	8,576
Clergy Expenses		1,336	-	-	1,336
Flower Expenditure		878	-	-	878
Churchyard		-	5,242	-	5,242
Junior Church		2,188	-	-	2,188
Events expenditure		-	-	-	-
Mission boxes etc		-	-	-	-
		110,535	17,859	3,666	132,060
Net receipts/ (payments)		(11,029)	(3,647)	(3,666)	(18,342)
Cash balance b'f		66,846	18,853	20,996	106,695
Cash balance c'f		55,817	15,206	17,330	88,353
		2017			
<u>RECEIPTS</u>		General fund	Designated funds	Restricted funds	Total funds
		£	£	£	£
RECEIPTS					
Planned Giving and Envelopes		66,612	-	-	66,612
Collections and Donations		26,971	750	-	27,721
Tax Rebate		12,675	-	-	12,675
Church Hall		-	12,376	-	12,376
PCC Fees		5,777	-	-	5,777
Events income	4	9,386	-	-	9,386
Rent		999	-	-	999
Flowers		50	-	-	50
Mission boxes		-	-	-	-
Interest		136	2	-	138
		122,606	13,128	-	135,734
PAYMENTS					
Family Purse		77,257	-	-	77,257
Church repairs		-	-	1,249	1,249
Church Hall		-	11,299	-	11,299
Parish Giving	5	6,691	-	-	6,691
Insurance and utilities		6,613	-	-	6,613
Music and Organ		5,069	-	-	5,069
Assigned Fees		2,037	-	-	2,037
Church Office		8,550	-	-	8,550
Clergy Expenses		1,155	-	-	1,155
Flower Expenditure		729	-	-	729
Churchyard		94	1,558	-	1,652
Junior Church		252	-	-	252
Events expenditure		1,795	-	-	1,795
Mission boxes etc		-	-	-	-
		110,242	12,857	1,249	124,348
Net receipts/ (payments)		12,364	271	(1,249)	11,386
Cash balance b'f		54,482	18,581	22,245	95,308
Cash balance c'f		66,846	18,852	20,996	106,694

ST MARY'S CHURCH, THEYDON BOIS
FINANCIAL STATEMENTS FOR YEAR ENDED 31 DECEMBER 2018

		At 31 December 2018			
		General	Designated	Restricted	Total funds
<u>STATEMENT OF ASSETS AND LIABILITIES</u>		fund	funds	funds	£
ASSETS					
		£	£	£	£
		55,804	15,160	17,330	88,294
		13	46	-	59
		55,817	15,206	17,330	88,353
		2,154	-	-	2,154
		-	4,175	-	4,175
		57,971	19,381	17,330	94,682
	Assets retained for the Church's use - 6/7				
	Church contents	94,800	-	-	94,800
	Church Hall	-	527,384	-	527,384
	Church Hall contents	-	22,205	-	22,205
	Fixed assets	94,800	549,589	-	644,389
	TOTAL ASSETS	152,771	568,970	17,330	739,071
LIABILITIES					
		-	-	-	-
NET ASSETS					
		152,771	568,970	17,330	739,071

		At 31 December 2017			
		General	Designated	Restricted	Total funds
<u>STATEMENT OF ASSETS AND LIABILITIES</u>		fund	funds	funds	£
ASSETS					
		£	£	£	£
		66,833	18,806	20,996	106,635
		13	46	-	59
		66,846	18,852	20,996	106,694
		1,751	-	-	1,751
		-	-	-	-
		68,597	18,852	20,996	108,445
	Assets retained for the Church's use - 6/7				
	Church contents	91,200	-	-	91,200
	Church Hall	-	507,098	-	507,098
	Church Hall contents	-	21,351	-	21,351
	Fixed assets	91,200	528,449	-	619,649
	TOTAL ASSETS	159,797	547,301	20,996	728,094
LIABILITIES					
		-	-	-	-
NET ASSETS					
		159,797	547,301	20,996	728,094

ST MARY'S CHURCH, THEYDON BOIS
FINANCIAL STATEMENTS FOR YEAR ENDED 31 DECEMBER 2018

NOTES TO THE FINANCIAL STATEMENTS

1. Under current legislation the PCC may report on a Receipts and Payments basis with a Statement of Assets and Liabilities and it has elected to do so.
2. The financial statements are prepared on an historic cost basis.
3. Restricted funds may be expended only on objects specified by the trust, bequest or donation. Unrestricted funds may be used for the PCC's general purposes. The PCC holds no endowment funds.
4. Events receipts were as follows -

	2018	2017
	Receipts	Receipts
	£	£
Christmas Fayre	1,010	951
Donkey Derby	549	785
Flower Festival	-	5,212
May Fayre	1,817	-
Plant Sale	533	655
Quiz	475	-
Safari Supper	-	490
Spice evening	-	930
Table top sale	-	363
	4,384	9,386

5. Parish giving payments were as follows -

	2018	2017
	Payments	Payments
	£	£
Donations up to and including £250 (a)	802	1,295
Aquabox	430	790
Bible Society	(a)	254
British Legion	595	-
Christian Aid	(a)	-
CMS	(a)	(a)
Crisis	-	289
DEC Phillipines	-	595
Embrace	409	403
F/IPASC	395	-
5 TALENTS	(a)	-
Koinonia	467	403
LOGOS	770	607
Manna Centre	260	(a)
Mercy Ships	401	403
Mission for Seafarers	357	325
OCC	395	403
Shelter	315	-
St Clare's	395	403
TCS	688	521
	6,679	6,691

6. Fixed assets are included in the Statement of Assets and Liabilities at their insured value.
7. Consecrated and benefice property is excluded from the accounts by virtue of s10(2) of the Charities Act 2011.
8. No payments were made to Trustees other than to reimburse them for expenses they incurred.
9. No wages, salaries or remuneration were paid to Trustees or any persons connected to the Trustees in respect of the above.

ST MARY'S CHURCH, THEYDON BOIS
FINANCIAL STATEMENTS FOR YEAR ENDED 31 DECEMBER 2018

		2018			
10. Fund cash balances	Balance b'f	Receipts	Payments	Balance c'f	
	£	£	£	£	
Restricted funds					
Wild Bursary	1,494	-	-	1,494	
Church Maintenance reserve	19,502	-	(3,666)	15,836	
	20,996	-	(3,666)	17,330	
Designated unrestricted funds					
Churchyard	1,932	5	(5,242)	(3,305)	
Church Hall	16,920	14,207	(12,616)	18,511	
	18,852	14,212	(17,858)	15,206	
Unrestricted general fund	66,846	99,506	(110,535)	55,817	
	106,694	113,718	(132,059)	88,353	
		2017			
	Balance b'f	Receipts	Payments	Balance c'f	
	£	£	£	£	
Restricted funds					
Wild Bursary	1,494	-	-	1,494	
Church Maintenance reserve	20,751	-	(1,249)	19,502	
	22,245	-	(1,249)	20,996	
Designated unrestricted funds					
Churchyard	2,738	752	(1,558)	1,932	
Church Hall	15,843	12,376	(11,299)	16,920	
	18,581	13,128	(12,857)	18,852	
Unrestricted general fund	54,482	122,606	(110,242)	66,846	
	95,308	135,734	(124,348)	106,694	