St. Andrew • Holy Cross

The Parish of St Andrew with Holy Cross

(registered Charity 1201596)

Annual Parochial Church Meeting

Year Ending December 2024

Contents

Annual Meeting of Parishioners Agenda 3
Annual Parochial Church Meeting Agenda 3
Minutes of the Annual Parochial Church Meeting (APCM) on 12th May 2024 4
Vicar's report 6
Associate Priest's Report – Rev Trudy Arnold 6
Electoral Roll – David Marshall, Electoral Roll Officer 7
Summary of PCC Business – David Marshall 7
Deanery Synod Report 7
Churchwarden Reports - Anna Graham, Frances Graham and David Marshall 8
Safeguarding 8
Children and Families Report 9
Food Ministry Report 2024 9
Music in the parish 10
Finance report and Annual Accounts 11

Meetings at St Andrew's Church, Basildon on Sunday 25th May 2025

Annual Meeting of Parishioners
Agenda

1. Apologies for absence
2. Election of Churchwardens
3. Any Other Business

Annual Parochial Church Meeting
Agenda

1. Opening Prayers
2. Apologies for Absence
3. Minutes of the meeting held on 12th May 2024
4. Matters arising from minutes
5. Elections and Appointments
    - Members of Parochial Church Council
    - Members of Deanery Synod
6. Presentation /Discussion of the Annual Reports
7. Open Discussion
8. Any other business
9. Date of next APCM
10. Date of next PCC meeting
11. Closing Prayers

St Andrew and Holy Cross Basildon

Minutes of the Annual Parochial Church Meeting (APCM) on 12th May 2024

Held at St Andrew's Church

Chair -. Rev Tim Brampton

Present

Rev Trudy Arnold
Phil Horscroft (sec)
Anna Graham (CW)
Frances Graham (CW))
Irene Abdulrazzak
Sattar Abdulrazzak
Ayodeji Fagbeyiro
Hayden Firth
Nikki Firth
Emma Lamb
Christine Pitt
Richard Pitt
Marion Marshall
Fiona McCartney
John McCartney
Richard Sanders
Janet Savill
Val Rossiter
Brenda Smedley
Mark Stubberfield
Gloria Taylor
Avril Wetering
Peter Weterings

(sec) = minutes secretary
(CW) = Church Warden

Apologies for absence

Barbara Bowhill
Christine Hill
Anne Liddell
Jackie Stubberfield
Peter White

At the beginning of the meeting a short film was shown introducing the proposal that this parish follow the Living in Love and Faith initiative and leaflets on this subject were distributed.

Annual Parishioners meeting

Election of Church Wardens

Holy Cross – Anna Graham and Frances Graham had been nominated - carried unanimously.
St Andrew's - David Marshall had been nominated - carried unanimously.
It was noted that there is a vacancy at St Andrew's for a second churchwarden.

Election of PCC members

Emma Lamb had been proposed and seconded to become a member of the PCC and this was carried unanimously.

Annual Parochial Church Meeting (APCM)

Opening prayers were led by Rev Tim Brampton (Chair).

Minutes of the last APCM meeting in May 2023 were accepted with no matters arising.

There were no nominations for the vacancy on the Deanery Synod. Rev Tim gave a brief explanation of what the Deanery Synod is and what it does.

Rev Tim thanked the ministry team and the congregations at both churches for maintaining cohesion through the transition period brought about by the departure of the previous Incumbent Rev Jane Richards, which resulted in Rev Tim being appointed as the incumbent of this parish in tandem with his current parish of St Martin's. It was hoped and expected that this will enable opportunities for shared events and resources. However, the parishes will remain distinct. It was stated that, although there are some remaining doubts as to the administration of the merging of the two parishes under one incumbent, the faith works of the two parishes will not be affected in any way and the good works will be able to continue as before.

Annual report

Annual Reports were submitted in writing prior to the meeting.

There were no questions arising about the previously submitted reports on the following areas:

Churchwardens	Safeguarding	Home Groups
Music.	Treasurer	Restore.

Restore group was thanked by Rev Tim for its "outstanding work."

Mark Stubberfield proposed that Nikki Firth should be formally thanked for her work in the children and families ministry.

There followed an open discussion on various matters.

1) The question was asked "what will happen to the proceeds from the sale of the vicarage?"

It was pointed out that the parish had raised funds for the building of the vicarage and Churchwarden David Marshall was pursuing some return on this investment (approximately one third of the building cost).

2) Mark Stubberfield raised some concern regarding the additional workload on Rev Tim as a result of the merging of the two parishes. Rev Tim replied that there are some problems with personnel at St Martin's and the situation has not been helped by the many and varied problems afflicting his assistant ordinand Nick, who is persevering as best he can.

3) Nikki Firth asked about the availability of other clergy within the diocese whenever Rev Trudy is unavailable. Rev Tim stated that the discount is helping with costs this year, but the parish share may go back up next year. In the absence of ordained ministers it would still be possible to conduct services of the word, but the parish needs to remember how important it would be to keep a good balance. Nikki Firth suggested asking for communion by extension may be a feasible possibility. The remark was made that simply asking would serve to keep the diocese aware that the parish will be having these problems. Mark Stubberfield made the point that the parish will almost certainly need to strive to keep the good work of the parish going as best we can. Rev Tim pointed out that a period of give and take is inevitable and that we need to keep in mind that there will be closures of some churches within this deanery.

4) Irene Abdulrazzak asked why the diocese contributes no funds towards the refurbishment work at Holy Cross. Rev Tim stated that the diocese may not have any funds that they are able to contribute. Mark Stubberfield made the point that the fundraising effort within the parish actually has a very positive effect because it not only raises our profile locally but also unites us in a common project that we all believe in.

AOB

None.

The date of the next APCM was proposed as Sunday 11th May 2025 and this will be confirmed by the PCC.

The meeting closed with prayer.

Vicar's report

Associate Priest's Report – Rev Trudy Arnold

This past year has continued to hold many joyful and fulfilling times for me as I have served God in this Parish as Associate Priest. God has remained at the centre of all that we do in this Parish and all that I do in His service; weddings, Baptisms, Messy Church, funerals, Sunday, weekday and other seasonal services, meeting people in times of joy and in times of despair, sorrow, and suffering.

I continue to meet with many couples enquiring about weddings, renewal of vows and Banns of Marriage. I also meet with families and adults regarding their Baptisms. Among these joyful celebrations this past year I have conducted 4 weddings and 22 Baptisms.

This year has also seen us host the Deanery Confirmation services. God has been calling many this year; 16 candidates from our two churches, which is amazing, so praise be to God! The Confirmation preparation classes went well; it was a privilege to lead them. The enthusiasm and thirst for growing in faith filled my heart immensely.

Messy Church continues to be great fun to be involved with – I embrace this form of Church as a way of teaching our young children and families about Jesus and our Christian faith. From this Church family we have had a wedding and several Baptisms.

Funeral ministry continues to be an immense privilege. Meeting with people at the saddest time, to arrange the funeral of their loved one, and to listen to the story of the deceased's life – the life that God created; to relate that God given life to the message of hope given to everyone in Jesus. In total this past year I conducted 6 funerals and 6 interments of ashes. Some of these were particularly poignant as they were of our own church family.

I continue to act as Bishop's Surrogate and the granting of emergency marriage licenses. As Bishop's Surrogate I had the privilege of working with a couple and securing their License. This took me in to the world of the travelling Circus which was most interesting!

The Eucharist remains central to my faith and spirituality; to preside at the Lord's Table continues to be an immense honour and privilege. I am grateful for the support of our LLM and Children & Families Worker supporting me in this. I value too the support and advice of many others – God has given each of us talents; to share these talents in His service is a wonderful thing to do.

There are many other things that as Associate Priest I do in serving our Lord; I know though, that many others give of their time in His service too, and for this I give thanks. One of the new ways God is using me is to visit the residents of Mundy House Care Home, offering prayers, communion and lots of singing. Again, I am very grateful to those who assist with this.

There will always be challenges – Jesus never said that to follow him and to serve would be easy! The biggest challenge for all of us has been adjusting to not having a full time Incumbent, and sharing Rev Tim Brampton as our Vicar in Plurality, with St Martin of Tours. I am grateful for all the support and encouragement received particularly from my colleagues, the PCC and from the congregations. I look forward to the coming year, still with my cup overflowing with thanks and positivity.

God remains the centre of all that I do and I give thanks that He continues to call me to serve Him here in this Parish of St Andrew's with Holy Cross. I give thanks for the people I minister to both inside and outside of the church building. I give thanks for the many gifts and talents he has given to all of us to work together for his Kingdom. I give thanks for all who support and encourage; thank you and God bless you.

Rev Trudy Arnold
Associate Priest

Electoral Roll – David Marshall, Electoral Roll Officer

A new Electoral Roll has been prepared in 2025.

There are now 75 people on the Electoral Roll, 33 of whom live outside the parish.

David Marshall
Electoral Roll Officer

Summary of PCC Business – David Marshall

During 2024 the PCC met on ten occasions. The meetings continue to be surrounded by prayer at the start and the end.

The main topics discussed were the future of our parish, following the appointment of Rev Tim Brampton as Vicar in Plurality of our two churches, in addition to his continuing role as Rector of St Martin's Church; Holy Cross refurbishment; parish share; the work of Christians against Poverty (CAP); Living in Love and Faith; lone working guidelines for all church staff; the sale of St Andrew's Vicarage by the Diocese of Chelmsford; and a proposed stewardship campaign for the summer of 2025.

The PCC receives reports at each meeting on safeguarding, fabric, finance, children and families' work, the food ministry and Ministry Team meetings.

We hope to encourage new people to join the PCC so that there is a wider representation of the congregations at both churches.

Thanks to Phil Horscroft for taking the minutes of the meetings until his departure in September. In Phil's absence, and since his departure, our Treasurer Mark Stubberfield has been taking the minutes. The search for a new PCC Secretary continues.

Deanery Synod Report

The Deanery Synod met four times in 2024. Meetings always start with refreshments, usually there is a speaker, a financial report and a roundup of news from the parishes. It is good to get together with others and learn from each other.

6th February - Christ Church, Billericay. The meeting looked at the uses for the Deanery website and planning for a Deanery plan using the consultants engaged by the funding from the Mission Opportunities Fund.

16th May - St Martin's Church, Basildon. This meeting had an interesting talk about why we have a parish share and how it is calculated. Also, one of the consultants spoke about how she had encouraged other churches to maximise their profile.

24th September - at St Chad's, Vange. The meeting centred on a talk from members of the Gregory Centre about church multiplication.

21st November - St John's, Outwood Common. Beccy Hills the Parish Giving Advisor gave a talk about maximising giving and income.

Please consider becoming a member of Deanery Synod as you learn a great deal about the Church of England and can have a say and influence decisions. Don't worry if you don't have transport, I am happy to give others a lift.

Churchwarden Reports - Anna Graham, Frances Graham and David Marshall

Holy Cross – Anna Graham & Frances Graham

The main event at Holy Cross during 2024 was the interior refurbishment, which resulted in the closure of the church for about 9 weeks. During this closure, joint services were held at St Andrew's Church. Thank you to everybody involved in clearing the church and helping to return all the items when the works were completed. This enabled the church to reopen in time for the busy Christmas period.

During the summer, a small group of volunteers met after the Wednesday Communion service to keep the memorial garden tidy. This also provided the opportunity to offer refreshments to people visiting the churchyard and families using the nearby playground.

The Community Payback team returned to help keep the churchyard tidy.

There was an inspection of all electrical items and equipment, which resulted in some minor repairs.

The memorial bench at the end of the church was damaged by vandalism; a big thank you to a local carpenter who carried out repairs free of charge.

The bell ringing mechanism was repaired, and the bell tower cleared.

Thank you to everybody who helped to keep Holy Cross running during 2024.

St Andrew's – David Marshall

The following works occurred during the year:

There was an inspection of all electrical items and equipment, which resulted in some minor repairs.

Following damage to the front door (probably due to vandalism), repairs were arranged, with most of the cost covered by insurance.

A chair in memory of Joyce & Tom Hancock, provided by their family, was installed in the foyer of the church. As a result, the prayer resources were moved into the main part of the church on a table near the noticeboard.

The leak in the skylight above the sanctuary area was finally repaired, and the damaged ceiling tiles were replaced.

The gas heaters were serviced. Unfortunately, one of the heaters in the hall could not be used during the winter of 24/25 due to a damaged valve. The engineer has been unable to obtain a replacement part because the heaters are now obsolete. We will need to consider alternative options for heating in the future.

The list of small maintenance tasks was updated, and a work morning was held.

Thank you to all members of the congregation who helped to keep St Andrew's running in 2024.

Safeguarding

Safeguarding is of upmost importance and is the responsibility of all in the parish, to ensure we are doing everything possible to keep everyone safe. Safeguarding is a regular item on the PCC agenda and the parish have adopted the house of Bishops, Promoting a safer church policy document. For further information on safeguarding, please see notice boards in either church, the website or contact me directly.

Nikki Firth
Parish Safeguarding Officer

Children and Families Report

They say find a job that you love, and you will never work a day in your life, and that is certainly how it feels to be Children & Families worker in this parish. It is a joy and a privilege to serve God and the community in this role.

There is so much that goes on, but none of this would be possible without the continued support of our amazing volunteers who give up their time to make so much happen, so a huge thank you to everyone who is involved in any way shape or form in our ministry to children & Families.

Joyful Noise

Joyful Noise is our free group for under 5's and their grown up's, we meet on Friday's during term time at St Andrews Church. We welcome between 6 and 20 children and their grown up's each week. It continues to flourish and most families that join us have been invited by a friend, we are regularly told how friendly and welcoming the group is. The session begins with play and finishes with story, song and prayer.

Messy Church

Messy Church continues to meet bi-monthly and throughout 2024 we saw many of or Joyful Noise families joining us. Messy Church is an informal and fun way for families to meet with God and explore faith.

Schools

We continue to have good relationships with the 4 schools in our parish – Whitmore Primary School and Nursery, The Willows Primary School and Nursery, Fairhouse Primary School and Nursery, Greensted.

I regularly attend the schools for assemblies and at Christmas children visit both Holy Cross and St Andrews for services.

Childminders

2024 was the first year that we hosted a Christingle Service for Under 5's and their childminders. Around 40 children attended, making their own Christingle and hearing the Nativity Story.

Baptisms

One of the key parts of my role is liaising with and supporting families seeking baptism. In 2024 there was 22 baptisms in the parish.

Please continue to pray for our ministry to Children and Families in this parish.

Nikki Firth
Children & Families Worker

Food Ministry Report 2024

Re:Store

Donations of food from our own congregation and other churches in Basildon, schools, Scout groups and Rainbows, have meant we have been able to meet our commitments. Money donated has been used when stocks run low with "Click and Collect" from local supermarkets. We currently pack around 20 parcels each week, a mixture of deliveries and collections. Some of our pick-up clients are also accessing the Café. The Wednesday evening Tesco pick up currently needs more volunteers. Thank you to all who donate and help with packing, delivering etc.

Café at St Andrew's

The Café continues for lunches on the 2nd and 4th Thursday of each month and is still proving popular. The Café also runs every Thursday from 9-10.30am for those collecting parcels and making use of the Community Cupboard. We would always welcome new volunteers this year and are always happy to have more as most of our "staff" are over 70.

Marion Marshall – for the Food Ministry Team

Music in the parish

We continue to enjoy the broad variety of music that having two such different buildings in the parish allows. Holy Cross is ideal for a more traditional style of music and our regular sung Sunday morning services with a wide selection of traditional hymns are led mostly from the Organ.

Anne's experience and energy has enabled us to continue with the monthly evensong services at Holy Cross. During the closure of Holy Cross for restoration two Evensong services were held in the sanctuary at St Andrew's. The service is one of the few regular evensongs in the area as evidenced by a regular attendee travelling from Southend (on the bus!) each month. The choir is supplemented by singers from St Mary's Langdon Hills and others who worship elsewhere on a Sunday morning.

The evensongs are preceded each month by various musical entertainment, again coordinated (and often accompanied) by Anne. There's something different each month, and in 2023 afternoons included performances by a local saxophone group, various selections of Anne's students, Guitar music from Richard Stokkereit, and music from Anna and Andrew Liddell.

The choir and Andrew Liddell also provided music for the Good Friday reflection from the Royal School of Church Music Last words of Love material.

On the non-evensong Sundays Holy Cross still resounds with music – there's a weekly choir practice but before that on many Sundays the orchestra practice both to provide items as part of the student concerts but most notably accompanying the Christmas Carol Service held at St Andrew's. Together with a children's choir, the choir also provided a performance of 'Bethlehem' by Paul Wigmore and John Barnard before the service of nine lessons and carols at St Andrew's at which the orchestra also played enthusiastically.

If you play an instrument or sing do talk to Anne if you'd like to be involved.

At St Andrew's the building lends itself to a more relaxed style of worship and the music used reflects that with a mixture of traditional hymns and more contemporary songs.

Thanks to all those who sang and played regularly in the music group at St Andrew's – to Cathy Crook, Val Rossiter, Brenda Smedley and Hayden Firth.

As well as all those who sing and play we also benefit greatly from the skills and experience of Richard and Ayo at the sound desk. Another key part of any music group these days is the projection of words for the congregation which Christine Pitt deals with so calmly and efficiently.

The music group is supported financially by the church through the Music Reproduction Licence, which allows us to copy music from hymn books and internet etc. for use in Services.

Our hope and prayer is always that we might make it easy for the whole congregation to join in with worship, so we hope that much of the music is well-known and "singable". It is good to be learning some of the new music that is being written within the world-wide church, so we do try to introduce new songs from time to time. You may hear some of these appearing before the service sometimes to get you used to them!

Anyone who would like to sing or play is very welcome to join us at our practices on Saturday mornings at 9:30am in St Andrew's, whether or not you feel you want to be 'up the front' on a Sunday morning. On the other hand, looking after the song projection, or maybe even the sound desk, may be more your thing – and just as valuable. Please do contact Mark if you'd like to be involved in any way!

Finance report and Annual Accounts

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956). The PCC is a registered charity. Charity number 1201526.

The method of appointment of PCC members is set out in the Church Representation Rules (1969). All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. PCC members are elected for a three-year term after which they may stand for re-election.

Objectives and activities

The PCC has the responsibility of cooperating with the incumbent, Rev Tim Brampton, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Summary of main activities

- acts of public worship open to all
- provision of sacred space for personal reflection and contemplation
- pastoral work, including visiting the sick and bereaved
- teaching Christianity through sermons, courses and small groups
- provision of facilities for local community use

Financial review

Financially the core of the PCC's ongoing income is the planned giving via Gift Aid and the free-will offering envelope scheme. Giving from these sources and general collections (without tax refunds) was £41,232, which is a little less than received in 2023. It is only by the faithfulness and generosity of the congregation that we can ensure that God's work in the parish will continue to grow.

Members of the congregation are encouraged to plan their giving, either with the envelope scheme, or by the use of a bank standing order. For those who are taxpayers, the Gift Aid scheme also allows the PCC to reclaim tax on donations, whether regular or one-off.

Payments of £7,843 were gratefully received from HMRC under the Gift Aid scheme. This income included £1,763 from the GASDS (Gift Aid Small Donations Scheme) which allows tax refunds to be claimed on certain loose offerings to the church.

The PCC receives fees for weddings and funerals at both churches. This totalled £2,338 during 2024.

The PCC also receives some income from groups using St Andrew's. This amounted to £8,432 during 2024, a reduction from 2023. Regular users included a Dance group, Brownie and Rainbows groups, a church group from the Asian Orthodox Christian community and Basildon Gamblers Anonymous.

As ever the major expenditure through the year has been the parish share contribution to the diocese. The contribution in 2024 was less than in 2023 reflecting the plurality agreement whereby the parish 'shares' a stipendiary incumbent with St Martin's parish, so was a total of £26,646. This was paid in full. Our 2025 parish share target will be £28,634, an increase of 7.5%.

As well as £550 from Christmas service collection given to the Children's Society, the PCC made gifts of £401 to each of TEARfund, Open Doors, Changing Pathways and The Basildon Emergency Night Shelter and a gift of £802 to the Basildon CAP debt centre.

Fundraising continued towards the work to address issues with the interior of Holy Cross Church, amounting to £9,083 through 2024. The work was finally completed in November 2024. This fundraising is accounted for in the Holy Cross Restoration fund. The PCC gratefully received grants from The Benefact Trust (£2,650), the FSJ Charities Trust (£3,000) and the Listed Places of Worship scheme (£5,809). A promised grant of £5,000 from the friends of Essex Churches Trust was to be received at the end of the year.

The ReStore Food Ministry continued through the year, reflecting the ongoing needs in the community. A number of generous financial donations were made during 2024 to ensure that it was always possible to top up the donations of food from Tesco, Nando's and other sources under the FareShare scheme and the continuing donations of food items from members of the congregations in our parish and from other churches.

Donations to ReStore are accounted for in a restricted Food Ministry fund. At the end of 2024 this fund stood at £2,365.

The parish was heavily involved in setting up the Basildon Christians Against Poverty Debt Centre. In the 10 years that the Basildon Centre has been operating over 100 clients have become debt-free with over £1.6million of debt addressed. To ensure the future of the debt centre and to ease the funding of its work, it was agreed during the year to combine the Basildon Debt Centre with the neighbouring centre in Brentwood to form a joint centre with a single debt centre manager. This allows for more flexible use of the centre manager's time and improved administrative and pastoral support from the lead church which is now the Sawyers Church in Brentwood. The moneys held in the Basildon Debt Centre fund within the PCC's accounts have been transferred to the new joint centre and the debt centre fund closed. The parish will continue to support the work of the joint centre through a partnership agreement.

The costs of our Children and Families Worker were initially met by a grant from the diocese. This funding is now complete. In 2024 the costs were met from our General Fund. This is financially possible because of the reduction in Parish Share.

Honoraria were paid directly from wedding and funeral fees received, and to various members of the congregation for verger duties at funerals.

Reserves Policy

The PCC has two funds set aside as reserve funds. The Buildings Fund is specifically for major works on both buildings, and the Development Fund for activities related to growth within the parish. These funds are seen as first steps towards planning financially for the future of the parish.

During 2024 a transfer of £1,500 from the general funds was made to the buildings fund as budgeted. A temporary transfer of £5,000 was made to the Holy Cross Restoration fund from the buildings fund pending the receipt of the Friends of Essex Churches Trust grant. At the end of 2024 the Buildings Fund stood at £733.

The PCC also transferred £1500 into the Development Fund. At the end of 2024 this fund stood at £10,914.

Administrative Information

The Parish of St Andrew with Holy Cross has two centres of worship providing ministry to a parish of mixed housing in the New Town of Basildon. Holy Cross church is a 13th Century building set in a churchyard in the North of the parish. St Andrew's is a 1950's dual purpose building in the South of the parish. The parish is part of the Diocese of Chelmsford within the Church of England. The address for correspondence is:

St Andrew's Church,
1, The Fremnells,
Basildon
SS14 2QX.

PCC members who have served from 1st January 2024 until the date of the report are:

Incumbent:	The Reverend Tim Brampton	
Associate Priest	The Reverend Trudy Arnold	
Curate	The Reverend Karen White (until September 2024)	
Licensed Ministers:		
	Mr P Horscroft	Licensed Lay Minister (until September 2024)
	Mrs B Smedley	Licensed Lay Minister
	Mrs J Lovell	Licensed Pastoral Assistant
	Mr R Sanders	Licensed Pastoral Assistant
Holy Cross Wardens:	Mrs F Graham	
	Mrs A Graham	
St Andrew's Wardens:	Mr D Marshall	
Representatives on Deanery Synod:		
	Mrs M Marshall	
Elected members:	Ms E Lamb	
	Mrs A Liddell	
	Mr M Stubberfield	
	Mrs V Tomlinson	
PCC Secretary:	*Vacant*	
PCC Treasurer:	Mr M Stubberfield	
Independent Examiner:	Michael Letch & Partners LLP Accountants 146 High Street Billericay Essex CM12 9DF	

Approved by order of the Parochial Church Council (Trustees) on 10th February 2025 and signed on its behalf by:

Rev Tim Brampton (Vicar)

Independent Examiner's Report to the Members / Trustees of The PCC of St Andrew with Holy Cross, Basildon

Independent Examiner's Report to the Trustees of the PCC of St Andrew with Holy Cross, Basildon

We report to the Charity Members / Trustees on our examination of the accounts of the PCC of St Andrew with Holy Cross, Basildon (the Trust) for the year ended 31 December 2024.

Responsibilities and basis of report

As the Charity Members / Trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

We report in respect of our examination of the Trust's accounts carried out under section 145 of the Act and in carrying out our examination we have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

We confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Michael Letch & Partners LLP
Accountants
146 High Street
Billericay
Essex
CM12 9DF

Date: 8/4/25

General Funds Receipts and payments account as at 31 December, 2024

RECEIPTS	2024	*2023*
	£	*£*
Voluntary Income		
Planned giving		
Net Payments under Gift Aid	20,227.32	22,011.90
Tax Refund	7,842.98	7,168.63
Non GA planned/CAF/GAYE etc.	10,803.24	10,407.12
Other Giving		
General Collections & Boxes	9,255.11	7,838.17
Sundry Donations	580.90	1,379.69
Donations 'at the tea hatch'	365.51	303.54
Flower donations	-	-
	49,075.06	***49,109.05***
Activities for generating funds		
Hall Donations	8,432.50	*9,580.00*
Various sales etc.(see also specific funds)	-	-
	8,432.50	***9,580.00***
Income from church activities		
Fees Received by PCC		
Weddings/Banns	1,527.00	*1,051.00*
Funerals	811.28	*2,227.94*
Income from Outreach events	-	-
Youth and Children's Work	459.83	638.46
Food ministries	2,055.71	2,424.40
Administration/Bookstall	-	-
	4,853.82	**6,341.80**
Income from Investment		
Current Account interest	-	-
CBofF deposit a/c interest (shown in other funds)		
Other Receipts		
Fees received refunded	-	*41.00*
Interregnum Payment from Diocese	-	-
Diocese contribution to Assoc. Priest Milage	464.40	*499.50*
Leaving Gift	-	*490.00*
Mission Opportunities Fund Grant (CFW)	-	*8,000.00*
Winter warmth grant	-	*500.00*
Energy Cost Grant	-	*4,560.00*
	464.40	***14,090.50***
Totals	**62,825.78**	**79,121.35**
Fund at 1st Jan 2024 (2023)	5,437.36	5,485.14
Excess of Receipts over payments	834.31	*12,485.22*
Transfer to Holy Cross Project	-	-
Transfer to Food Ministries fund	-	-
Transfer from FMin for free meals	435.00	667.00
Transfer to development fund	- 1,500.00	- 1,500.00
Transfer to Buildings Fund	- 1,500.00	- 10,000.00
Transfer from Development Fund (CFW)	-	*6,300.00*
Transfer to Development Fund (CFW grant)	-	- *8,000.00*
Fund at 31 December, 2024 (2023)	**3,706.67**	***5,437.36***

PAYMENTS	2024	*2023*
	£	*£*
Church Activities		
PCC Giving		
Overseas mission	401.14	*197.50*
Relief agencies	401.14	*592.50*
Home Missions	1,604.56	*1,580.00*
Ministry		
Parish Share	26,645.88	*32,689.80*
Honoraria (not covered by fees)	60.00	*210.00*
Clergy Expenses	2,170.63	*2,302.97*
Children and Families Worker	11,390.35	*10,499.26*
	42,673.70	***48,072.03***
Church running expenses		
Buildings Running Costs (Heat, Light, Insurance etc.)	8,737.56	*8,083.48*
Minor Repairs & Tuning (Includes electrical Inspections)	3,422.67	707.28
Regular Sunday Services (inc flowers, refreshments.)	1,592.94	1,796.22
Mission/Outreach	108.39	592.90
Youth and Children's Work	366.83	486.72
Food ministries	2,550.05	3,735.02
Administration Costs (inc Photocopier, paper etc.)	2,360.09	2,425.42
	19,138.53	**17,827.04**
Cost of generating voluntary Income		
Free-will/GiftAid envelopes	132.24	*123.31*
Other Fundraising costs (CollecTin)	-	*28.80*
	132.24	***152.11***
Other Payments		
Fees Received refunded	-	-
Adjustment for fees not received	47.00	94.95
Leaving Gifts	-	490.00
	47.00	**584.95**
	61,991.47	***66,636.13***

Restricted and designated funds:

Buildings fund - restricted fund (was the 'Fabric' fund);
This fund represents money given/raised specifically for major repairs/purchases relating to either building.

	2024	*2023*		2024	*2023*
Voluntary Income			**Church Activities**		
Specific donations/fund-raising	1,855.00	1,249.58			
Christmas Bazaar	1,028.31	657.10		-	-
Summer fete (0.5 of proceeds)	285.63	309.06		-	-
Activities for generating funds					
			St. Andrew's		
Other Income			Door window repair	550.00	
Insurance claim - door window	300.00		Flat roof replacement		*17,200.00*
			Skylight and associated repairs		*4,960.00*
			Holy Cross		
			Fund-raising costs		
Income from Investment			Fund-raising expenses	151.80	*29.59*
Interest	62.37	78.29			
(from 0.04 of CBofF Deposit fund #1 interest)			Other	- 0.00	-
					-
	3,531.31	***2,294.03***		**701.80**	***22,189.59***
Excess of Receipts over payments	2,829.51	- 19,895.56			
	1st Jan 2023				
Fund at 1st Jan 2024	1,443.79	8,331.38			
Transfers					
from General Fund.	1,500.00	10,000.00			
to Holy Cross Project (in lieu of FoECTrust)	- 5,000.00				
from Holy Cross Project (LPW grant)	-	-			
From Development Fund (temp for roof)	-	3,000.00			
Fund at 31 December, 2024 (2023)	773.30	*1,435.82*			

Holy Cross Project
This fund represents money given/allocated specifically for intended redecoration and improvements at Holy Cross church.

	2024	*2023*		2024	*2023*
Voluntary Income			**Fund-raising costs**		
Specific donations/fund-raising	9,098.43	*7,402.51*	Fundraising Expenses	-	*53.32*
Summer fayre (0.5 of proceeds)	285.62	*309.07*			
FSJ Charities Grant	3,000.00				
Benefact trust Grant	2,650.00				
Friends of Essex Church trust (TBReceived)					
LPW grant (VAT)	5,808.85				
Activities for generating funds			**Refurbishment activities**		
			Contractors Invoices	34,997.80	
Income from Investment			Architect's fees (Interior work)		*2,280.00*
Interest	561.30	*201.28*	Other	212.76	
(from 0.36 of CBofF #1&2 a/c interest)					-
	21,404.20	***8,575.96***		**35,210.56**	***2,333.32***
Excess of Receipts over payments	- 13,806.36	6,242.64			
	1st Jan 2023	*8,212.72*			
Fund at 1st Jan 2024	14,455.36				
Transfers					
from General Fund.					
from buildings fund (in lieu of FoEC Trust gran	5,000.00	-			
		-			
Fund at 31 December, 2024 (2023)	5,649.00	*14,455.36*			

Holy Cross Churchyard

Since 1995 the PCC has received donations specifically for the upkeep of Holy Cross Churchyard. These donations form a restricted fund and are used only for funding maintenance to the churchyard.
With the closure of the Churchyard to new burials in the summer of 2002, the PCC agreed that funeral fees should no longer be designated to the churchyard fund.

Holy Cross Churchyard - restricted fund;

	2024	*2023*		2024	*2023*
Voluntary Income			**Church Activities**		
Specific donations	65.00	60.00	Churchyard Upkeep (HC)	38.97	*158.47*
GiftAid reclaim					
From PCC fees for plaques	1,120.72	632.06	Remembrance Wall/Plaques	949.77	*1,006.66*
Income from Investment					
Interest	46.77	28.75			
(from 0.03 of CBofF #1&2 a/c interest)					
	1,232.49	*720.81*		988.74	*1,165.13*
Excess of receipts over payments	243.75	- *444.32*			
1st Jan 2023		*1,639.62*			
Fund at 1st Jan 2024	1,195.30	*1,195.30*			
Fund at 31 December, 2024	1,439.05				

Food Ministries - restricted fund;
This fund represents money given/raised specifically for food ministries. It was set up in 2022 on receipt of BBW CVS grant.
Initial balance includes balance from Co-op grant received in 2021 and previous years balance from ReStore .

	2024	*2023*		2024	*2023*
Voluntary Income			**Expenditure**		
Specific donations/fund-raising					-
ReStore	1,006.93	767.88	ReStore Food purchases	248.24	*286.82*
Gift Aid reclaim			30% of spend on Kitchen equipment etc.	48.59	*599.97*
Activities for generating funds			**Fund-raising costs**		
Grants					
	-	-			
	-	-			
	-	-			
Income from Investment					
Interest	124.73	*40.26*			
(from 0.08 of CBofF #1&2 a/c interest)	**1,131.66**	**808.14**		**296.83**	**886.79**
Excess of Receipts over payments	834.83	- *78.65*			
1st Jan 2023		*2,711.58*			
Fund at 1st Jan 2024	1,965.93				
Transfer of remaining co-op grant					
Transfer of previous year's balance					
Transfer of complementary meals value	- 435.00	- *667.00*			
Fund at 31 December, (2024)	2,365.76	1,965.93			

Designated Funds :

Development Fund

The development fund is a designated fund, agreed by the PCC to set aside funds for parish development. For 2014 the PCC agreed to transfer £1500- from general funds into this fund. The intention is that this fund will provide resources for specific activities related to the mission and growth of the church.
This could be related to specific new facilities for the buildings or to fund equipment or assistance from outside the parish as part of new activities in mission and outreach.

	2024	*2023*
Voluntary Income		
Specific Donations	-	-
Interest	545.71	*155.27*
(from 0.35 of CBofF 1&2 a/c interest)		
Excess of receipts over payments	545.71	*155.27*
		8,513.24
Fund at 1st Jan 2024	8,868.51	
Transfer from General funds	1,500.00	1,500.00
Transfer from general Fund - CFW (grant)		*8,000.00*
Transfer to General Fund (Temp for CFW)		- *6,300.00*
Transfer to Buiildings fund (Temp for Roof)		- *3,000.00*
Fund at 31 December, 2024	10,914.22	*8,868.51*

	2024	*2023*
Church Activities		

Other funds controlled by the PCC

The PCC is responsible for two funds with investments held with the COIF charities Investment fund, both of which pay dividends into the current account at HSBC (Basildon Branch)

Bell Rope field (registered Charity 213547)

The Bell rope charity was set-up with the purpose of funding the purchase of bell ropes for the church in 1956 from the proceeds of the compulsory purchase of a field in Basildon.

Shares held (as at 31/12/2024):	702.25	at value of (p)	309.26		
			Total value (£) :	2,171.78	*2,113.39*
	2024	*2023*			
Income from Investment			**Church Activities**		
Dividends paid	61.59	*60.47*			
Interest from Deposit account (based on 0.05 of CBF1&2 a/c interest)	77.96	*23.00*			
	139.55	*83.47*		-	-
Excess of payments over Receipts	139.55	*83.47*			
1st Jan 2023		*1,349.17*			
Cash&Bank at 1st Jan 2024	1,432.64	*1,432.64*			
Fund at 31 December, 2024	1,572.19				

S L Gibbons

This fund was set up with the purpose of maintaining graves of the Gibbons family in Holy Cross Churchyard.

				2024	*2023*
Shares held (as at 31/12/2024):	186	at value of (p)	2029.33		
			Total value (£) :	3,774.55	*3,691.17*
	2024	*2023*			
Income from Investment			**Church Activities**		
Dividends paid	102.75	101.34	Maintenance of graves	-	-
Interest from Deposit account (based on 0.09 of CBF1&2 a/c interest)	140.32	40.26			
	243.07	*141.60*		-	-
Excess of receipts over Payments	243.07	*141.60*			
1st Jan 2023		*2,181.38*			
Fund at 1st Jan 2024	2,322.98	*2,322.98*			
Fund at 31 December, 2024	2,566.05				

Debt Centre

This fund represents the funds managed by the PCC on behalf of the CAP Debt Centre managed from within the church accounts.
At the end of 2024 the Basildon and Brentwood Debt centres were combined. This fund is now closed,
The balance of the fund was transferred to Sawyers Church in Brentwood who are the lead church for the new joint debt centre.

	2024	*2023*		2024	*2023*
Donations			**Running costs**		
Individual Donations	1,134.00	*1,330.64*	Phone/Office costs	962.93	*459.31*
GiftAid reclaim on Donations	135.00	*135.00*	Travel Expenses	931.23	*938.46*
Grant Income Methodist Church	-	-	Client Support	301.40	*509.05*
			Social Events etc.	-	*24.40*
Other Grant Income, payments from CAP	-	-			
Donations from Churches	1,306.28	1,162.11	Payments to CAP organisation	4,835.00	*7,200.00*
Income from Investment			Transfer to Sawyers Church - Joint Centre	6,197.54	
Interest from Deposit account (CBofF1&2) (based on 0.35 of CBF1&2 a/c interest)	443.26	*237.11*			
	3,018.54	2,864.86		13,228.10	9,131.22
Excess of receipts over Payments	- 10,209.56	- *6,266.36*			
1st Jan 2023		*16,475.92*			
Fund at 1st Jan 2024	10,209.56	*10,209.56*			
Fund at 31 December, 2024	-				

Notes to the Accounts :

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

2. The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities :
Movable church furnishings held by the church wardens on special trust for the PCC and which require a faculty for disposal.

3. The transfer of £800 from the general fund to CAP is not strictly expenditure, but as the restricted CAP fund is quite distinct this is shown as a payment for clarity.

The following items are not part of the receipts and payments account, but included for consistency with previous years' accounts.

That part of wedding and funeral fees paid in full as honoraria directly to verger, organist, choir, and that part of wedding and funeral fees paid directly to the diocese as 'assigned' clergy fees.

	2024	*2023*		2024	*2023*
Received for Honoraria	395.00	455.00	Honoraria paid	395.00	*525.00*
From 2023		70.00	*To be paid in 2025 (2024)*		
To be received in 2025			Paid in 2023		
Received for Clergy Fees	4,554.00	6,023.00	Assigned fees to the diocese/SSM	3,908.00	*6,703.67*
From 2023		492.00	To be paid in 2025 (2024)	440.00	
To be received in 2025(2024)	228.00	481.00	Paid in 2023	481.00	*343.33*
Fee not received/underpaid	47.00	51.00			
Received for Clergy Travel Expenses	187.00	156.00	Clergy Travel Expenses paid	148.00	*196.00*
From 2023			To be paid in 2025 (2024)	19.00	
To be received in 2025(2024)	20.00	40.00	Paid in 2023	40.00	
	5,431.00	***7,768.00***		**5,431.00**	***7,768.00***

Monies collected by the PCC on behalf of various charities (through boxes and special collections etc.) and paid directly to the charity.

	2024	*2023*		2024	*2023*
BENS	100.00	-	BENS	100.00	-
Lent Appeal	-	-	Bishop's Lent appeal	25.00	-
Shoeboxes (Joyful Noise)	29.85	-	Shoeboxes (Joyful Noise)	29.85	-
Bishop's Discretionary Fund (Licensing)	81.11	-	Bishop's Discretionary Fund (Licensing)	81.11	-
Children's Soc (Christmas Services/GASDS)	539.97	*506.36*	Children's Society	549.97	*496.36*
BBC Children in Need (Joyful Noise)	23.91	*35.00*	BBC Children in Need (Joyful Noise)	23.91	*35.00*
Friends of Essex Churches Trust R&S	508.50	-	Friends of Essex Churches R&S	508.50	
	1,283.34	***541.36***		**1,318.34**	***531.36***
			To be paid in 2025		
			Childrens Society donation not paid		*10.00*
From 2023 (Bishop's lent appeal GA Child Soc	35.00	25.00	*c/f From 2020 (Bishop's lent appeal GA)*		*25.00*
	1,318.34	***566.36***		***1,318.34***	***566.36***

Statement of Assets and liabilities as at 31 December, 2024

			31 December, 2024	*1st January 2024*
Monetary Assets				
Cash/Cheques			50.00	*206.44*
HSBC Treasurer's Account (40-09-17 71507036)			8,670.78	*5,484.95*
CBOF Deposit a/c (CB3022413)			18,029.72	*2,293.76*
(Transfer pending to CBOF deposit a/c)				*15,000.00*
CBOF Deposit a/c 2 (including CAP funds) (CB3022136)			2,626.74	*23,860.28*
Totals			**29,377.24**	***46,845.43***
To be received/Liabilities				
Fees to be paid to Diocese/received in advance/not received	-	211.00		
Acts435 sums received but not paid	-	180.00		
Total To be received/Liabilities	-	391.00	- 391.00	*486.00*
			28,986.24	***47,331.43***
Represented by :				
General Fund (Unrestricted)			3,706.67	5,437.36
Development Fund (Designated)			10,914.22	8,868.51
Buildings Fund (restricted)			773.30	1,443.79
Holy Cross Refurbishment Project (restricted)			5,649.00	14,455.36
Holy Cross Churchyard (restricted)			1,439.05	1,195.30
Food Ministries Fund (restricted)			2,365.76	1,965.93
Bell Rope field (restricted)			1,572.19	1,432.64
S L Gibbons (restricted)			2,566.05	2,322.98
Total Excluding Debt Centre			**28,986.24**	**37,121.87**
Debt Centre (restricted) - Fund Closed			-	*10,209.56*
Overall Total			**28,986.24**	**47,331.43**
Other Monetary Assets (General Fund)				
Investment Assets - as at 31 December, 2024				
COIF Charity funds				
Bell Rope Field (CO3058856)		2,171.78		
S L Gibbons Trust (CO3044345)		3,774.55	**5,946.33**	**5,804.94**
Held in Trust by Chelmsford			**1,074.21**	**1,020.07**
Diocesan BofF				
Total			**7,020.54**	***6,825.01***