St. Andrew • Holy Cross

The Parish of St Andrew with Holy Cross

(registered Charity 1201596)

Annual Parochial Church Meeting

Year Ending December 2025

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Meetings at St Andrew's Church, Basildon on Sunday 17th May 2026

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 25th May 2025
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 25th May 2025

Held at St Andrew's Church

Chair - Rev Jonathan Evens (Area Dean)

Present

Rev Trudy Arnold
Akinyemi Adebayo
Irene Abdulrazzak
Sattar Abdulrazzak
Barbara Bowhill
Ayodeji Fagbeyiro
Hayden Firth
Nikki Firth
Anna Graham
Frances Graham
Christine Hill
Emma Lamb
Christine Pitt
Richard Pitt
Adnan Javanmiri
Jenny Lovell
David Marshall
Marion Marshall
Fiona McCartney
John McCartney
Ike Onyedikam
Janet Savill
Val Rossiter
Mark Stubberfield *(Acting Secretary)*
Gloria Taylor

Apologies for absence

Cathy Crook
Anne Liddell
Anthony Mears
Val Mears
Richard Sanders
Brenda Smedley
Jackie Stubberfield
Vera Tomlinson

Annual Meeting of Parishioners

Election of Church Wardens

Holy Cross nominations:

Anna Graham – proposed Mark Stubberfield, seconded Jackie Fitzgerald

Frances Graham – proposed Vera Tomlinson, seconded Gladys Morgan

St Andrew's Nominations:

David Marshall - proposed Gloria Taylor, seconded Barbara Marsh.

There being no other nominations these three were elected.

Thanks were expressed for all that the churchwardens had done during the last year and their willingness to continue in the role. It was noted that there is a vacancy at St Andrew's for a second churchwarden. If anyone was unsure about what the role involved, they might consider shadowing one of the wardens during the year with a view to taking on the role in the future.

Annual Parochial Church Meeting (APCM)

Opening prayers were led by Rev Jonathan Evens.

Minutes of the last APCM meeting in May 2024 were accepted with no matters arising.

Election of PCC members

The following nominations had been received:

Lynn Lacey – Proposed Jenny Lovell, seconded Val Rossiter

Ike Onyedikam – Proposed Mark Stubberfield, seconded Richard Pitt

Mark Stubberfield – Proposed Marion Marshall, seconded Gloria Taylor

Gloria Taylor – Proposed Marion Marshall, seconded Barbara Marsh

As there were up to 7 vacancies for elected PCC members, these 4 were appointed without a vote.

Thanks were expressed to those standing down from the PCC (Anne Liddell) and to all those remaining as members and taking up the role for this coming year.

It was noted that additional members could be appointed at a later date.

There is a vacancy for a Deanery Synod representative, but no nominations had been received. Rev Jonathan encouraged people to consider taking on this role as it is a good opportunity to become more aware of what God is doing through the deanery and in the wider church. Anyone who would like to attend a meeting to see what goes on is welcome.

Annual reports

Annual Reports were submitted in writing prior to the meeting. The report is available on our web-site at https://standrewholycross.org/about-us/annual-report-book/

Associate Priest – Rev Trudy was thanked for all her work in the parish through the year.

Electoral Roll – Thanks to David for the work to completely revise the roll this year. It was noted that people could be added to the roll through the year.

PCC Report – Thanks to all who have served on the PCC. It was noted that we are still seeking a PCC secretary.

Deanery Synod – Thanks to Marion for representing us at Deanery Synod.

Churchwardens' report – Thanks were again expressed to the churchwardens for all their work through the year.

Safeguarding and Children and Families – Thanks to Nikki for her work in both these roles. Nikki also expressed thanks to all those who work with her as part of the Messy Church and Joyful Noise teams and in other children and families' events.

It was noted that Nikki would be moving on from the middle of 2026 as she proceeds to ordination, so we will be looking to others to continue her ministry with children and families and to take on the Parish Safeguarding Officer role (which should become somewhat easier with the introduction of the Safeguarding dashboard).

Food Ministry – It was noted how important the food ministry is to our ministry and in particular how we connect with the community. Thanks again to all who are involved in this work.

Music – Thanks were expressed to Anne and all those who contribute to the music at both churches.

Finance

The treasurer highlighted a few key points from the report:

- The work done at Holy Cross, enabled by much hard work in fundraising from those in both churches, and grant support from the Friends of Essex Churches trust, the Benefact Trust and the FSJ Charities. The cost of the internal work part of the project completed in 2024 was £35,000.
- The reduction in our parish share paid to the diocese because of the limited stipendiary clergy allocation allowed ongoing funding of the children and families work.
- The generous giving from many members of the congregation allows us to pay our bills and continue our ministry to our community. It was noted that we plan to give the opportunity later in the year for us all to review and pray about our giving, both financially and in terms of our time and talents.
- The parish has been involved in the Basildon CAP debt centre since it was set up by John Shaw more than 10 years ago. To ensure the long-term sustainability of the debt centre the decision was taken during 2024 to combine the Basildon and Brentwood debt centres together as one joint centre. The lead church for the joint centre is Sawyers Church in Brentwood and accordingly the debt centre fund within our accounts has been closed with the balance transferred to the new joint centre.

Formal Acceptance of the report: proposed Mark Stubberfield, seconded Anna Graham.

Comments on the reports

It was encouraging to see that with a number of new families joining the congregations at both churches that there is a good range of ages and backgrounds represented in our worship. We pray that God will continue to help us grow in numbers and maturity.

AOB

None.

The **date of the next APCM** was proposed as a Sunday in May 2026, ideally avoiding Bank Holiday weekends and to be confirmed by the PCC.

The **Next PCC meeting** is on Monday 9th June at 7:30pm at Holy Cross Church.

Thanks were expressed to Rev Jonathan Evens for coming to chair the meeting.

The meeting closed with prayer.

Associate Priest's Report – Rev Trudy Arnold

Following a meeting on 7 May 2025 involving the PCCs of St Andrew with Holy Cross and of St Martin of Tours, with the Rt Rev Adam Atkinson, Bishop of Bradwell, and Rev Sue Lucas, Archdeacon of Southend, I have been given the authority by Bishop Adam to act as focal Minister and Pastoral Lead for our parish, and the authority to act as such and in all matter that may fall to an Incumbent. This is the result of us being advised by the Bishop and Archdeacon, that we should behave as if the plurality order, which brought the two parishes of Basildon St Andrew's with Holy Cross and St Martin of Tours together, was no longer in place.

This has increased my workload and results in working on those days I shouldn't be. I am reminded though that although this may be challenging for us all, Jesus never said that to follow him and to serve would be easy! I continue to be most grateful for all the support and encouragement received particularly from the wardens, the PCC and from the congregations. As always, I look forward to the coming year, still with my cup overflowing with thanks and positivity.

Though funerals and weddings have decreased this past year, Baptisms have increased; 37 adults and children. It has been a joy to include Baptisms within our usual Sunday services at both churches as well as stand alone. We have had the joy of many of our own congregation being baptised and look forward to many being confirmed in October.

Through God's grace and with the power of the Holy Spirit clearly at work in our Parish, congregations at both St Andrew's and Holy Cross have increased significantly. Many of our seasonal services including Christmas and Easter were attended by greater numbers than in the past few years.

This past year has continued to hold many joyful and fulfilling times for me as I have served God in this Parish. 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. Our new monthly visit to Mundy House Care Home, offering prayers, communion and lots of singing. Again, I am very grateful to those who assist with this.

I continue to act as Bishop's Surrogate and the granting of emergency marriage licenses. Though licenses haven't been required this last year, I have dealt with several enquiries and give advice to both couple and fellow clergy.

I now serve on the Diocesan group specifically focused on Asylum Seekers and refugees. Although in its early stages, we give thanks to God for our mutual learning and support of those who seek safe refuge in this country.

I also serve on the Basildon Deanery Mission and Pastoral Committee, looking at Mission and pastoral needs and opportunities across the Deanery.

There are many other things that as Associate Priest and Focal Minister 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.

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. 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

In April 2025 there were 75 people on the roll, of whom 33 lived outside the Parish.

A further revision has taken place recently in preparation for the Annual meeting. Three names have been deleted and eight have been added, so at April 2026 there are 80 people on the roll, 33 of whom live outside the parish.

David Marshall - Electoral Roll Officer

Summary of PCC Business – David Marshall

During 2025 the PCC met on ten occasions.
The main issue discussed was the future of our parish. Following a meeting on 7 May 2025 involving the PCCs of St Andrew with Holy Cross and of St Martin of Tours, along with the Rt Rev Adam Atkinson, Bishop of Bradwell, and Rev Sue Lucas, Archdeacon of Southend, it was agreed that the parishes should behave as if the plurality order, which brought the two parishes together, was no longer in place. Rev Trudy Arnold has been given authority by Bishop Adam to act as Focal Minister and Pastoral Lead for our parish, and act as such in all other similar matters that may fall to an Incumbent.
Other major topics included the recruitment of a new Children and Families Worker to replace Nikki Firth when she leaves in June 2026 (Nikki's departure also means that the PCC must appoint a new Parish Safeguarding Officer), and ongoing issues with the churchyard at Holy Cross.
The PCC receives reports at each meeting on safeguarding, fabric, finance, children and families' work, food ministry and Ministry Team meetings.
We are keen to encourage new people to join the PCC so that there is a wider representation of the congregations at both churches.
Thanks to our Treasurer Mark Stubberfield, who has continued to take the minutes of the PCC meetings.
The search for a new PCC Secretary continues.

Deanery Synod Report

The Deanery Synod met four times in 2025. Meetings always start with refreshments, usually there is a speaker, a financial report and a roundup of news from the parishes plus a report from the General Synod from our representative. It is good to get together with others and learn from each other.

18th February – St Andrew's Wickford. The meeting fed back on the progress of the Deanery Plan following use of the consultants engaged by the funding from the Mission Opportunities Fund.

21st May - St Nicholas' Church, Laindon. The speaker was the new Archdeacon of Southend - The Venerable Dr Sue Lucas. This was an opportunity to meet her, learn about her background and plans for the Archdeaconry.

18th September – Holy Cross Church, Basildon. A chance to show off the newly refurbished interior and learn about the work of the Mothers' Union with the Diocesan President Maxine Paul.

20th November – Christ Church Billericay. A talk by Revd Alan Moss and Tim Haywood on Mission in new estates. This is relevant for most parishes as the number of new houses increases.

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 do not have transport, I am happy to give others a lift.

Marion Marshall – Deanery Synod Representative

Churchwarden Reports - Anna Graham, Frances Graham and David Marshall

Holy Cross – Anna Graham & Frances Graham

It has been a privilege to serve as your Churchwardens over the last year, and we are pleased to present this report on the life, fabric, and ministry of our church during 2025. The past 12 months have brought both challenges and encouragements, and we remain grateful for the dedication, generosity and faithfulness of our congregation and the wider community.

Fabric Report

The care of the church building continues to be a central part of our responsibilities, and this year has seen steady progress in maintaining and improving our historic fabric, especially following on from the renovations and refurbishments that took place last year.

Regular inspections have helped us address minor issues before they became larger concerns. Annual servicing of the fire safety equipment took place as scheduled. Regular internal cleaning and small-scale repairs have helped keep the building in good order for worship and community use.
Repairs to the porch gate were completed, the CD player was replaced, and a paper towel dispenser was installed in the toilet. A mirror was also placed on the back of the toilet door.

Churchyard Report

The churchyard remains a peaceful and well-cared-for place thanks to the consistent efforts of volunteers and the support of the local community. There were some complaints about Basildon Council not cutting the grass as often as required. Regular mowing and path clearing by some willing volunteers is now keeping the grounds much tidier and more welcoming. We continued to promote biodiversity, leaving selected areas unmown during the summer months.

Worship and Community Life

- Attendance at Sunday morning services has increased this year, and we are pleased to have welcomed several new faces.
- Monthly choral evensong services remain a joy for the small congregation that attend so faithfully. As one of the few in the area, we are pleased to welcome those from other church communities to worship with us.
- The hour of music (with refreshments!) before Choral Evensong offers a wide range of entertainment and provides a wonderful opportunity for sharing fellowship and strengthening community links.
- Monthly visits to Mundy House Care Home on a Wednesday morning provide another opportunity for outreach into the local community, and this is very well received by the staff and residents there. New faces are always welcome to join the existing small group that already do this so faithfully.
- Special services – including those during Holy Week, at Easter, and Christmas – were joyful occasions, with larger congregations seen at many of these services.
- There have been regular visits from local schools for a variety of services and educational visits throughout the academic year.

In addition to 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 amazing gift of life. In marriage services, public vows are exchanged with God's blessing, and through funeral services family and friends express their deep sorrow but also give thanks for the life which is now completed and commend the person into the gracious hands of God. During the year there were 17 baptisms, 3 weddings, 1 funeral, 1 burial and 10 burials of ashes carried out. Many thanks to Mark Stubberfield for his help with digging the required holes for the burial of ashes and attending these services.

Thanks and Acknowledgements

We wish to thank the many people for their contributions to the life of Holy Cross over the last year. At the risk of accidentally missing someone, we will not name names, but that is not to take away the tremendous gratitude we owe to so many folk who have made a real difference to Holy Cross over the last year. It is no exaggeration to say that God's Spirit has been at work in our church.

Above all, we thank Reverend Trudy for her pastoral care and ministry to us all, and to Reverend Carol Ball for covering Trudy's Sundays off and ensuring that we are able to share Holy Communion together each Sunday.

This past year has shown once again that our church is strengthened by the faith, hard work, and unity of its people. As we look forward to the coming year, may we continue to care for our church building, nurture our community, and grow together in faith and service.

Anna Graham and Frances Graham - Churchwardens, Holy Cross Church

St Andrew's – David Marshall

The following works occurred during the year:

Replacement of water heater in disabled toilet; repainting of water damaged walls in disabled toilet and corridor; reinstatement of emergency lights near all church doors; and repainting of front door and surround.

The car park lines were repainted, and the decision was made to use the field for car parking during the dryer summer months.

The Youth Club equipment was given to other churches.

Arrangements were made for equipment owned by the Basildon Emergency Night Shelter to be stored in the cupboards under the stage when the shelter is closed.

We have managed to survive another winter with only two heaters in the main hall. Unfortunately, the third heater cannot be used due to a damaged valve, and it is not possible to obtain a replacement part because the heaters are now obsolete. We will need to consider alternative options for heating in the future.

Thanks to everybody who has helped to keep St Andrew's running during 2025

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.

This year we have started to use the Church of England Safeguarding Dashboard, which is designed to simplify processes and give a clear visual status of safeguarding efforts to ensure safety and welfare of children & vulnerable adults. I am currently supporting the PCC to work through this, with the hope it will be in full use by the summer.

We will be looking for a new parish Safeguarding Officer in 2026, so please pray that we are able to find the right person for this role.

For further information on safeguarding, please see notice boards in either church, the website or contact me directly.

Nikki Firth

Parish Safeguarding Officer

March 2026

Children and Families Report

2025 was my 6th year as Children & Families Worker in the parish – this is amazing as the initial funding was for 2 years and I am thankful to God that I have been able to continue serving in this role which continues to be a joy and a privilege.

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-ups. We meet on Friday's during term time at St Andrews Church. We welcome between 6 and 20 children and their grown-ups 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 2025 we continued to see 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.

Highlights this year have been class visits to both churches, Christingle services in church and school, Whitmore choir performing at the Bazaar, generous donations to Restore from Harvest collections.

Under 5's Christingle

This year the under 5's Christingle service was open for childminders and Joyful Noise families. This was very successful and it seems there is a need for this service to continue. We also welcomed the Nursery behind Holy Cross into church for a short Christingle service for the first time.

Baptisms

One of the key parts of my role is liaising with and supporting families seeking baptism. In 2025 there were 20 baptisms and 2 celebrations of baptism in the parish.

Please continue to pray for our ministry to Children and Families in this parish, especially as we seek to find someone to lead this ministry when I leave in June 2026.

Nikki Firth - Children & Families Worker

Food Ministry Report 2025

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. We have regular and ad hoc money donated from individuals and another church which has meant we have been able to top up our store with a "Click and Collect" from local supermarkets when running low. We currently pack around 15 parcels each week, now all collections. Those who received deliveries have been signposted to other sources closer to them. This means we have been able to deploy our volunteers more efficiently. Our pick-up clients are also accessing the Café which is a valuable social opportunity. The Wednesday evening Tesco pick up currently needs more volunteers. Thank you to all who donate and help with packing and serving food.

Café at St Andrew's

The Café continues to serve lunches on the 2nd and 4th Thursday of each month and is still proving popular serving around 30 meals to customers plus the staff meals. The Café also runs every Thursday from 9-10.30am for those collecting parcels and making use of the Community Cupboard. New volunteers are always welcome as Richard and Christine Pitt are now concentrating on the planning and shopping and Janet Savill has hung up her apron after giving us sterling service; many thanks to Janet

and all who help. We would always welcome new volunteers and are happy to let potential volunteers have a go to see if it is the role for them.
Marion Marshall – for the Food Ministry Team

Music in the parish

We are blessed to have two church buildings in the parish with quite different atmosphere and acoustics. Holy Cross is ideal for a 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 have also enabled us to continue with the monthly evensong services at Holy Cross. The service remains one of the few regular evensongs in the area. 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 2025 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.

As well as the choir, the Holy Cross Orchestra continued to flourish through 2025. Now usually rehearsing at St Andrew's on Sunday afternoons it gives an opportunity for players of all ages to come together to make music. A particular highlight was accompanying the choir and congregation for the service of nine lessons and carols at St Andrew's, where a choir augmented by a some very able younger members also presented 'While Shepherds Watched' by Roger Jones.

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 David Adebayo 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 – it would be great to have more people involved!

The PCC of St Andrew with Holy Cross, Basildon
Report of the Members/Trustees
For the year ended 31st December 2025

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 £42,714 which is a small increase on that received in 2024. 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. During 2025 the Parish also registered with the Parish Giving Scheme.

Payments of £7,318 were gratefully received to the general fund from HMRC under the Gift Aid scheme. This income included £1,667 from the GASDS (Gift Aid Small Donations Scheme) which allows tax refunds to be claimed on certain loose offerings to the church. Additional Gift Aid monies were received on donations for specific purposes and accounted for in the appropriate restricted funds.

The PCC receives fees for weddings and funerals at both churches. This totalled £2,687 during 2025. Although there was less wedding income, this was offset by fees from an increased number of ashes interments and a burial in the churchyard.

The PCC also receives some income from groups using St Andrew's. This amounted to £8,112 during 2025, a small reduction from 2024. 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 which funds ministry across the whole diocese. The contribution requested in 2025 was 7.5% higher than in 2024. This still reflects the plurality agreement whereby the parish 'shares' a stipendiary incumbent with St Martin's parish, so was a total of £28,635. This was paid in full. Our 2026 parish share target will be £28,974, an increase of 1.2%.

As well as £687 from Christmas service collections given to the Children's Society, the PCC made gifts of £409 to each of Open Doors and Médecins Sans Frontières, and £818 to each of The Basildon Emergency Night Shelter and the Basildon and Brentwood CAP debt centre.

The PCC of St Andrew with Holy Cross, Basildon
Report of the Members/Trustees
For the year ended 31st December 2025

With the completion of the programme of work at Holy Cross, the specific Holy Cross Fund has been kept open to receive donations made specifically for the maintenance of Holy Cross church. At the end of 2025 this fund stood at £7,167.

Fundraising efforts during the year were accounted for in the Buildings Fund, which is used to fund repair work at either church. At the end of the year this fund stood at £13,902.

The ReStore Food Ministry continued through the year, reflecting the ongoing needs in the community. Financial donations from Manor Mission in Laindon and a number of individual donors ensured 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, schools and organisations.

These donations to ReStore are accounted for in a restricted Food Ministry Fund. At the end of 2025 this fund stood at £2,323.

The PCC is assisting Basildon Deanery with the payroll etc. tasks of employing a Deanery Mission Support Administrator to be employed on a short-term contract and funded from a Diocese Mission Opportunities Grant. The PCC was in receipt of that grant during 2025 which is accounted for in a new restricted fund. The Deanery Administrator will be employed from the start of 2026 and salary and expenses paid from this restricted fund.

The costs of our Children and Families Worker are met from our General Fund. This is financially possible because of the level of Parish Share reflecting the plurality order ministry arrangements.

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 2025 a transfer of £1,500 from the General Fund was made to the Buildings Fund as budgeted. A transfer of £5,000 was made from the Holy Cross Restoration Fund back to the Buildings Fund after the receipt of the Friends of Essex Churches Trust grant. At the end of 2025 the Buildings Fund stood at £13,902.

The PCC also transferred £1500 into the Development Fund. At the end of 2025 this fund stood at £12,727.

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:

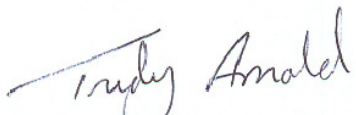
St Andrew's Church,
1, The Fremnells,
Basildon
SS14 2QX.

The PCC of St Andrew with Holy Cross, Basildon
Report of the Members/Trustees
For the year ended 31st December 2025

PCC members who have served from 1st January 2025 until the date of the report are:

Incumbent:	The Reverend Tim Brampton	
Associate Priest	The Reverend Trudy Arnold	
Licensed Ministers:		
	Mrs B Smedley	Licensed Lay Minister (until September 2025)
	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 (until May 2025)	
	Mr I Onyedikam (from May 2025)	
	Mrs L Lacey (from May 2025)	
	Mr M Stubberfield	
	Mrs G Taylor (from May 2025)	
	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 9th February 2026 and signed on its behalf by:



Rev Trudy Arnold (Associate Priest), Acting Chair of the PCC.

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 2025.

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

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

Date: 19.05.26

General Funds Receipts and payments account as at 31 December, 2025

RECEIPTS	2025	*2024*
	£	*£*
Voluntary Income		
Planned giving		
Net Payments under Gift Aid	19,703.90	20,227.32
Tax Refund	7,318.50	7,842.98
Non GA planned/CAF/GAYE etc.	10,089.82	10,803.24
Other Giving		
General Collections & Boxes	11,970.41	9,255.11
Sundry Donations	608.09	580.90
Donations 'at the tea hatch'	341.66	365.51
Flower donations	-	-
	50,032.38	***49,075.06***
Activities for generating funds		
Hall Donations	8,112.50	*8,432.50*
Various sales etc.(see also specific funds)	-	-
	8,112.50	***8,432.50***
Income from church activities		
Fees Received by PCC		
Weddings/Banns	866.00	*1,527.00*
Funerals	1,820.66	*811.28*
Income from Outreach events	20.00	-
Youth and Children's Work	397.25	459.83
Food ministries	2,440.80	2,055.71
Administration/Bookstall	-	-
	5,544.71	**4,853.82**
Income from Investment		
Current Account interest	-	-
CBofF deposit a/c interest	146.55	
Other Receipts		
Interregnum Payment from Diocese	-	-
Diocese contribution to Assoc. Priest Milage	172.80	*464.40*
Open reach Wayleave	172.40	-
	345.20	***464.40***
Totals	**64,181.34**	***62,825.78***
Fund at 1st Jan 2025 (2024)	3,706.67	5,437.36
Excess of Receipts over payments	1,047.54	*834.31*
Transfer from Food Min. for free meals	370.00	435.00
Transfer to development fund	- 1,500.00	- 1,500.00
Transfer to Buildings Fund	- 1,500.00	- 1,500.00
Fund at 31 December, 2025 (2024)	**2,124.21**	***3,706.67***

PAYMENTS	2025	*2024*
	£	*£*
Church Activities		
PCC Giving		
Overseas mission	409.02	*401.14*
Relief agencies	409.02	*401.14*
Home Missions	1,636.08	*1,604.56*
Ministry		
Parish Share	28,634.76	*26,645.88*
Honoraria (not covered by fees)	-	*60.00*
Clergy Expenses	2,605.35	*2,170.63*
Children and Families Worker	11,484.43	*11,390.35*
	45,178.66	***42,673.70***
Church running expenses		
Buildings Running Costs (Heat, Light, Insurance etc.)	8,028.21	*8,737.56*
Minor Repairs & Tuning (Includes electrical Inspections)	2,127.62	3,422.67
Regular Sunday Services (includes flowers, refreshments.)	1,393.11	1,592.94
Mission/Outreach	737.80	108.39
Youth and Children's Work	264.33	366.83
Food ministries	2,750.50	2,550.05
Administration Costs (includes Photocopier, paper etc.)	2,466.23	2,360.09
	17,767.80	**19,138.53**
Cost of generating voluntary Income		
Free-will/GiftAid envelopes	135.34	*132.24*
Other Fundraising costs (CollecTin)	-	-
	135.34	***132.24***
Other Payments		
Adjustment for fees not received	52.00	47.00
	52.00	**47.00**
	63,133.80	***61,991.47***

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.

	2025	*2024*		2025	*2024*
Voluntary Income			Church Activities		
Specific donations/fund-raising	4,680.82	1,855.00			
Christmas Bazaar	1,217.19	1,028.31		-	-
Summer fete (0.5 of proceeds)	642.06	285.63		-	-
Activities for generating funds					
Other Income			St. Andrew's		
Insurance claim - door window		300.00	Door window repair		*550.00*
			Flat roof replacement		
			Skylight and associated repairs		
			Holy Cross		
			Fund-raising costs		
Income from Investment			Fund-raising expenses	76.01	*151.80*
Interest	164.99	62.37			
			Other	-	- *0.00*
					-
	6,705.06	***3,531.31***		**76.01**	***701.80***
Excess of Receipts over payments	6,629.05	2,829.51			
	1st Jan 2024				
Fund at 1st Jan 2025	773.30	1,443.79			
Transfers					
from General Fund.	1,500.00	1,500.00			
to Holy Cross Project (in lieu of FoECTrust)		- 5,000.00			
from Holy Cross Project (FoECT grant rxed)	5,000.00	-			
Fund at 31 December, 2025 (2024)	13,902.35	*773.30*			

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

	2025	*2024*		2025	*2024*
Voluntary Income			Fund-raising costs		
Specific donations/fund-raising	2,182.49	*9,098.43*	Fundraising Expenses	-	-
Christmas Bazaar (0.5 of proceeds)	-	-	Christmas Bazaar		-
Summer fayre (0.5 of proceeds)	-	*285.62*			
FSJ Charities Grant		*3,000.00*			
Benefact trust Grant		*2,650.00*			
Friends of Essex Church trust	5,000.00				
LPW grant (VAT)		*5,808.85*			
Activities for generating funds			Refurbishment activities		
Income from Investment			Contractors Invoices		*34,997.80*
Interest	205.98	*561.30*	Architect's fees (Interior work)		
			Other - Porch Gate repair - CD player	870.00	*212.76*
					-
	7,388.47	***21,404.20***		**870.00**	***35,210.56***
Excess of Receipts over payments	6,518.47	- 13,806.36			
	1st Jan 2024	*14,455.36*			
Fund at 1st Jan 2025	5,649.00				
Transfers					
from General Fund.					
from buildings fund (in lieu of FoEC Trust grant)		*5,000.00*			
to buildings fund (FoECT grant rxed)	- 5,000.00	-			
Fund at 31 December, 2025 (2024)	7,167.47	*5,649.00*			

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;

	2025	*2024*		2025	*2024*
Voluntary Income			Church Activities		
Specific donations	60.00	65.00	Churchyard Upkeep (HC)	-	*38.97*
GiftAid reclaim					
From PCC fees for plaques	1,660.34	1,120.72	Remembrance Wall/Plaques	1,822.34	*949.77*
Income from Investment					
Interest	36.84	46.77			
	1,757.18	*1,232.49*		1,822.34	*988.74*
Excess of receipts over payments	- 65.16	*243.75*			
1st Jan 2024		*1,195.30*			
Fund at 1st Jan 2025	1,439.05	*1,439.05*			
Fund at 31 December, 2025	1,373.89				

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

	2025	*2024*		2025	*2024*
Voluntary Income			Expenditure		
Specific donations/fund-raising					-
ReStore	802.58	1,006.93	ReStore Food purchases	339.79	*248.24*
Gift Aid reclaim			30% of spend on Kitchen equipment etc.	199.83	*48.59*
Activities for generating funds			Fund-raising costs		
Grants					
	-	-			
	-	-			
	-	-			
Income from Investment					
Interest	64.32	*124.73*			
	866.90	**1,131.66**		**539.62**	**296.83**
Excess of Receipts over payments	327.28	*834.83*			
1st Jan 2024		*1,965.93*			
Fund at 1st Jan 2025	2,365.76				
Transfer of remaining co-op grant					
Transfer of previous year's balance					
Transfer of complementary meals value	- 370.00	- *435.00*			
Fund at 31 December, 2025 (2024)	2,323.04	2,365.76			

Deanery Administrator - restricted fund;
This fund represents money to fund a deanery mission support administrator, managed by the Area Dean.
The initial balance is from a diocesan Mission Opportunities Fund Grant. Administartor to be employed from the start of 2026.

	2025	*2024*		2025	*2024*
Voluntary Income			**Expenditure**		
Specific donations/fund-raising					
			Administrator Salary		
Activities for generating funds			**Fund-raising costs**		
Grants (Mission Opportunities Fund)	18,990.00				
	-	-			
	-	-			
	-	-			
Income from Investment					
Interest	95.72				
	19,085.72	**-**		**-**	**-**
Excess of Receipts over payments	19,085.72	-			
	1st Jan 2024				
Fund at 1st Jan 2025	-				
Fund at 31 December, 2025 (2024)	19,085.72	-			

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.

	2025	*2024*		2025	*2024*
Voluntary Income			**Church Activities**		
Specific Donations	-	-			
Interest	313.23	*545.71*			
Excess of receipts over payments	313.23	*545.71*			
		8,868.51			
Fund at 1st Jan 2025	10,914.22				
Transfer from General funds	1,500.00	1,500.00			
Transfer from general Fund - CFW (grant)					
Transfer to General Fund (Temp for CFW)					
Transfer to Buildings fund (Temp for Roof)					
Fund at 31 December, 2025	12,727.45	*10,914.22*			

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.

				2025	*2024*
Shares held (as at 31/12/2025):	702.25	at value of (p)	293.44		
			Total value (£) :	2,060.68	*2,113.39*

	2025	*2024*		2025	*2024*
Income from Investment			**Church Activities**		
Dividends paid	62.64	*61.59*			
Interest from Deposit account	44.19	*77.96*			
	106.83	*139.55*		-	-
Excess of payments over Receipts	106.83	*139.55*			
1st Jan 2024		*1,432.64*			
Cash&Bank at 1st Jan 2025	1,572.19	*1,572.19*			
Fund at 31 December, 2025	1,679.02				

S L Gibbons

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

				2025	*2024*
Shares held (as at 31/12/2025):	186	at value of (p)	1932.19		
			Total value (£) :	3,593.87	*3,691.17*

	2025	*2024*		2025	*2024*
Income from Investment			**Church Activities**		
Dividends paid	105.51	102.75	Maintenance of graves	-	-
Interest from Deposit account	72.02	140.32			
	177.53	*243.07*		-	-
Excess of receipts over Payments	177.53	*243.07*			
1st Jan 2024		*2,322.98*			
Fund at 1st Jan 2025	2,566.05	*2,566.05*			
Fund at 31 December, 2025	2,743.58				

Debt Centre

This fund represented the funds managed by the PCC on behalf of the CAP Debt Centre managed from within the church accounts. Funds were transferred to the new joint CAP Debt Centre at the end of 2024.

	2025	*2024*		2025	*2024*
Donations			**Running costs**		
Individual Donations		*1,134.00*	Phone/Office costs	-	*962.93*
GiftAid reclaim on Donations		*135.00*	Travel Expenses	-	*931.23*
Grant Income Methodist Church		-	Client Support	-	*301.40*
			Social Events etc.	-	-
Other Grant Income, payments from CAP		-			
Donations from Churches		1,306.28	Payments to CAP organisation	-	*4,835.00*
Income from Investment			Transfer to Sawyers Church - Joint Centre		*6,197.54*
Interest from Deposit account (CBofF1&2) (based on of CBF1&2 a/c interest)		*443.26*			
	-	3,018.54		-	13,228.10
Excess of receipts over Payments	-	- *10,209.56*			
1st Jan 2024		*10,209.56*			
Fund at 1st Jan 2025	-	-			
Fund at 31 December, 2025	-				

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.

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.

	2025	*2024*		2025	*2024*
Received for Honoraria	555.00	395.00	Honoraria paid	555.00	*395.00*
From 2024			*To be paid in 2026 (2025)*		
To be received in 2026			Paid in 2024		
Received for Clergy Fees	2,412.00	4,554.00	Assigned fees to the diocese/SSM	2,676.00	*3,908.00*
From 2024	440.00		To be paid in 2026 (2025)		*440.00*
To be received in 2026(2025)		228.00	Paid in 2024	228.00	*481.00*
Fee not received/underpaid	52.00	47.00			
Received for Clergy Travel Expenses	100.00	187.00	Clergy Travel Expenses paid	99.00	*148.00*
From 2024	19.00		To be paid in 2026 (2025)		*19.00*
To be received in 2026(2025)	-	20.00	Paid in 2024	20.00	*40.00*
	3,578.00	***5,431.00***		**3,578.00**	***5,431.00***

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

	2025	*2024*		2025	*2024*
Leprosy Mission	-	-	Leprosy Mission	-	-
BENS	50.00	*100.00*	BENS	50.00	*100.00*
Lent Appeal	-	-	Bishop's Lent appeal	-	*25.00*
Shoeboxes (Joyful Noise)		*29.85*	*Shoeboxes (Joyful Noise)*		*29.85*
St Luke's Hospice - Christmas Card etc.	76.00		St Luke's Hospice - Christmas Card	76.00	
Confirmation Collection (LMDC)	139.83	*81.11*	LMDC Charity	139.83	*81.11*
Children's Soc (Christmas Services/GASDS)	686.78	*539.97*	Children's Society	686.78	*549.97*
BBC Children in Need (Joyful Noise)	46.40	*23.91*	BBC Children in Need (Joyful Noise)	46.40	*23.91*
Friends of Essex Churches Trust R&S	662.50	*508.50*	Friends of Essex Churches R&S	662.50	*508.50*
CAP debt centre	590.75		CAP debt centre donations passed on	590.75	
	2,252.26	***1,283.34***		**2,252.26**	***1,318.34***
			To be paid in 2026		
From 2023 (Bishop's lent appeal GA Child Soc donation)		35.00			
	2,252.26	***1,318.34***		***2,252.26***	***1,318.34***

Statement of Accounts for the year ended 31st December 2025

Statement of Assets and liabilities as at 31 December, 2025

		31 December, 2025	*1st January 2025*
Monetary Assets			
Cash/Cheques		-	*50.00*
HSBC Treasurer's Account (40-09-17 71507036)		6,326.43	*8,670.78*
CBOF Deposit a/c (CB3022413)		53,936.57	*18,029.72*
CBOF Deposit a/c 2 (CB3022136)		2,863.73	*2,626.74*
Totals		**63,126.73**	***29,377.24***
To be received/Liabilities			
Fees to be paid to Diocese/received in advance/not received	-		
Charity donations (to be *received*/paid)	-		
Acts435 sums received but not paid	-		
Total To be received/Liabilities	-	-	- *391.00*
		63,126.73	***28,986.24***
Represented by :			
General Fund (Unrestricted)		2,124.21	3,706.67
Development Fund (Designated)		12,727.45	10,914.22
Buildings Fund (restricted)		13,902.35	773.30
Holy Cross Maintenance (restricted)		7,167.47	5,649.00
Holy Cross Churchyard (restricted)		1,373.89	1,439.05
Food Ministries Fund (restricted)		2,323.04	2,365.76
Deanery Adminstrator Fund		19,085.72	-
Bell Rope field (restricted)		1,679.02	1,572.19
S L Gibbons (restricted)		2,743.58	2,566.05
Total		**63,126.73**	**28,986.24**

Other Monetary Assets (General Fund)

Investment Assets - as at 31 December, 2025

COIF Charity funds			
Bell Rope Field (CO3058856)	2,060.68		
S L Gibbons Trust (CO3044345)	3,593.87	**5,654.55**	**5,946.33**
Held in Trust by Chelmsford Diocesan BofF		**1,122.82**	**1,074.21**
Total		**6,777.37**	***7,020.54***