

**DIOCESE OF CHELMSFORD**

**THE PARISH OF  
ST. JOHN THE  
EVANGELIST,  
MOULSHAM**



**ANNUAL REPORT AND  
ACCOUNTS 2022**





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## Churchwarden's Report

*“And we know that for those who love God all things work together for good, for those who are called according to his purpose” (Romans 8:28)*

As you know, this introduction to our annual report is usually written by our Priest-in-Charge, but for the last 8 months of 2022 we have been in vacancy. As I read the highlights of 2022 in this report, I am reminded of the quote of St Paul at the top of this page. I am also reminded that the church is not simply a building – it is the people who are the church, and the people of St John's are those I wish to give special thanks to in this report.

Firstly, my thanks to the PCC, my assistant wardens and to all our faithful church volunteers for the support you have given me as Churchwarden, and for keeping the church going this year through the many challenges we have faced. In her last service, you may remember that Revd Gemma had a “virtual rollercoaster” video as part of her service, describing the ups and downs of her and the church's ministry. Whatever our thoughts about a period of vacancy being one in which we “stand still”, that has not happened this year at St John's and Gemma's rollercoaster seems a very apt analogy for the year!

Our year started on a high with the official opening of JubiLatte, our community café, followed by a steep downward swoop when we learnt that Gemma was leaving us shortly after Easter, the winds battered some of our building and also the fear of war in Europe gripped us as Russia invaded Ukraine in February. This was followed by the high of gaining our Gold Eco Church award, the first parish church in Chelmsford diocese to reach those dizzy heights, and only the 25<sup>th</sup> in the UK. Then an up and down part of the rollercoaster as we opened our doors to offer hospitality and support to Ukrainian refugees and those hosting them. We celebrated the high of Her Majesty's Platinum Jubilee and then the low point of mourning the death of our Queen.

Throughout all of this year's journey, our wonderful service leaders and musicians have helped us to maintain a joyful and prayerful pattern of worship for the God who is always with us. Thank you so much for maintaining the rhythm of our lives throughout the ups and downs of this year. On this rock of all our worship – Messy Church, Wild Worship, BCP Communion Services, morning prayers, and Sunday services – we are building and growing our church.

May God walk with us into 2023, guiding us through the new year with the certainty of His love.

**William May**  
Churchwarden

**ST JOHN'S CHURCH MOULSHAM**  
**ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR**  
**THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

**Aims and Purposes**

Moulsham St John's Parochial Church Council (PCC) has the responsibility to co-operate with the Priest-in-Charge in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelistic, social and ecumenical and to oversee that during a period of interregnum. The PCC is also specifically responsible for the maintenance of the church of St John the Evangelist, Moulsham Street, Chelmsford and its Church Hall on Vicarage Road, Chelmsford.

In carrying out its work, the PCC works closely with partner churches in South West Chelmsford (St Luke's in Moulsham Lodge, St Michael's in Galleywood and St Mary's together with the Church of the Holy Spirit in Widford). St John's is also a member of the Deanery of Chelmsford.

**Objectives and Activities**

As a church, our mission statement is to be a demonstration of the love of Christ to one another and to express that love in the wider community of Moulsham. We summarise our vision statement as "Love, Grow, Serve".

One of the lessons from living with Covid-19, in its many variations, has been learning to be flexible and adaptable. Yes, we have an eye on our long-term goals, but we have to respond to the world and our community changing around us if we are to keep our vision statement grounded in reality.

At the start of the year, to take forward our vision the PCC had some immediate priorities in the New Year and these were :

1. To continue to develop our worshipping community, particularly through outside Wild Worship services, Messy Church and through digital services online as well as church services.
2. To open our interim community café, to the public, so that we could really engage with our community and respond to their needs.
3. To continue to engage with our architect, landscape architect, the Diocesan Advisory Committee (DAC) and the Chelmsford City Council in developing our major plans for our churchyard and the building, transforming St John's into a thriving community hub, with a strong worshipping community at its centre.

4. To continue to grow and develop as an Eco Church, and to apply for our Gold Eco Church Award early in 2022.

## **Achievements and Performance 2022**

With God's grace, we have achieved progress in all four of our start-of-the-year objectives. This is against a background of learning at the start of the year that Revd Gemma was leaving us after Easter and most of the year would therefore be spent in an uncertain period of vacancy. It is a tribute to her leadership as Priest-in-Charge that our vision to love, grow and serve is so embedded in our daily lives and worship, and that vision has kept us on course throughout this year. Thanks are due also to "the team" – the PCC and all our volunteers - which has kept the church not only going but growing during this year. We are especially grateful to Revd Jean, Revd Suzanne and Revd Jo, and our lay leaders Rex, Stephen and Claire, who have all stepped up to lead our services and courses throughout the year.

Covid-19 has remained with us; some online services have continued alongside in-church services for all or much of the year; we celebrated the Platinum Jubilee of Her Majesty the Queen and mourned her death so shortly afterwards; and on 24<sup>th</sup> February Russia invaded Ukraine and some 250 Ukrainian refugee families arrived in Chelmsford to be hosted by local families.

Against that background, let's take a look at some of the highlights of 2022.

In **January**, our interim community café – JubiLatte – opened to the public after a month or so of testing barista style coffees and other products by customers from the congregation (definitely not a hardship!). Throughout the year, the café has gone from strength to strength, with increasing numbers of people joining us on Mondays and Thursdays. It has been a particular joy to welcome so many young families, many of whom also attend our Friday Tots and Tinies session. This month at JubiLatte we started a 5 session Bridge for Beginners class – with much laughter and some progress!

Finally at the end of the month, we were able to hold our annual RSPB Big Garden Bird Watch back in the churchyard instead of only in our own gardens.

Morning prayers and Sunday Services continued to be online as well as in church, and Wild Worship in the churchyard continued to be appreciated by all.

In **February** after Candlemas, the Knitvity (our life-sized knitted nativity set) was packed carefully away for another year. As a church family our hearts and prayers were with Jeanette as we gathered to pay our respects before Harold's funeral – may he rest in peace and rise in glory.

Messy Church focused on the story of David and Jonathan, and how David looked after Jonathan's son. Medals were made to thank people for what they had done for

others. A craft group started in the café, and a Bingo session took place which lots of Moulsham neighbours turned up to and enjoyed with us.

We also had much fun planting crocuses and hyacinth bulbs donated by a couple getting married in the church. Eco fun for all!

Significantly, on 24<sup>th</sup> February 2022 Russia invaded Ukraine, provoking fears about the possibility of war escalating in Europe.

In **March** we had an excellent Lent course called “Finding A Voice”, based on the film of The King’s Speech. Our Lent appeal was for the UNHCR for the crisis in Ukraine, and on 15<sup>th</sup> March we opened the church for a Vigil for Ukraine.

The DAC (Diocesan Advisory Committee) visited us that month to learn more about our major development programme. The plans were described by the DAC as “well thought through, exciting and rational.” It certainly gave us confidence to continue working on this for the rest of the year.

As part of our work as an Eco Church, we held a successful swishing event (clothes swaps), as well as our monthly Wild Worship session and celebrating Earth Hour in the churchyard. Our assessment visit by ARocha’s Eco Church team resulted in the news at the end of the month that we were being awarded Gold Eco Church! We were only the 25<sup>th</sup> church in the UK and the first parish church in Chelmsford Diocese to achieve that. As Gemma wrote at the time, “The Eco Church journey has been transformational for St John’s; it’s enabled us to reconnect with our vision to love God and His world. When we work in harmony with God, blessings flow, and St John’s has flourished, despite the challenges of the last two years.”

We also saw the welcome return of Moulsham Junior School for the first time since the Covid pandemic, starting to hold a moving Easter production.

In **April**, we started the month with a flurry of activity, as we were asked for photo shoots, press releases and radio interviews about Eco Church award, and we were contacted by lots of other churches on the journey – we could see the value, but were glad when it calmed down a bit!

Many of our church family joined the Unlock Walk in London, and some of those who missed it, did the walk later in the year. A particular joy was finding people could stay at a church B&B – they have had return visits from some of St John’s family!

We shared a moving agape meal on Maundy Thursday and our Easter Day dawn service was held at St Luke’s followed by a wonderful cooked breakfast.

And who can forget Gemma’s last service on 24<sup>th</sup> April, complete with a virtual reality roller coaster ride as well as the joyous admission of children to Holy Communion? What a blessing we had in her ministry! So much of the conversation at the shared

lunch that followed was of creative moments we have loved in her services. Dressing up as a Christingle orange, and of course the “Transformation Machine” with a live chicken miraculously laying eggs in church. It was with huge sadness that we said our goodbyes, but also delight that Gemma and the family were headed to a new life “walking in tune with nature”. Knowing Gemma, that won’t all be peace and tranquillity, but we all wish her much joy and happiness.

**May** was the month we started our Monday evening weekly drop-in sessions for Ukrainian guests and their hosts. We set out to provide a safe space where people could meet and offer mutual support – and where Ukrainians could talk in their own language instead of struggling all the time with English. It soon became apparent that hosts were on a steep learning curve, with very little information to help them in their task of integrating Ukrainians into our society. We started to produce an information leaflet, updating it each week initially, and other agencies started to include it on their websites. Sometimes we had as many as 50 people a week visiting us for tea, cake and information. It has been an enormous privilege to be able to help, and to meet a lot of amazing people, both Ukrainian and their English hosts. A grant from the Church Urban Fund and a donation from Chelmsford Mildmay Rotary Club enabled us to continue weekly drop-ins throughout the year and into 2023.

The month also saw a plant and cake sale in aid of Bateman’s Trust and Ukraine. Drinks and donuts raised money for Christian Aid, and some of our eco warriors joined in the Big Plastic Count which was taking place in May.

Our Annual Meeting saw Jacky standing down as Churchwarden and Will taking up the post. We are very grateful to them both, and to those serving on the PCC during the vacancy.

We also started a formal consultation on the church major development plans in May, and were so delighted that 88 per cent of respondents were pleased with the proposals, enabling the PCC to move forward.

In **June**, along with the rest of the nation, we celebrated the Queen’s Platinum Jubilee, joining the national bell ringing on 3<sup>rd</sup> June and having afternoon tea at the church the next day – with a surprise appearance of “the queen” (thank you Shirley-Anne – you were brilliant!). We were also delighted to welcome Chelmsford College for their awards ceremony this year.

In **July** we were so pleased to welcome St Anne’s School to their prize giving ceremony. Some of us attended a spirituality day on an eco theme at St Michael’s, the final bits of asbestos were moved from the boiler house, paving the way for its demolition prior to landscaping the churchyard.

The best bit of July was when Christine, Aashish and Graham were confirmed in a wonderful service at the Church of the Ascension. Such joy!



In **August**, a scratch choir of Ukrainian guests formed a choir to practise the songs they later sang at our Ukrainian Independence Day Service for Peace on 24<sup>th</sup> August, 6 months to the day from the invasion. It was a very moving, bi-lingual service in a packed church, and our thanks go to Revd Canon Andy Griffiths and Anastasiia for leading and preaching, to Iryna and the choir for really uplifting singing, to Masha for her piano piece, to Nadiya for reading, and to Yulia for translating the liturgy into Ukrainian.

**September** was a challenging month. Starting with the DEC appeal for the terrible floods in Pakistan and followed by the death of Her Majesty Queen Elizabeth II. We were privileged to open a book of condolence for Old Moulsham and to open the church for private prayer. In our final post-Covid live streaming of morning prayers on 9<sup>th</sup> September, the sense of “the end of an era” was very real, as for so many of us, the Queen was the only monarch we had known in our lifetime. May she rest in peace after her lifetime of service, and rise in glory.

Towards the end of the month we were pleased to welcome Archdeacon Elizabeth to lead a Green Communion at St John’s and to wish her well in her retirement.

In **October** we held our Harvest Festival and were pleased to deliver a large amount of food donations to the Foodbank, as the crisis in the cost of living was starting to bite and Foodbank demand is rising. Scrabble sessions started at JubiLatte, Jacky organised another ramble with our partner churches in South West Chelmsford, and we celebrated All Hallows Eve by giving out gallons of hot chocolate to passers-by! Our thanks to Karen for another very enjoyable “at home” session this month.

In **November**, our All Souls and Remembrance services were well attended. As ever, our Scouts, Cubs and Beavers were a really valued presence (thank you Claire for your amazing leadership). We undertook our second annual environmental lifestyle survey as a church. We joined others in ringing the bells ahead of COP27 and prayed that action will be taken on climate change. We also supported a quiz night for The Batemans Trust in the church hall (thank you Glynis) and started our Advent meditations.

Thanks to a grant from Essex County Council and a donation from Gadsby Wicks, we were able to extend the remit of JubiLatte to offer warm spaces to people, with vouchers for “winter warmers” enabling them to have free hot drinks and snacks.

We also held a very successful Advent bazaar – lots of our local community came along and it was lovely to welcome them to the church.

And our knitted Posada (thank you Jean) also visited the bazaar and set off on its advent journey around the community! What a journey that was! Several visits to JubiLatte where they were always greeted with cake and a far-fetched explanation of why they supported Argentina in the World Cup (Angel di Maria on their side!)

together with theatre trips, visits to the Orchards and meeting guinea pigs. Great fun for all, with candlelit prayers for the quiet times in our homes.

**December** was, as ever, a busy month! We were delighted to have the organ handed back after partial restoration. St Anne's held a Christingle service in the church and this was followed a week later by our own ever popular Christingle service. Moulsham Junior School also returned to hold their Christmas Services at church for Year 3 and Year 5 pupils with their parents and carers. Our lifesize "Knitivity" (knitted in the first lockdown) took its place once again. Our Crib Service (joint with Christ Church URC) was enjoyed by all in a church that was full.

Our Carol Service on 18<sup>th</sup> December was an absolute joy, as Rovin introduced his keyboard and wrote a special Tamil carol which the Singers taught to us all. Iryna also brought the Ukrainian singers along to sing the Bell Carol and another traditional Ukrainian song. We had community carols at JubiLatte and the Singers visited Cherrywood Grange to sing carols.

Our Midnight Mass and Christmas Day services were both well attended. It was a real privilege to start Christmas with Bishop Guli celebrating Midnight Mass.

2022 has once again seen great support from our singers and musicians – thank you to all of you for enhancing our worship. In particular, we are grateful for the ever-growing Windy Strings – Rovin on keyboard and Louis on electric guitar have been great additions!

In 2022, our clergy conducted 10 baptisms, 2 weddings and 10 funerals.

It seems a fitting end to 2022 to recall Gemma's words, "When we work in harmony with God, blessings flow." The fact that, against all the odds, St John's has continued to flourish after the pandemic, seems a good sign that our church family is working in harmony with God. Our special thanks to all our worship leaders who have enabled us to continue to grow and develop spiritually as a church family. And a very special "thank you" to those behind-the-scenes volunteers who do the quiet, often unseen work that sustains the life of the church. You are a true blessing to us all.

### **Supporting Charities.**

As part of our discipleship, we have always recognised the importance of supporting organisations working to support others locally, nationally and globally. We have recently adopted a policy of supporting charities for 3 years across Lent, Harvest and Christmas collections. This year, exceptionally, for our Lent Charity we donated to the UNHCR appeal for Ukraine, and our special service for Ukrainian Independence Day raised donations for the Ukrainian Red Cross. Our Harvest charity was the World Land Trust, a global environmental charity, and at Christmas we supported the Children's Society generally with our Christingle collection, and more specifically

gave to the Society's Hidden Harm project which works with young carers across Essex who live with parents with drug or alcohol addiction. In addition, we held a joint collection for Christian Aid with St Luke's and responded to the Disasters Emergency Committee appeal following the floods in Pakistan. We raised well over £3,000 for charities during the year.

## **15<sup>th</sup> CHELMSFORD (ST JOHN'S) SCOUT GROUP**

This last year has been another successful year for the Group. We have 70 young people across the 3 active sections – Beavers, Cubs and Scouts. Leadership has remained stable, although we always looking for more volunteers. There is a wealth of experience in the leadership team. Our Cub leader received her 25 year award at the AGM.

The Scout Group is very active and I am pleased to report that all members have had the opportunity to experience nights away during the year. All members were afforded the opportunity to come to our Parent and Child camp, with over 100 spending the weekend at Skreens Park. The theme was the Queens Jubilee. It's always amazing what can be created from wood and other things that can be scavenged. In the summer 23 Scouts spent a week at camp in Walesby Forest, Nottingham. The Scouts cooked their meals over open fires, and participated in numerous activities, including climbing, Kayaking and Tomahawks. In November the Cubs had Spy themed indoor camp in Rochford.

On behalf of the Group, thank you for the support which the Church as the Group's sponsors continues to give. It enables us to carry on delivering Scouting to the young people of the area, which means a great deal to all of us, young people and Leaders alike.

Claire Hopkins, Group Scout Leader.

## **Fabric and Facilities**

The year started with storms including Storm Eunice which brought down the finial above the Lady Chapel (south transept) and some slates on the south porch. Subsequent inspection revealed no other damage but the similar finial on the east end was identified as unsafe and needing repair. However, the estimated cost of the stonework repair is substantial and so at the moment the area of the churchyard below remains barriered off for safety while the potential for grants to assist with costs is investigated.

A report on the tower lightning protection system identified that whilst it still met the specification in force at the time of installation (many years ago) it did not meet current newer standards. It was then enhanced with the addition of a second down conductor tape on the other side of the tower.

Other work that was completed during the year included:  
- the slates on the south porch roof were repaired

- asbestos was removed from the boiler house and attached storeroom lean-to. This area is now declared safe for access, so demolition can proceed as part of the planned major project reordering.
- fixed loft ladder installed for access to the upstairs loft, for improved safety over the use of a loose ladder
- The remaining incandescent light bulbs, plus halogen floodlights in the robing vestry, were replaced with LED bulbs
- Gold Eco Award plaque was mounted on the lounge wall!
- partial restoration of the church organ. After working on the organ for over a year, Bishop and Son of Ipswich, organ builders finally handed back the organ to us in December. The work had included restoring the swell, great and pedal organs, making most of the organ playable once more. Only the choir organ remains to be restored plus the console, and a new blower. We are very grateful to Jane Ashley, our former organist for over 25 years, for a generous bequest which enabled this work to be carried out, alongside grants from The Essex Heritage Fund and ChurchCare.

Our Quinquennial Inspection is due in 2023, which will identify priorities for maintenance and repair going forward. Items that are already being carried forward into 2023 include:

- repairing the netting around the tower to prevent pigeon access
- re-hanging lounge fire doors that have dropped on their hinges and scrape the floor
- a number of health and safety related improvements, including an upgrade to the fire alarm system

Following the removal of the Covid-19 restrictions, activities at the hall and in the church rooms returned to more normal levels. The hall is well used by local community groups, including the scouts, cubs, beavers and brownies. It also hosts occasional church events and is a popular venue for children's parties.

## **Report of the Deanery Synod**

St. John's is part of the **Chelmsford Deanery** which consists of 33 parishes. Through the Deanery we are able to contribute to the forward planning of the Diocese and keep in touch with the wider issues of the Church of England. The **Deanery Synod** met four times during 2022 and considered a variety of issues, including: the work of Kintsugi Hope and mental health and emotional wellbeing; the support being offered by our own church to Ukrainian hosts and guests and the potential for other churches to offer space for hosts and guests to meet; the work of the St Vincent de Paul charity; the new Parish Share Scheme and an address by Bishop Guli, the Bishop of Chelmsford; and the work of St Francis BMO in the new communities in Beaulieu. Throughout the year, the Synod discussed Deanery finances and the deployment of clergy.

## Financial Review

Our finances largely recovered from the two previous years affected by Covid-19. There was significant spend of the final stages of the organ refurbishment (£19k funded by a legacy and grants) and £13k was spent on an upgrade to the lightning conductor and the asbestos removal.

Our ordinary General Fund income at £57k took us above pre-Covid levels with planned giving showing a continued increase and service collections returning to more normal levels. Church room charges bounced back and income was bolstered by the success of the first full year of Jubilate Café with useful contributions from Tots & Tinies and fundraising activities.

Expenditure at £58k also returned to more normal levels. We paid the full amount of our Parish Share. Our annual energy contracts protected us from the huge increase in energy costs for much of the year but the new increased rates began to bite in the latter months. The full impact will be felt in 2023.

We ended the year with a deficit of £1,103 – a huge improvement on the previous year's deficit of £6,196. We were successful in securing grants for our support of Ukrainian refugees and Winter warm spaces. We transferred half of the grants to the General Fund this year which led to a final General Fund surplus of £1,827 helping to rebuild our reserves.

The Hall also saw a recovery of lettings and income (£13k up from £6k the previous year) as well as running costs (£5.3k up from £3.5k). Significant tree work of £2.5k left the Hall Fund with a surplus of £5.2k.

There was a helpful increase in dividend income (up £500 to £14k) in the Investment Fund. After expenditure of £1.6k on projects the surplus was £12.6k of which £8.5k was used to meet some of the costs of work on the church building.

The Church Fabric Fund benefitted from VAT grants (on current and past work) of almost £8k. Routine maintenance of £3.2k and the £13.6k costs of the lightning conductor and asbestos work resulted in a deficit of £8.5k which was covered by the transfer from the Investment Fund.

Turning to the Organ Trust Fund, a further £19k was spent on the Organ Refurbishment project and £500 was transferred to the General Fund to cover the costs of the preliminary feasibility studies. We received a grant of £4k from ChurchCare and VAT grants of £9.3k. The main refurbishment work is now complete with some minor adjustments to be made in 2023 which will be funded from the balance of £23.4k.

A new Grants Fund was set up during the year to handle the grants we received for our work with the Ukrainians and warm spaces. Transfers are made to the General Fund as the costs are incurred. The balance of £2.4k is expected to be utilised in 2023.

Our endowments fell in value by £71k during the year as financial markets fell following the war in Ukraine and the impact on energy costs and economic activity

generally. The value at the end of the year of £545k was still above pre-Covid levels (£503k in 2019).

### **Reserves Policy**

Our policy is to have a General Fund reserve of between 3 and 6 months expenditure (excluding the Parish Share) to cover fluctuations in receipts and unforeseen urgent expenditure. The General Fund balance of £9k is equivalent to just under 5 months of expenditure.

The reserve for the Hall Fund is set at £3k which is around 6 months of ordinary running costs. Sums in excess of this are held to cover major maintenance and improvements.

The balances on the Investment Fund are held to fund repairs and maintenance of the church building and projects to advance the mission and ministry of St John's.

### **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. Members of the PCC are either ex-officio, elected at the Annual Parochial Church Meeting (APCM), or elected or co-opted onto the Council by the rest of the PCC. All members of the congregation are encouraged to register on the electoral roll and to consider standing for election to the PCC.

The PCC is responsible for making decisions on all matters of general concern and importance to the parish, including on how the funds of the PCC are to be spent.

This year, our APCM was held on 22<sup>nd</sup> May. During 2022 the PCC met 10 times, with 82 per cent attendance. In between meetings, the Standing Committee has the power to transact most items of PCC business subject to any directions given by the PCC, and it can also approve urgent financial expenditure up to £1,000. The Standing Committee also agrees the agenda for the PCC meetings.

The electoral roll stood at 68 at the 22<sup>nd</sup> May APCM (62 in 2021).

### **Safeguarding**

At St John's we are committed to safeguarding children, young people and vulnerable adults facing risks of any kind of abuse, and pastorally caring for them, as well as others involved or affected by the potential abuse. The PCC has due regard for the guidance issued by the House of Bishops (including both policy and practice guidance) on matters relating to the safeguarding of children and vulnerable adults. We recognise that abuse can come in many forms, including physical, emotional, financial, domestic, spiritual and sexual abuse, coercive control, and modern slavery. We have adopted the suite of Policy and Practice Guidance provided by the National

Safeguarding Team for the Church of England, which has been adopted by Chelmsford Diocese.

As such, our aim is to ensure that St John's is a safe environment for everyone, and we do this by ensuring that we safely recruit anyone in the church whose voluntary or paid work involves working with children and/or adults, ensuring our volunteers are well trained, and responding promptly to any concern or allegation that someone might be at risk.

In line with the House of Bishops policy and practice guidance, the PCC considers safeguarding at every meeting, and reviews its policy annually and our safeguarding arrangements are shown on the front page of our website.

This year we have focused on both embedding safer recruitment into our everyday practices, and volunteer training. Safer recruitment involves a proportionate approach, but one involving considering application forms, recruitment conversations and references whenever someone's role involves contact with children or adults, and this year we have worked to safely recruit Eucharistic Assistants, Prayer Ministry and Pastoral Contact team members, and Tots & Tinies session helpers. Whether a volunteer is a sidesperson, a café assistant, or a chalice assistant, we can be seen by others in a position of trust, and so the PCC's Safeguarding Policy specifies the training requirements for each role, and thanks go to everyone who spent time doing one of the various online safeguarding training courses, so that you can help keep people safe should you become aware of any concerns. Between us all we have done 46 courses this year!

### **Data protection**

The General Data Protection Regulation (GDPR) came into effect in May 2018. Our appointed Data Protection Officer, Anne Ireland, is responsible for the co-ordination of our work on data protection and organises an annual review of the data we hold.

### **Administrative Information**

St John's Church is situated in Moulsham Street, Chelmsford. It is part of the Diocese of Chelmsford within the Church of England. The PCC is a body corporate (PCC Powers Measure 1956 and Church Representation Rules 2020) and a charity excepted from registration with the Charity Commission.

The correspondence address for the church is : Church of St John the Evangelist, Moulsham Street, Chelmsford CM2 0JD.

PCC members who have served up until the APCM in May 2022 are:

Incumbent                      Revd Gemma Fraser (Chair) – left April 2022

Associate Priests      Revd David Cattle  
                                    Revd Stephanie Gillingham

Curate	Revd Suzanne McAllister
Churchwarden	Jacky Langley (Vice Chair, Standing Committee)
Deanery Synod Representative	Anne Ireland (Assistant Churchwarden; Standing Committee) Jacky Langley
Elected Members	Karen Dudley David Ireland (Assistant Churchwarden; Standing Committee) Isobel Liebman Glynis Massingham William May Linda Percival (Standing Committee) Elizabeth Poole Nanette Wright (Standing Committee, PCC Secretary)

Co-opted Member : Revd Jean Halliday

Acting PCC Secretary      Kathryn Griffiths (January 2022 to APCM)

Following the APCM in May 2022 :

Incumbent	Vacancy
Associate Priests	Revd David Cattle Revd Stephanie Gillingham
Curate	Revd Suzanne McAllister
Churchwarden	William May (Acting Chair, Standing Committee)
Deanery Synod Representatives	Anne Ireland (Assistant Churchwarden; Standing Committee, Joint PCC Secretary) Linda Percival (Standing Committee)
Elected Members	Karen Dudley David Ireland (Assistant Churchwarden; Standing Committee) Glynis Massingham Jacky Langley Elizabeth Poole Nanette Wright (Standing Committee, Joint PCC Secretary)

Co-opted Member : Revd Jean Halliday



Other appointments :

Partner Churches Lynchpins	Jacky Langley and Elizabeth Poole
Parish Safeguarding Officer	Nanette Wright
Data Protection Officer	Anne Ireland
Health & Safety Officer	Isobel Liebman
Joint Treasurers	Roger Louth and Victoria Turner
Verger	Rex Broad
Deputy Vergers	Stephen Hogben and Christine Yallop

**Approved by the PCC on 25<sup>th</sup> April 2023 and signed on their behalf by  
William May  
Churchwarden and Acting Chair of PCC**

## Annex 1

<b>St. John's Budget 2023</b>	<b>2023</b>	<b>2022</b>
General Fund		
Income		
Planned Giving	31450	30000
Service Collections	3000	3850
Donations	2200	2175
Coffee Donations	1450	1220
Gift Aid Recovered	7900	7850
Fund-raising	2800	2652
Church Room Charges	4875	5395
Parochial Fees and Charges	972	1076
Interest and Dividends	1000	955
Tots N Tinies	500	700
Café takings	4000	2400
Total receipts	60147	58274
Expenditure		
The Share	43661	43153
Clergy Expenses and staff costs	1345	3510
Mission and evangelism	1400	1432
Insurance	3000	2886
Administration/cleaning	3000	1432
Upkeep of services	1200	1220
Organ, sound system, music	1800	1894
Energy and water	8450	6268
Fundraising costs	280	265
Café supplies	1600	1500
Total payments	65736	63560
General Fund deficit	-5589	-5287
Release of grant	2425	
General Fund net deficit	-3164	-5287

**St John's Moulsham: Budget for 2023**

	<b>2023</b>	<b>2022</b>
<b>Hall Fund</b>		
<i>Receipts - lettings</i>	13,000	10,000
Payments		
Running and maintenance costs	7,000	7,000
Major repairs	6,000	3,000
<b>Hall Fund surplus</b>	<b>0</b>	<b>0</b>
<b>Investment Fund</b>		
<i>Receipts - dividends</i>		
Dividends	14,000	13,500
<b>VAT grant</b>	<b>0</b>	<b>5,250</b>
<i>Payments</i>		
Projects (Café/MPT)	2,000	2,000
Other		0
Provision for Church Fabric repairs	2,500	2,500
<b>Investment Fund surplus</b>	<b>9,500</b>	<b>14,250</b>
<b>Church Fabric Fund</b>		
<i>Receipts - dividends</i>	650	500
<i>Payments</i>		
Routine maintenance and repairs	3,000	3,000
Fabric Fund deficit	-2,350	-2,500
Investment Fund transfer	2,500	2,500
<b>Church Fabric Fund balance</b>	<b>150</b>	<b>0</b>

## **Annex 2**

### **St. John's Churchwardens' Charity**

This small charity has two trustees - Will May, as churchwarden, is an ex-officio trustee and Jacky Langley (as former Churchwarden) is the second trustee. At the start of the year the charity had two funds, one of which (The Churchwardens Fund) was closed during the year.

The Churchwardens' Fund promoted the work of St John's and supported its congregation. It had no income. During 2022, it used the small balance to meet the cost of books for children being admitted to communion and two small gifts. The residual balance of £3.98 was transferred to St John's and this fund is now closed.

The Cramphorn, Guy and Pollard Fund provides relief to the poor of Moulsham. Its regular income are dividends from the perpetual endowments and in 2022 it received £124 being the unused balance of a grant received by St John's to provide community support during the Covid-19 pandemic. During the year it made a grant of £200 to Sanctus and two grants totalling £582 for domestic appliances. There were administrative costs of £3.

The charity's investments are held in the Church of England Investment Fund and so comply with the ethical guidelines of the Church of England.

The accounts of the two funds are set out overleaf.

Will May and Jacky Langley  
Trustees of the Churchwardens' Charity  
19th March 2023

<b>Churchwardens' Fund</b>		
<u>Receipts and Payments Account for the year to 31st December 2022</u>	<u>2022</u>	<u>2021</u>
	£	£
<b>Receipts</b>		
	0	0
<b>Payments</b>		
Gifts (2021 includes training)	60	270
Books for children	98	
<b>Excess of payments over receipts</b>	<b>-158</b>	<b>-270</b>
Opening balance as at 1 January	158	428
Cashflow	-158	-270
<b>Closing balance at 31 December</b>	<b>0</b>	<b>158</b>
<u>Statement of assets and liabilities as at 31 December 2022</u> <b>This fund is now closed.</b>		
<b>Monetary assets</b>		
Current and deposit account	0	158
<b>Liabilities</b>		
Bills	0	0
<b>Total net assets</b>	<b>0</b>	<b>158</b>

<b>Cramphorn, Guy and Pollard Fund</b>		
<u>Receipts and Payments Account for the year to 31st December 2022</u>	<u>2022</u>	<u>2021</u>
	£	£
<b>Receipts</b>		
Interest received	46	2
Investment income	921	891
Grant received	124	0
	<b>1091</b>	<b>892</b>
<b>Payments</b>		
Grants	782	841
Administration	3	
<b>Surplus of receipts over payments</b>	<b>306</b>	<b>51</b>
Opening balance as at 1 January	5,653	5,601
Cashflow	306	51
<b>Closing balance at 31 December</b>	<b>5,959</b>	<b>5,653</b>
<u>Statement of assets and liabilities as at 31 December 2022</u>		
<b>Monetary assets</b>		
Current and deposit account	5959	5,653
<b>Perpetual endowment</b>		
Cramphorn Fund 1	10280	11,651
Cramphorn Fund 2	20682	23,442
<b>Liabilities</b>		
None		
<b>Total net assets</b>	<b>36,921</b>	<b>40,746</b>

# **Financial Statements of the Parochial Church Council for the year ended 31<sup>st</sup> December 2022**

## **Independent Examiner's Report to the Trustees of St John's Church, Moulsham**

I report on the accounts of the charity for the year ended 31<sup>st</sup> December 2022.

### **Responsibilities and basis of report**

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me 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.

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

Sarah Scott  
March 2023

**St John's, Moulsham, Parochial Church Council**  
**Financial Statements for the Year Ended 31 December 2022**  
**Statement of Assets and Liabilities**

	Unrestricted Fund General	Designated Fund Hall	Fund Investment	Restricted Funds (note 3)	Endow- ments (note 2)	Total 2022	Total 2021
	£	£	£	£	£	£	£
<b>Cash Funds</b>							
Bank	8,894	13,486	17,456	68.00		39,904	6,192
Deposit Fund			19,091	26,978		46,069	72,293
Less amount held for others				-68		-68	
	8,894	13,486	36,547	26,978		85,905	78,485
<b>Other</b>							
<b>Monetary Assets</b>							
Gift Aid recoverable	1,912					1,912	1,280
Debtors	666					666	400
	2,578	-	-	-		2,578	1,680
<b>Investment Assets</b>							
Investment Fund at market value					545,035	545,035	616,836
					545,035	545,035	616,836
<b>Assets retained for church use (not valued)</b>							
Church Hall							
Church furnishings							
<b>Liabilities</b>							
Unpaid invoices	1,524	1,100				2,623	1,184
	1,524	1,100	-	-		2,623	1,184
<b>NET ASSETS</b>	9,948	12,387	36,547	26,978	545,035	630,895	695,817

These accounts - Statement of Assets and Liabilities, Receipts and Payments Accounts and Notes - were approved by the PCC on XXXXX and signed on their behalf by:

*Will May* PCC Chair .....  
and

*Roger Louth* PCC Treasurer .....

**St John's, Moulsham, Parochial Church Council**  
**Financial Statements for the Year Ended 31 December 2022**

**Receipts and Payments Accounts**

	Note	Unrestricted Fund General £	Designated Fund Hall £	Fund Investment £	Restricted Funds (note 3) £	Total 2022 £	Total 2021 £
<b>Receipts</b>							
<b>Voluntary Receipts</b>							
Planned giving		29,659	-	-	-	29,659	28,996
Collections at services		3,052	-	-	-	3,052	1,237
Other giving	4a	3,551	-	-	-	3,551	2,889
Gift Aid recovered		7,895	-	128	-	8,023	7,464
Grants		121	-	-	25,933	26,053	12,124
		44,277	-	128	25,933	70,338	52,710
<b>Activities for generating funds</b>	4b	6,363	-	-	-	6,363	6,191
<b>Investment Income</b>	4c	1,059	-	14,059	968	16,086	14,925
<b>Church Activities</b>	4d	5,280	13,086	-	-	18,365	7,745
<b>Other receipts</b>		0	-	-	-	0	188
<b>Total receipts</b>		56,980	13,086	14,187	26,901	111,152	81,759
<b>Payments</b>							
<b>Cost of generating funds</b>							
Fundraising activities		37	-	-	-	37	80
		37	-	-	-	37	80
<b>Church Activities:</b>							
Parish Share to Diocese		42,721	-	-	-	42,721	42,721
Clergy and staffing costs		2,698	-	-	-	2,698	2,896
Jubilatte Café		1,342	-	99	-	1,441	
		46,762	-	99	-	46,861	45,618
<b>Church expenses</b>							
Mission and evangelism costs		845	-	-	-	845	290
Church running expenses	4e	10,239	5,029	-	3,285	18,552	12,575
		11,084	5,029	-	3,285	19,397	12,865
<b>Other expenditure</b>		200	-	59	-	259	1,054
<b>Major capital expenditure</b>	4f	-	2,520	1,455	33,079	37,054	81,329
		200	2,520	1,514	33,079	37,313	82,383
<b>Total payments</b>		58,083	7,549	1,613	36,363	103,608	140,945
<b>Excess of receipts over payments</b>		-1,103	5,537	12,574	-9,463	7,545	
Transfers between funds		2,930	-	-8,516	5,586	-	
		1,827	5,537	4,058	-3,877	7,545	-59,186
Cash at bank at 1 January		7,067	7,949	32,489	30,855	78,361	137,546
Cash at bank at 31 December		8,894	13,486	36,547	26,978	85,905	78,361



## Notes

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

The Church furnishings are held by the churchwardens on special trust for the PCC.

2 The PCC holds five endowments - three perpetual endowments (where the capital cannot be spent) and two expendable endowments (where there are restrictions on how the capital can be spent). All are invested in the CBF Church of England Investment Fund. Listed below are the endowments and how the income is used.

	2022	2021	
	£	£	Income credited to
<b>Perpetual endowments</b>			
Land Sales	21,742	24,643	General Fund
Henry Guy Church Repairs	16,692	18,919	Fabric Fund
Church Maintenance	5,611	6,360	Fabric Fund
<b>Expendable endowments</b>			
Capital 2002	28,287	31,141	See below
Capital 2019	472,703	535,772	Investment Fund
<b>Total</b>	<b>545,035</b>	<b>616,836</b>	

In 2004, with the agreement of the Diocese, the PCC utilised £32,940 of the Capital 2002 endowment and surrendered access to the income and capital until the value of the endowment returns to the original sum of £45,141.

3

	Bal B/fwd	Receipts	Payments	Transfer	Bal C/fwd
	£	£	£	£	£
<b>Restricted funds</b>				-	
Fabric Fund	-	8,444	16,960	8,516	-
Organ Fund	29,941	13,405	19,404	-500	23,442
Project Fund	914	197			1,111
Grants Fund		4,855		-2,430	2,425
<b>Total</b>	<b>30,855</b>	<b>26,901</b>	<b>36,363</b>	<b>8,016</b>	<b>26,978</b>

The **Fabric** Fund represents income which can only be used for repairs and maintenance of the church building. £8,516 was transferred to it from the Investment Fund.

The **Organ** Fund represents a legacy, grants and donations which can only be used for the refurbishment of the organ. £500 was transferred to the General Fund in respect of the cost of initial feasibility reports.

The **Project** Fund represents donations made towardsthe creation of a memorial garden in the churchyard.

The **Grants** Fund comprises three grants to support our work supporting Ukrainian refugees and providing warm spaces. One half (£2,430) was transferred to the General Fund to cover costs incurred in 2022.

At the year end £68 of fees was held on behalf of the Diocese - paid over in 2023.

### Designated Funds

The **Hall** Fund represents the income from lettings and the running costs of the Church Hall with the accumulated surplus retained for major refurbishment work on the hall.

The **Investment** Fund represents the income from the Capital 2019 Fund which is used to fund church fabric maintenance and developmental projects.

#### 4 Further Analysis of Receipts and Payments

	Unrestricted Fund General £	Designated Fund Hall £	Fund Investment £	Restricted Funds (note 2) £	Total 2022 £	Total 2021 £
<b>Receipts</b>						
<b>a. Other giving</b>						
Donations	3,551					1,472
Special Appeals						
Legacies						2,591
	3,551	-	-	-	-	4,063
<b>b. Activities for generating funds</b>						
Fundraising	1,636					1,244
Hire charges	4,727					2,393
	6,363	-	-	-	-	3,637
<b>c. Investment Income</b>						
Dividends on CBF Funds	647		14,059	663		14,354
Bank and Deposit Fund interest	413			305		549
	1,059	-	14,059	968	-	14,903
<b>d. Church Activities</b>						
Parochial fees and charges	895					957
Jubilatte Café	3,908					
Tots & Tinies	477					
Hall lettings		13,086				5,306
	5,280	13,086	-	-	-	6,263
<b>Payments</b>						
<b>e. Church running expenses:</b>						
Organ, music sound system	1,227					749
Administration costs	1,526					774
Church repairs and maintenance				3,285		777
Insurance	2,741					2,599
Church utility bills	3,800					3,245
Upkeep of services	945					502
Hall runnings costs		5,029				3,295
	10,239	5,029	-	3,285	-	11,941
<b>f. Major capital expenditure</b>						
Organ refurbishment				19,404		
Church building			1,514	13,675		16,965
Church hall		2,520				3,160
	-	2,520	1,514	33,079	-	20,125

