DIOCESE OF CHELMSFORD

THE PARISH OF ST. JOHN THE EVANGELIST, MOULSHAM

ANNUAL REPORT AND ACCOUNTS 2024

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Report of the Churchwardens

"The Lord is my strength and my shield; my heart trusts in him and he helps me."
Psalm 28:7

On the last day of 2023, we had a picture on our Facebook page of someone leaping a chasm between 2023 and 2024, with a prayer for the new year saying "May we all take a leap of faith into our unknown future, safe in the knowledge that God loves every one of us and will sustain us in the joys and sorrows, the challenges and opportunities, the good days and the bad." One aspect of our unknown future which we had not foreseen was that it would be your churchwardens, not your priest, writing the foreword to this year's Annual Report. However, as you all know, Hannah went off sick in November 2024 and she took the difficult decision to resign her post, and her ministry with us ended with a final service on 9th February 2025. We would like to record our thanks to Hannah and Peter for all they did for St John's and our prayers are with them as they move to Yorkshire and take a new pathway into their future.

Looking back over 2024, that verse at the top of this page from Psalm 28 has upheld us and will continue to sustain us as we head into our next period of vacancy. It has, as the report shows us, been a busy year! Our vision as a church has been to develop St John's as a vibrant hub for the community whilst maintaining a strong worshipping community at its centre. As we come through a year which seems to have been full of building and landscaping work, helping to transform our churchyard to a green space for everyone's peace and enjoyment, we are especially grateful to all our church family who have worked and prayed tirelessly throughout this year, serving God and serving our community.

Each of you will have your own particular highlights from 2024. For us, we recall particularly the special joy of 6 new confirmations this year, the welcoming of 2 new babies into the church family, and the immense sadness of the death of Kyle, the son of a much loved parishioner. We also were delighted to see over 500 local people taking part in putting together the mosaic for the reflective area in the churchyard, to see the church full for our Crib Service and our first Carols by Candlelight for many years. We thoroughly enjoyed this year's Heritage Day and Autumn Fayre and the unforgettable Victorian Christmas Fayre, as well as seeing the new church door and the slow but sure transformation of our churchyard.

Please pray for a successful annual meeting this year and do consider if you might join the PCC at this time, to help us make 2025 another year to remember!

William May and Nanette Wright
Churchwardens

ST JOHN'S CHURCH MOULSHAM

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31ST DECEMBER 2024

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 vacancy. 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.

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".

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

1. 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. This included awaiting the outcome of a major bid to the National Lottery Heritage Fund, as well as several other bids.

2. To continue to develop our worshipping community, particularly through our regular services, Messy Church and through digital services.

3. To continue to grow and develop as a gold Eco Church.

4. To continue to engage with our community and respond to their needs, through outreach and our community café.

Achievements and Performance 2024

With God's grace, we have achieved progress in all four of our start-of-the-year objectives. At the end of 2024 we can record considerable progress on the major

development programme, with many thanks to the National Lottery Heritage Fund and other grant giving organisations for their generous support. Our Faculty for the outside work, as well as our application for planning consent, was successful. We now have a new church entrance into the north transept, some work on the drains has been done, and landscaping the churchyard is well underway.

On the worship side, we are grateful that Hannah was with us to deliver an excellent Lent course and to run a subsequent Bible study course. Because she had over 5 months off sick during the year, we are also very grateful to those clergy and our regular lay worship leaders who covered all our services. Sadly, Hannah had many ideas for new forms of worship which her health meant she was unable to develop as she wished.

We continue to grow as an Eco Church, as our lifestyle survey confirmed, and one of our Eco Team has continued to work as the Chelmsford Deanery Environmental Advocate and also a Gold Eco Church assessor for ARocha UK, the charity overseeing the Eco Church scheme.

Our work with the community has had a particular focus this year on engaging people with the churchyard project. Over 500 people were engaged in workshops preparing the community mosaic, and the community has supported us in increasing numbers at the Heritage Open Day/Autumn Fayre and the Victorian themed Christmas Fayre. In July this year Mencap started a successful pop-up café each Wednesday.

JubiLatte, our community café, has gone from strength to strength this year. It has been a joy to see so many members of the community making use of the café, extending our church family. We have had great Scrabble sessions and “Café Crafting” during the year.

Let’s follow our usual Annual Report format and enjoy looking back at the year.

January is always a lovely month at St John’s, as we continue through the Christmas season to Candlemas. Our life-size knitted nativity took pride of place as usual – still no camel has appeared, but the donkey is a big favourite. The annual Big Garden Bird Watch took place in the churchyard, and we held a successful Epiphany Beetle Drive.

In Hannah’s absence, we were greatly blessed to have services taken this month by Bishop Adam, Archdeacon Jonathan and Revd Sandra Eldridge, the Diocesan Environmental Officer.

New heating was installed in the upstairs room, and the craft group started making reusable sanitary towels for refugees across the world.

In **February**, Benson (Hannah and Peter's dog) wrote his first pawsome column for the Moulsham Times – from then on he was often greeted as he walked round Old Moulsham.

Bishop Adam was back at St John's to baptise and confirm 5 of our congregation this month – what a joyous occasion that was! The same month also saw us celebrating our 200th session of our community café, JubiLatte. Well done to Anne and the team!

Some of us also attended the Deanery Day this month – it was so fantastic to hear about the work of other churches, and great to be able to help others on their Eco Church journey.

This month we also had confirmation of our £250k grant from the National Lottery Heritage Fund, as well as other grants.

In **March** we started our Lent course, looking at how inclusive we are as a church by considering the experience of people with differing abilities, ethnicity, genders, mental health, poverty and sexuality. Our Lent appeal this year was for the Alzheimer's Society.

We also marked Earth Hour, with everyone encouraged to switch off their lights for an hour and to spend the time talking or thinking about actions we could take to live a greener life and care for God's creation.

Several people attended the Passion Play at the Cathedral, and on Maundy Thursday we shared an agape meal. Easter Day marked the start of Hannah's return to leading services.

In **April**, a small group went walking with an expert birdwatcher so they will be much more knowledgeable when it comes to next year's Big Garden Bird Watch!

And what a great time our intrepid team, led by David, had on the Unlock Walk, raising money to support inner city churches. They walked around the parishes that included Grenfell Tower, a very solemn and moving experience.

In **May**, we were encouraged to support No Meat May because meat produces more greenhouse gases than plant-based food, so reducing meat means we can do our bit to curb emissions and address climate change. Recipes were shared!

This month also saw us doing an audit of flowers and wildlife in the churchyard before the landscaping started, and "Messy Church Goes Wild" was looking at what lives in the churchyard. And our thanks to GoodGym volunteers who helped dig a trench round the church to stop the ground breaching the damp course.

Later in the month, we had a coffee morning for Christian Aid Week and on 19th May we held the Annual Parochial Church Meeting, welcoming Chinenye as a new PCC member. The PCC was also delighted to co-opt Louis at its first meeting.

Very excitingly, on 28th May our builders moved in to start their work to install a new door in the north transept and do various drain repairs.

In **June**, children from St Anne's school came to the café to play board games – a great time was had by all! So much so, that it looks set to become a regular feature.

We had opportunity to pray for World Environment Day, and at the end of the month there was a shared service at St Luke's where the prayer stations focused on the care of creation.

In **July** several of us redoubled our efforts to live through Plastic Free July – it's hard work but so important. Splendour helped us all with an online book review of *A Planet Full of Plastic* by Neil Layton. Plastic is not "biodegradable" – that was her new word of the month and she explained it perfectly.

In **August**, many of our cities were hit by racist riots so our prayers focused on not letting that happen in Chelmsford, and praying for all those being attacked.
We also had time to celebrate World Plant Milk Day in JubiLatte where we were given chance to taste different plant-based milks.

In other news, we were delighted that as a volunteer scout leader, Claire was awarded the Bar to the Award for Merit this month. This is awarded after at least five years of further outstanding service after receiving the Award for Merit. We also celebrated two of our church family (Anne and Glynis) reaching the big 70.

September, as ever, is the start of the season of Creationtide, and the month started with a shared service, led by Bishop Adam, at St Michael's in Galleywood, where we wandered the grounds pausing at prayer stations with an environmental theme.

Fairtrade Fortnight was celebrated and this year we had more people than ever at our Heritage Open Day and autumn fayre where the Scouts' cooked breakfast was a firm favourite!

Rex was commissioned for a further 3 years as an Authorised Local Preacher and he tells us he will then retire from the role – believe that if you will!

The first of our beautiful new altar frontals, the green one for using in ordinary time, was blessed at our Green Communion. All these lovely new frontals were funded by donations from members of the church family and the remaining three frontals– red, white and purple – were brought into service as appropriate over the rest of the year.

In **October** we celebrated our Harvest Festival service and we were pleased to deliver a large amount of food donations to the Foodbank, as the crisis in the cost of living continues and Foodbank demand is rising. We also donated to the World Land Trust. On 7th October, a year on from the start of the war in the Middle East, several of us held a prayer vigil in church to pray for peace.

As part of Black History month, we celebrated black figures in the arts. Our thanks to Karen for another very enjoyable "at home", something she started with her husband Nigel and has continued since he died. And, as ever, Christine carved an amazing pumpkin and we celebrated All Hallows Eve outside the Church Hall by giving out gallons of hot chocolate and goodie bags to passers-by, and Messy Church held a Light Party for families.

We also held our first pet service where families and their pets were blessed, together with a teddy bear and dinosaur! Very apt, for in the same month we were registered as an Inclusive Church.

And the landscapers moved into the churchyard!

In **November**, unfortunately Hannah was off sick again. Jean was able to step in to prepare Ela for her confirmation service and several of us attended her confirmation in the Cathedral where she was confirmed by Bishop Guli in her own language – it was very moving.

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 annual environmental lifestyle survey as a church and the results of that confirm we are continuing to "grow greener", as individuals and as a church community.

This was also the month where workshops were held to help design and prepare the mosaic which will go in the reflective area of the churchyard – over 500 people contributed! Our leaflet delivery was organised by Christine, setting out the Christmas Services and our Victorian Christmas Fayre.

This month also saw the death of Kyle, the son of one of our much loved church family. A devastating loss, and we hold the family very much in our prayers.

December was, as ever, a busy month and it was very sad that Hannah had to miss her second Christmas with us, especially as she had planned so much, not all of which we had known about but we rose to the task and covered where needed. We were very grateful to retired Bishop Tony Robinson who took our services throughout Advent and to the end of December. He was also able to cover services that had

been arranged in schools and care homes, not to mention joining in with Carols in the Café! We hope his next church is warmer!

The Posada (from the Mexican for “inn”) – knitted statues of Mary and Joseph – were sent to seek a place for the night around Old Moulsham, visiting several schools and nurseries and Chelmsford College as well as making sure they were at St John’s for main services.

Over 400 people attended our Victorian themed Christmas Fayre – a huge success, with many of our volunteers dressed up in Victorian costume.

It is some years since St John’s held a Carols by Candlelight service, and we were delighted that so many people attended, and grateful to Peter who played the organ and piano. Special thanks to Bishop Tony who led the service superbly. The church was then overflowing for the Crib Service on Christmas Eve – who knew so many would-be angels, shepherds and kings live in Old Moulsham!

2024 has once again seen great support from our singers and musicians – thank you to all of you, and to all our worship leaders, readers and intercessors, for enhancing our worship.

In 2024, our clergy conducted 4 baptisms, 0 weddings and 2 funerals.

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 continue to 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 adopted a policy of supporting charities for 3 years across Lent, Harvest and Christmas collections, and this is our final year of the current charities. In Lent our national charity was the Alzheimer’s Society. 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. In Advent we collected for Tommy’s, a charity which researches to ensure pregnancy and childbirth are safe for all. We also responded to the Disasters Emergency Committee appeal for the Middle East.

15th CHELMSFORD (ST JOHN'S) SCOUT GROUP:

At the 15th Chelmsford, we have provided Scouting for over 75 young people this year, helping them gain skills for life, experiences they will never forget and friendships that will last a lifetime.

Young people appreciate physically being with their friends, camping or being outdoors, learning new skills, hiking, navigating, fire lighting and putting those skills to the test.

The leaders and supporters have completed a full year of activities that has stimulated and excited the young members in delivering Scouting to young people. The Cub and Scout sections both successfully ran camps. We also held our annual parent and child camp in Roxwell. There were over 60 at the camp, taking part in activities based on the theme of World War 2.

As a Scout Group we rely on our team of leadership volunteers, a few who have been at the sharp end for over 30 years, some others for decades and many for just a few months or years while they are involved with the Group.

Whilst there is a strong leadership team, we need to plan for the future and attract new leaders and interest people in the joys of taking 20 youngsters to camp, run an activity, help with some admin, help plan activities or do some mass catering!

The job of keeping this successful Scout Group alive and healthy is a continuous challenge. It is assumed that this Group will be here in 5 or 10 years time, but without a succession of the leadership team it may not be such a certainty.

Our gratitude and thanks go to all of the Group's uniformed leaders, section helpers, and young leaders for the time they have given during the past year.

The Trustee Board led by the Chair, Alex, has planned and overseen the strategy and finances of the Group, and our thanks goes to each of them for their support.

Finally thanks to the Church for the support given to us. It was great to be able to take part in the Church open day in September and cook breakfast for the crowds that came along. The food must have been up to scratch as we were asked to cook bacon and sausage rolls at the Christmas Bazaar. Hopefully we will be back again this year. Without the ability to have use of the halls and to be able to store vast amounts of equipment, we simply would not be able to offer the activities to the young people of Old Moulsham.

Claire Hopkins
Group Scout Leader

Church Fabric and Facilities

Maintaining an old church building is akin to painting the Forth Bridge and this is no different at St John's.

The Fabric Committee (that reports into the PCC) is tasked with maintaining the fabric of the building and overseeing routine, one-off and emergency / unexpected tasks as well as trying to improve the facilities where finance allows.

In terms of routine activities, this includes scheduling the servicing of the lift; PAT testing all electrical appliances; arranging regular drain clearance at roof level; fire alarm and emergency lights testing / servicing; fire extinguishers servicing and supporting the organ servicing (managed mainly by Jacky Langley) - all of which have been done this year or are in progress.

As for more one-off / improvement projects, January saw the curtain fan heaters in the Upstairs Room replaced with halogen infra-red radiant heaters. The purpose of doing so was to reduce energy consumption (part of our endeavours to live up to being a Gold Eco Church but also aimed at reducing our running costs). No less importantly, however, was the trial of this technology for possible use in the nave in the future. This work was authorised by a Faculty.

In February, a mortice lock was fitted to vestry inner door (undertaken under List A of the Faculty process) and in both May & June, GoodGym (a local volunteer group) dug trenches next to the church walls to lower the ground level that was bridging the damp proof course / air bricks in these walls.

From May to October, and in conjunction with the Major Project Team (MPT), the following tasks were completed in line with Phase 1 of the works co-ordinated by the MPT. Specifically, a mortice lock was fitted to south porch inner door; the Boiler House demolished and returned to ground level; repairs were made to the churchyard wall in the west corner (repointing and replacement of spalled bricks); a new external door was fitted in the north transept (to provide an emergency exit from nave area and for future use as an alternative entrance); a York stone terrace was installed outside this new door; the water main across the churchyard was upgraded to barrier pipe to current standards (and a water meter fitted) and the drains replaced in north east corner of churchyard. All of this work was authorised by a Faculty. The wider landscaping work overseen by the MPT will be completed in 2025.

Finally, in August, further to the refurbishment of the west door (returning it to its natural colour), a letterbox was fitted (undertaken under List A of the Faculty process).

Further projects await our attention in 2025-26.

The Church Hall

St John’s Church Halls are situated in Vicarage Road and continue to be well used. They generate a healthy level of income which is reinvested in the hall facilities. The front hall is mainly used by the uniformed organizations – Brownies, Beavers, Cubs and Scouts on three nights a week whilst the back hall is used by a selection of community groups, Martial Arts Group, Pilates, Yoga, Flying Club, Dance Class and children’s birthday parties. We have also provided a facility for the College, for a

period of two months for students who were not ready to enter college life on campus.

GoodGym have continued to help by clearing the Autumn leaves and clearing the grounds.

As part of our journey to net zero, we have started to explore the possibility of installing solar panels on the hall roof and changing the heating to one which is not reliant on fossil fuels.

Report of the Deanery Synod

St. John's is part of the Chelmsford Deanery which consists of 33 parishes, with 39 church buildings. 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 2024 and considered a variety of issues. For the first meeting, a wide-ranging Deanery Day was held which was open to all church members. This comprised times of worship and prayer; sharing of successful initiatives on various different themes; time for networks of church officers to meet; reflection on "Mission and Me"; and seminars on grant applications and Eco church. The day was attended by 90 people, around half of whom were not Synod members, and feedback was very positive. Further meetings held during the year considered issues including: the work of Christians Together in Chelmsford (CTiC) and the week of Christian Unity; the challenges faced with getting laity involved in church activities, especially in roles that involved leadership; and the work of the Mothers' Union and concerns about the delivery of Holy Communion where clergy were not available. Throughout the year, the Synod discussed Deanery finances and the deployment of clergy and other matters raised by members.

To help with the work of the Deanery, Revd Carolyn Tibbott and Revd Tony Cant were inducted as Assistant Area Deans during the Deanery Day on 24th February, 2024. Then on 4th December, Revd Canon Tim Ball, the Area Dean, attended his last Synod meeting prior to his retirement on 5th January 2025. He was warmly thanked for all he had done as Area Dean and presented with a large card and a cheque using funds contributed by deanery members.

Financial Review

The finances for 2024 were somewhat distorted by the start of the Major Programme work. Total receipts were £325k against payments of £298k. Of this, our ordinary receipts were £123k whilst payments were £90k leaving a surplus of £33k. This surplus – explained below - was mainly due to other expenditure on the church building and the hall being on hold as Phase 1 of the Major Programme work got under way.

Our **General Fund** income of £66k was much the same as last year's £64k, the increase being largely attributed to a one-off booking of the church rooms.

Expenditure at £64k was also £2k up on the previous year which was mainly due to the staff costs of the Community Engagement Officer. This resulted in a surplus of just under £2k, virtually the same as 2023. The staff costs were covered by a grant of £2.3k which meant we ended the year with a surplus of £4.2k (£4.3k in 2023) which provided a welcome boost to our reserves taking them to £17.5k.

The **Hall Fund** saw another significant increase in letting income up from £18.6k to £26.0k, largely attributed to a one-off booking. Running costs and repairs fell back from £12k to £8k leaving a surplus of just under £18k.

With the start of Phase 1 of the Major Programme, there was only a small amount of direct expenditure (£584 for feather flags/card reader) from the **Development Fund.** Just under £8k was transferred to the Fabric Fund (see below). With income from dividends of £15k, this left a surplus of just under £7k.

The **Fabric Fund** received income of £1.5k – dividends and VAT grants – which together with the transfer from the Development Fund covered the routine maintenance costs of £3.3k and the £6k spent on the major works of installing a new heating system in the church upper rooms and initial works on the drains.

During the year £3.8k was donated by members of the church family into the **Altar Frontals Fund** which met the cost of new Altar Frontals.

The next task of the refurbishment of the organ is the replacement of the blower. A reconditioned unit was purchased for £3,500 which will be fitted in 2025. With interest received of £1.3k, the net balance remaining on the **Organ Fund** was reduced by £2k.

We received into the **Grants Fund** £8.2k from the National Church to cover repairs to the roof and guttering and the drains. The work will be carried out in 2025. £2.3k was transferred from the Grants Fund to the General Fund to cover the staff costs of the community engagement officer.

Receipts of grants and donations for Phase 1 of the Major Programme amounted to £202k whilst expenditure was £208k. Further details of the **Major Programme Fund** are set out in Note 3 of the accounts.

The value of our **investments** increased by £14k from £595k to £609k. Of this £49k is the value of the perpetual endowments and £560k the value of **Development (Reserve) Fund** which is set aside to fund repairs to the church building and later phases of the Major Development programme.

In the past the costs of routine repairs and maintenance – part of the costs of running the church – have been paid for out of the income from our investments. Following the principle that today's congregation should meet the costs of running the church today, the PCC decided that from 2025, the net costs of routine repairs

and maintenance of around £3k per year will be paid for out of the General Fund (a small proportion will continue to be paid out of the income of two perpetual endowments set up specifically to fund repairs and maintenance).

The PCC also decided to split the Development (Reserve) Fund at the end of the year with 40% being transferred into a new **Major Repairs Fund** which will be used to fund major repairs to the church building. The 60% remaining in the Development (Reserve) Fund is earmarked for developmental projects, particularly further phases of the Major Programme.

As a result of these changes the **Fabric Fund** was no longer needed and was closed at the end of the year.

Reserves Policy

The PCC's policy is for the General Fund and the Hall Fund to have reserves of between 3- and 6-months expenditure to cover fluctuations in receipts and unseen urgent expenditure. For the General Fund, expenditure excludes the Parish Share component. At the end of the year, the General Fund balance was £17.5k, which is above the reserve target.

For the Hall Fund any amounts more than the reserve are held to fund major repairs and improvements at the hall.

Structure, Governance and Management

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. As the PCC Member's Guide states: "PCCs have to focus on the big things and keep an overview. They can't do this if they micro-manage every detail of church life."

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.

This year, our APCM was held on 19th May. During 2024 the PCC met 12 times, with 73 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 70 at the 19th May 2024 APCM (67 in 2023).

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 in, 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 continued to maintain a well-trained band of volunteers working in various groups and activities. 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.

Data protection

The General Data Protection Regulation (GDPR) came into effect in May 2018. Our appointed Data Protection Officer, William May, is responsible for the co-ordination of our work on data protection.

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 2022) 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 2024 are:

Incumbent	Rev Hannah Robinson
Churchwardens	William May (Vice Chair, Standing Committee) Nanette Wright (Standing Committee)
Deanery Synod Representatives	Anne Ireland (Standing Committee; PCC Secretary)
Elected Members	Karen Dudley David Ireland (Standing Committee) Jacky Langley Glynis Massingham (to January 2024) Elizabeth Poole
Co-opted Member :	Revd Jean Halliday

Following the APCM in May 2024 :

Incumbent	Revd Hannah Robinson
Churchwardens	William May (Vice Chair, Standing Committee) Nanette Wright (Standing Committee; PCC Minutes Secretary)
Deanery Synod Representatives	Anne Ireland (Standing Committee, PCC Secretary)
Elected Members	Karen Dudley (Standing Committee) Jacky Langley Elizabeth Poole Chinenye Ubah
Co-opted Members	Revd Jean Halliday (to July 2024) Louis Hobart

Other appointments :

Partner Churches Lynchpins	Jacky Langley and Elizabeth Poole (to October 2024)

Parish Safeguarding Officer	Nanette Wright
Data Protection Officer	William May
Health & Safety Officer	vacant
Joint Treasurers	Roger Louth and Victoria Turner
Joint Vergers	Stephen Hogben and Christine Yallop
Electoral Roll Officer	Christine Hogben

Approved by the PCC on 13th April 2025 and signed on their behalf by William May, Vice Chair of PCC

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 31st December 2024.

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 2025

St John's Moulsham PCC. Statement of Assets and Liabilities as at 31 December 2024

	Unrestricted Fund General	Hall Fund	Designated Major Repairs	Development	Restricted Funds (note 3)	Total 2024	Total 2023
Cash Funds	**£**	**£**		**£**	**£**	**£**	**£**
Bank	17,545	27,817	-	-	4,168	49,529	13,403
Deposit Fund	-	9,840	13,358	20,037	21,828	65,064	74,241
Less amount held for others							
	17,545	37,657	13,358	20,037	25,996	114,593	87,643
Other Monetary Assets							
Gift Aid recoverable	1,752				1,874	3,626	1,700
NLHF grant claim					24,258	24,258	-
Debtors	1,474					1,474	10,165
	3,226	-		-	26,132	29,359	11,865
Investment Assets							
Investments at market value	-	-	224,290	335,817	49,292	609,399	595,763
	-	-	224,290	335,817	49,292	609,399	595,763
Assets retained for church use (not valued)							
Church Hall							
Church furnishings							
						-	-
Liabilities							
Unpaid invoices	1,559	852			297	2,708	1,920
	1,559	852		-	297	2,708	1,920
NET ASSETS	**19,212**	**36,804**	**237,648**	**355,854**	**101,125**	**750,643**	**693,351**

These accounts - Statement of Assets and Liabilities, Receipts and Payments Account and Notes - were approved by the PCC on 13th April 2025 and signed on their behalf by:

Will May (Churchwarden and Chairperson)

and

Roger Louth (PCC Treasurer)

St John's, Moulsham, Parochial Church Council

Financial Statements for the Year Ended 31 December 2024

Receipts and Payments Accounts

	Note	Unrestricted Fund	Designated Funds		Restricted Funds	Total	Total
		General	Hall	Development	(note 3)	2024	2023
		£	£	£	£	£	£
Receipts							
Voluntary Receipts							
Planned giving		30,437	-	-	-	30,437	31,113
Collections at services		2,821	-	-	-	2,821	2,237
Other giving	4a	1,403			11,390	12,794	2,547
Gift Aid recovered		8,691	-	-	-	8,691	8,946
Grants		38	-	-	204,087	204,125	7,137
		43,390	-	-	215,477	258,866	51,980
Activities for generating funds	4b	14,112	-			14,112	9,571
Investment Income	4c	3,368		15,200	1,942	20,509	17,687
Church Activities	4d	5,737	26,085			31,822	25,040
Other receipts		156	-	-	-	156	-
Total receipts		66,762	26,085	15,200	217,418	325,465	104,278
Payments							
Cost of generating funds							
Fundraising activities		110				110	285
		110	-	-	-	110	285
Church Activities:							
Parish Share to Diocese		44,179	-	-	-	44,179	43,224
Clergy and community post		2,568	-	-	-	2,568	449
Jubilatte Café costs		1,229				1,229	1,551
Tots & Tinies		-					27
		47,975	-	-	-	47,975	45,251
Church expenses							
Mission and evangelism costs		986				986	1,082
Church running expenses	4e	15,713	7,072		7,146	29,932	29,931
		16,700	7,072	-	7,146	30,918	31,013
Other expenditure				584		584	1,821
Major capital expenditure	4f	-	1,096		217,833	218,928	24,168
						-	
		-	1,096	584	217,833	219,512	25,989
Total payments		64,785	8,168	584	224,979	298,515	102,538
Excess of receipts over payments		1,977	17,917	14,616	-7,561	26,950	1,740
Transfers between funds		2,300	-	-7,871	5,571	0	-
		4,277	17,917	6,746	-1,990	26,950	1,740
Cash at bank at 1 January		13,268	19,739	26,650	27,986	87,643	85,905
Cash at bank at 31 December		17,545	37,657	33,395	25,996	114,593	87,643

Notes

1 The financial statatements 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's investments are all held in the CBF Church of England Investment Fund. Three holdings are perpetual endowments, where the capital cannot be spent. The fourth holding is not subject to any restrictions but the PCC has designated it for use in developing the mission, ministry and facilities of the church. At the end of the year, the PCC decided to split that Fund to distinguish the sums held for development (Development Fund) and the capital held to generate income to pay for major repairs to the church building (Church Major Repairs Fund).

	2024	**2023**	Income
Perpetual endowments	£	£	credited to
Land Sales	24,332	23,788	General Fund
Henry Guy Church Repairs	18,680	18,262	Fabric Fund
Church Maintenance	6,280	6,139	Fabric Fund
Subtotal	*49,292*	*48,190*	
Designated Funds			
Development Fund	335,817	547,574	
Church Major Repairs Fund	224,290		
Subtotal	*560,107*	*547,574*	
Total	**609,399**	**595,763**	

3 In addition to the Perpetual Endowments, the PCC has a number of **Restricted Funds** holding money which can only be used for specified purposes. During the year the PCC decided that from 2025 the costs of routine repairs and maintenance of the church building will be paid from the General Fund, whilst major repairs will be paid from the new Church Major Repairs Fund. Consequently, the Fabric Fund is no longer required and has been closed. The Altar Frontal Fund was set up to hold the donations towards the new Altar frontals which have now been purchased. Accordingly that Fund also is now closed.

2024	**Bal B/fwd**	**Receipts**	**Payments**	**Transfer**	**Bal C/fwd**
	£	**£**	**£**	**£**	**£**
Restricted funds				-	
Fabric Fund (now closed)	0	1,492	9,362	7,871	0
Organ Fund	24,064	1,319	3,500	-	21,883
Major Programme Fund	1,161	202,525	208,283	0	-4,597
Altar Frontal Fund (now closed)	-	3,834	3,834	-	0
Grants Fund	2,761	8,249		-2,300	8,710
Total	27,986	217,418	224,979	5,571	25,996

The **Organ** Fund consists of a legacy and donations which can only be used for the refubishment of the organ.
The **Major Programme Fund** (previously the Project Fund) shows the transactions relating to the current "Phase 1" Project. A more detailed account is shown below
The **Grants** Fund holds grants received for specific purposes but not yet spent.

The PCC has set up two (now three) **Designated Funds.**

The **Hall** Fund holds the income from lettings and meets the running costs of the Church Hall with the accumulated surplus retained for major works on the hall.

The **Development** Fund was used to fund projects to develop the mission and ministry of the church as well as the repair and maintenance of the church buildin
Its role is now focussed on developmental projects whilst major repairs to the church building are funded from the **Church Major Repairs Fund.**

Major Programme Fund 2024		£
Receipts		
NLHF grant		143,850
VAT grant		18,118
Other grants		33,000
Donations for benches		7,556
Total receipts		**202,525**
Payments	£	
Building work	118,301	
Landscaping work	73,346	
Heritage activities	1,343	
Professional fees	15,293	
Total payments		**208,283**
Excess of payments over receipts		-5,758
Balance brought forward		1,161
Balance carried forward		**-4,597**

4 Further Analysis of Receipts and Payments

	Unrestricted Fund General	Designated Funds Hall (note 3)	Designated Funds Development (note 3)	Restricted Funds (note 2)	Total 2024	Total 2023
	£	£	£	£	£	£
Receipts						
a. Other giving						
Donations	1,403				1,403	2,547
Special Appeals				11,390	11,390	-
Legacies						
	1,403	-	-	11,390	12,794	2,547
b. Activities for generating funds						
Fundraising	3,378				3,378	3,341
Hire charges	10,734				10,734	6,230
	14,112		-	-	14,112	9,571
c. Investment Income						
Dividends on CBF Funds	660		15,200	677	16,538	15,454
Bank and Deposit Fund interest	2,707			1,264	3,972	2,233
	3,368	-	15,200	1,942	20,509	17,687
d. Church Activities						
Parochial fees	331				331	1,936
and charges						-
Jubilatte Café	4,779				4,779	3,914
Tots & Tinies	627				627	504
Hall lettings		26,085			26,085	18,686
	5,737	26,085	-	-	31,822	25,040
Payments						
e. Church running expenses:						
Organ, music sound system	1,384				1,384	2,657
Administration costs	1,844				1,844	3,618
Cleaning costs	2,672				2,672	0
Church repairs and maintenance				3,312	3,312	1,920
Insurance	3,050				3,050	2,950
Church utility bills	5,873				5,873	7,227
Upkeep of services	890			3,834	4,724	966
Hall runnings costs		7,072			7,072	10,593
	15,713	7,072	-	7,146	29,932	29,931
f. Major capital expenditure						
Church building				6,050	6,050	8,046
Major Development Programme				208,283	208,283	14,282
Organ refurbishment				3,500	3,500	
Church hall		1,096			1,096	1,840
	-	1,096	-	217,833	218,928	24,168

Annex 1

St. John's Budget 2025	**2025**	2024
General Fund		
Income		
Planned Giving	32,500	32,000
Service Collections	2,000	2,000
Donations	2,000	2,000
Coffee Donations	1,250	1,250
Gift Aid Recovered	9,000	8,000
Fund-raising	4,000	3,000
Church Room Charges	7,000	6,000
Parochial Fees and Charges	900	1,000
Interest and Dividends	1,000	1,000
Tots & Tinies	550	500
Café takings	4,400	4,000
Transfer - Church Fabric income	700	0
Total receipts	**65,300**	**60,750**
Expenditure		
The Share	47,552	44,625
Clergy Expenses and staff costs	4,300	4,100
Mission and evangelism	1,200	1,200
Insurance	3,100	3,100
Administration	1,200	1,000
Cleaning	3,300	3,300
Upkeep of services	1,200	1,200
Organ, sound system, music	1,800	1,800
Energy and water	6,300	5,000
Fundraising costs	600	300
Café supplies	1,400	1,400
Repairs and maintenance	3,000	0
Total payments	**74,952**	**67,025**
General Fund deficit	**-9,652**	**-6,275**
Release of grant	0	2,750
General Fund net deficit	**-9,652**	**-3,525**

St John's Moulsham: Budget for 2025

	2025	2024
Hall Fund		
Receipts - lettings	20,000	17,000
Payments		
Running and maintenance costs	10,000	10,000
Major repairs	10,000	7,000
Surplus	**0**	**0**
Development Fund (Income)		
Receipts		
Dividends	9,300	15,500
Payments		
Projects (Café/MPT)	0	2,500
Provision for Church Fabric repairs	0	2,300
Major repairs	0	
Surplus	**9,300**	**10,700**
Church Major Repairs Fund (Income) (new)		
Receipts		
Dividends	6,300	
Payments		
Major repairs	0	
Surplus	**6,300**	

Annex 2

Cramphorn (St. John's) Charity

The charity provides relief to the poor of Moulsham.

The Trustees are the Vicar and Churchwardens of St John's Church - Revd Hannah Robinson (Priest-in-Charge until 31st March 2025), William May (Churchwarden) and Nanette Wright (Churchwarden).

Perpetual endowments left by Colonel Cramphorn (as well as John Pollard and Henry Guy) are invested in the CBF Church of England Investment Fund which generates income available to make grants. One grant was made during the year.
The Trustees are planning to extend the activities of the Charity.

Will May and Nanette Wright
Trustees
April 2025

Receipts and Payments Account for the year to 31st December 2024	2024	2023
Receipts		
Interest received	192	112
Investment income	940	926
Other receipts	0	70
	1133	**1108**
Payments		
Grants	64	0
Administration	0	7
Surplus of receipts over payments	**1069**	**1101**
Opening balance as at 1 January	7,060	5,959
Cashflow	1069	1101
Closing balance at 31 December	**8,128**	**7,060**

Statement of assets and liabilities as at 31 December 2024

Monetary assets		
Current and deposit account	8128	7,060
Perpetual endowment		
CBF Church of England Investment Fund	34650	33,875
Liabilities		
None		
Total net assets	**42,779**	**40,935**