

*St. Martin's Church, Chipping Ongar
with
St. Peter's Church, Shelley*

www.stmartinongar.org.uk

**ANNUAL REPORT
and
FINANCIAL STATEMENTS
of the
PAROCHIAL CHURCH COUNCIL
for the year ended 31st December 2021
to be presented at the Annual Parochial Church
Meeting of
the Parish of Chipping Ongar with Shelley, to be held
on
Sunday 24th April 2022 at 12 noon
in St. Martin's Church**

Incumbent: Reverend Noelle Taylor

AGENDA for the Meeting of the Parishioners

Opening Prayers

1. Apologies for absence
2. Minutes of the Meeting of the Parishioners held on Monday 26th April
2021 ... signing and dating of the Minutes by Incumbent
3. Election of Churchwardens
4. Any other business

AGENDA for the Annual Parochial Church Meeting

1. Apologies for absence
2. Minutes of the APCM held on Monday 26th April 2021
3. Matters Arising ... signing and dating of the Minutes by Incumbent
4. Electoral Roll Report – Revision 3
5. a) Election of Deanery Synod Representative
b) Election of the Parochial Church Council
6. Approval of the 2021 Accounts
7. Appointment of an Independent Examiner
8. Reports: Annual Report of the PCC
Fabric Report
Deanery Synod Report
Other Reports
9. The Rector's Slot
10. Any other matters of Parochial or general Church interest.
(If possible, please advise the Chairperson prior to the commencement of the APCM).

PLEASE NOTE:

There will be a short meeting following the APCM for all PCC members to enable Officers to be elected.

Parish of Chipping Ongar with Shelley

Minutes of the Annual Meeting of Parishioners and Annual Parochial Church Meeting held on Sunday 26th April 2021 at 8.00pm via ZOOM

The meetings opened with prayer.

Annual Meeting of Parishioners (AMP)

Present: Revd. Noelle Taylor and 18 parishioners.

1. **Apologies for absence:** Apologies received from Rev. Jane Quinton
2. **Minutes of the Meeting of Parishioners dated 25.10.2020.** The minutes having been circulated were accepted by the meeting as a correct record and signed by Rev. Noelle Taylor.
3. **Election of Churchwardens:** Nomination papers had been received proposing and seconding **Jill Bowtle** and **Paul Taylor** as Churchwardens. There being no further nominations they were declared elected. Revd. Noelle Taylor thanked them for their hard work over the last year particularly with the difficulties of the pandemic increasing their workload.

There being no other business, the meeting of the Parishioners was closed.

Annual Parochial Church Meeting (APCM)

1. **Apologies for Absence:** Apologies received from Rev Jane Quinton
2. **Minutes of the APCM dated 25.10.2020:** The minutes having been circulated were accepted by the meeting as a correct record and signed by Rev Noelle Taylor.
3. **Matters Arising:** None.
4. **Electoral Roll Report – Revision 2:** There were no changes to the roll from last year so it remains at 65 (2020 65) with 43 resident and 22 non-resident. Sue King, our Electoral Roll Officer, was thanked for her work.
5. **Election of Parochial Church Council Representatives:** By previous resolutions we are allowed 12 elected PCC representatives and our LLM is ex-officio. 5 members have to stand down this year, under the rotation rules, so there are 7 places available. Roger King advised that he would not be standing again this year, although he was happy to continue some of the many other tasks he fulfils. Roger was thanked for his long, loyal and dedicated service on the PCC, including his time as Churchwarden and deputy Chairperson. Nominations had been received proposing and seconding **Andrew Bowtle**, **Rita Osborne** and **Peter Richardson** There being no further nominations, for the 7 places available, they were duly elected.

Deanery Synod Representatives for 2021 are: -
Shirley Dudeney
Andrew Hardy

Elected PCC members for 2021 are:-

Andrew Bowtle (elected 2021)
Vivienne Chant (elected 2020)
Peter Dudeney (elected 2019)
Sue King (elected 2019)
Rita Osborne (elected 2021)
Peter Richardson (elected 2021)
Diane Stratton (elected 2019)
David Sweeting (elected 2020)

6. **Approval of the 2020 accounts:** Vivienne Chant (Treasurer) was asked to speak to the accounts. These had been issued within the reports booklet and examined, without issue, by Derek Smith, our Independent Examiner, to whom we record our thanks. Questions were invited and there was clarification asked regarding the fundraising figures. The treasurer explained that the sponsorship of the calendars was shown as tax efficient giving so distorted the fundraising income figure in the accounts; note 5 of the accounts shows the adjusted position. The Rector asked about our financial position in 2021 given that we ended with a £3,268 reduction in our General Account balance in 2020. The treasurer reported that there had been some generous donations and regular giving adjustments following the letter that had gone out in January 2021 which had helped the situation. The treasurer was also grateful to those who had changed their method of giving to reduce the amount of cash being handled. There being no further questions, the accounts were accepted unanimously by the meeting. A vote of thanks was given to the Treasurer for her hard work throughout the year and the production of the annual accounts.
7. **Appointment of the Independent Examiner:** Vivienne Chant advised that Derek Smith was willing to undertake this work and proposed his appointment. Seconded Paul Taylor, the meeting unanimously appointed Derek Smith as our Independent examiner.
8. **Reports:** The reports had been circulated before the meeting and questions were invited. Nothing was raised on any of the reports.
9. **The Rector's slot:**
 - **Numbers:** Whilst preparing for the meetings, it was apparent that our numbers of those serving in various rolls e.g. sidespersons, was diminishing and with the churches reopening they may need to serve more frequently. We may also have problems with a coffee rota and certainly there is a shortage of cleaners. Gill Richardson advised that she is handing organisation of the cleaning rota over to Lisa Wickstead, so any names could be passed to her. It may be that there are things that we cannot take up again. We need to be praying that we can continue to be a presence in Ongar and pray for new people to join us; inviting neighbours or friends to come to church with us, an opportunity they may just be waiting for.
 - **Mission and Ministry Unit (MMU):** The Rector advised that she is currently overseeing the 8 parishes of Rev Chris Hawkins who is on long term sick leave. Jane is also at the end of her Curacy so will be leaving us at the end of May. Rev Liz Horwell is taking on the relaunch of the One Big Family for All service at 10.30am on the 1st Sunday of the month and the

3rd Sunday of the month will now be a non-communion service may not be priest led. This begins to show the reality of the MMU having to reduce to 2 stipendiary posts (plus House for Duty and LLM's) so the PCC will be discussing how best to resource the MMU including one option for the clergy in the MMU becoming one Team Ministry. The MMU will also need to consider the 18 church buildings which cover a population of only 14000, so the PCC will again need to make a decision on St Peter's church building.

- **Porch Pantry:** A question was raised about the possible misuse of the Porch Pantry and whether provision should be left to the Foodbank now operating in the church rooms. The general consensus was that we cannot judge individual circumstances but there is certainly a great need in Ongar, which the Foodbank cannot respond to immediately, so we must continue to provide emergency provisions in the porch in faith that it is going to those in most need. This is a demonstration of our faith in action and the love and generosity of God. The meeting wanted to record our thanks to Val Young and her husband for the excellent work they do in organising and controlling the resources for the pantry.

10. **Any other business:** None

The meeting was closed with prayer at 20.48

Parish of Chipping Ongar with Shelley

ST. MARTIN'S CHURCH, CHIPPING ONGAR AND ST. PETER'S CHURCH, SHELLEY ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR THE YEAR ENDED 31st DECEMBER 2021

Administrative information:

St. Martin's Church is situated in St. Martin's Mews just off the High Street, Chipping Ongar (Grid Ref TL 553 029). St. Peter's Church, Shelley is situated adjacent to Shelley Hall, Ongar (Grid Ref TL 555 051). The correspondence address is The Rectory, Shakletons, Ongar, Essex CM5 9AT.

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

The PCC members who have served from 1st January 2021 until the date of this Report were approved as follows:

Ex-officio members:

<i>Incumbent:</i>	The Revd. Noelle Taylor	Chairman
<i>Curate:</i>	The Revd. Jane Quinton	to 23.05.2021
<i>Licensed Lay Minister:</i>	Shirley Dudeney	

<i>Churchwardens:</i>	Paul Taylor	(re-elected 26.04.2021)
	Jill Bowtle	(re-elected 26.04.2021)

<i>Deanery Synod</i>	Shirley Dudeney	(re-elected 25.10.2020)
<i>Representatives:</i>	Andrew Hardy	to 02.07.21

Elected Members:

<i>Vice Chairman:</i>	Shirley Dudeney	ex-officio
<i>PCC Secretary:</i>	Paul Taylor	ex-officio
<i>Treasurer:</i>	Vivienne Chant	(re-elected 25.10.2020)
	Andrew Bowtle	(elected 26.04.2021)
	Peter Dudeney	(elected 14.04.2019)
	Sue King	(re-elected 14.04.2019)
	Rita Osborne	(re-elected 26.04.2021)
	Peter Richardson	(elected 26.04.2021)
	Diane Stratton	(re-elected 14.04.2019)
	David Sweeting	(elected 25.10.2020)

Structure, governance and management:

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and to stand for election to the PCC. The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how funds of the PCC are spent. New members are encouraged to attend PCC

Training days organized by the diocese. The PCC met seven times during the year and all, with the exception of the November meeting, being held on-line using ZOOM, due to the Covid situation. The level of attendance was very good.

Objectives and activities:

The PCC has the responsibility of co-operating with the Incumbent, in promoting in the ecclesiastical Parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. Our vision statement is "To be a growing church, God's gift to the community" We try to enable people to live out their faith as part of our parish community through worship and prayer, learning about the Gospel, providing pastoral care for people living in the parish and outreach work. To facilitate this work we maintain the fabric of our churches and the Church Rooms in Castle Street, Ongar.

Much of the normal activity of the church was curtailed due to the on-going corona virus pandemic, although it was possible to re-open the church and start services in a cautious way from Palm Sunday. The PCC continued with the Porch Pantry recognizing the need there was in the community during this difficult time. Negotiations also continued with Epping Forest Food Bank, which resulted in them being given space in the Church Rooms to open an Ongar Foodbank on a Thursday Morning. Later in the year Ongar Town Council was given the opportunity to run an Ongar Games and Puzzle Club, concurrently with the Foodbank, to help those suffering from isolation due to the pandemic. An additional meeting of the PCC was called in March for the Archdeacon to make a presentation on "Deployment and Sustainability in the Archdeaconry of Harlow" explaining the financial problems the Diocese had which would require a reduction in the number of stipendiary clergy in the diocese, including our own Mission and Ministry Unit (MMU). This led to the PCC discussing, at further meetings, the question of how we resource ministry in our MMU. One suggestion, which seemed to have merit, was establishing a Team Ministry for the whole MMU, which continues to be explored. The other main discussion in the PCC was the future of St Peter's, which included a visit from Nathan Whitehead from the Diocese to explain the process of closing a church building. A final decision on St Peter's is scheduled for early 2022.

Safeguarding children and vulnerable adults:

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults).

Achievements and Performance:

Ministry Team:

Our rector, Rev Noelle Taylor additionally took on oversight of two neighboring benefices for most of the year, as their incumbent went off on long term sickness. Our Curate, Rev Jane Quinton, completed her training in May and left to work in another part of the diocese. However, in December she was appointed as Associate Priest, for a 6-month period, to help with the resourcing of the MMU. We are grateful to Rev. Liz Horwell who continues to assist when needed and has taken on our monthly One Big Family for All services.

Electoral Roll:

The revision of the Electoral Roll in 2021 resulted in a roll of 65 members (Resident 43, Non-resident 22). This was the same as the previous year.

Church Attendance:

At St. Martin's, there were 2 baptisms, 7 funerals and 2 memorial services in church. As last year, the pandemic meant that church buildings were closed and most services were on-line until Palm Sunday. After re-opening the attendance has generally been one third down on previous years and significantly less at the Christmas Services. We do however continue to run an 8.00am on-line BCP Common Prayer service on Sundays which has an average attendance of 9 which could account for some of the reduction. Our total Worshipping Community fell to 91 (2020 106).

At St. Peter's, there was 1 funeral. Due to the pandemic and clergy resources, there was only a Carol Service run at St. Peter's.

Financial Review:

The unrestricted General Fund is used to support our day to day ministry to the parish. Total receipts were £55,595 about two-thirds of which are free-will offerings from members of the congregation. These and other donations enable us to claim Gift Aid which this year amounted £8,408. The balance of receipts come from; fund raising, fees for weddings and funerals and general donations. We continue to encourage people to either give through the Parish Giving Scheme or to make payments by standing order into our bank account to assist in cash flow and recording.

Total payments from the General Fund were £54,540. A large proportion of this spend is the Parish Share (£47,363) which is our contribution to the wider church costs of providing stipends for our paid clergy, housing, and support and training for the work of ministry in the whole of the diocese, including our own parish. Other significant payments are the maintenance and running costs of St. Martin's and St. Peter's Churches.

The net result for the year was an excess of income over receipts of £1,055 leaving a balance of £4,178 to be carried forward into 2022.

The General Fund and our other Funds are fully detailed in the Financial Statements section of these Reports.

The PCC continues to review all aspects of our finance and stewardship to enable our continuing ministry to the parish. We recognize that certain elements of our income have suffered this year due to the closure of the church buildings and the restrictions on running fund raising events, but our members have been very generous in giving additional donations which have supported our financial situation. However we are also aware that with falling numbers, significantly increased energy prices and minimal use of the Church Rooms our financial situation will be very challenging next year.

Signed

Dated

**Independent Examiner's Report to the PCC of
St Martin's, Chipping Ongar, with St Peter's, Shelley.**

This report on the accounts of the PCC for the year ended 31 December 2021 is in respect of an examination carried out in accordance with general Directions given by the Charity Commission.

Respective responsibilities of trustees and examiner

As members of the PCC you are responsible for the preparation of the accounts. You consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- a. examine the accounts under section 145 of the Charities Act,
- b. follow the procedures laid down by the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- c. to state whether particular matters have come to my attention.

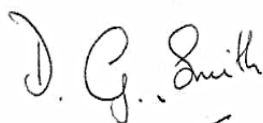
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. The examination includes a review of the accounting records kept by the PCC, and a comparison of the accounts with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - a. to keep accounting records in accordance with section 130 of the Charities Act; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Derek G Smith BA FCA FIMC
12 Meeson Meadows
Maldon
Essex
CM9 6YS
17th March 2022

ST MARTIN'S CHIPPING ONGAR WITH ST PETER'S SHELLEY
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

GENERAL FUND
RECEIPTS

	2021	2021	2020	2020
	£	£	£	£
RECEIPTS				
<u>Incoming resources from donors</u>				
Gift Aided Donations	35,822		30,751	
Tax refund & Gift Aid on Small Donations	8,408		9,311	
Other tax efficient giving	4,350		4,935	
Other planned giving	2,600		2,705	
Church collections	476		702	
		51,656		48,404
<u>Other voluntary incoming resources</u>				
Fundraising	1,353		1,633	
General donations (includes donations for Church Guides)	1,448		1,993	
		2,801		3,626
<u>Fees</u>				
Parish	958		869	
		958		869
<u>Other income</u>				
Ongar King's Trust (see note 6)	0		2,560	
Magazine sales	0		612	
Bookstall sales	0		80	
Interest	3		17	
Easyfundraising	177		172	
		180		3,441
Total receipts	£	55,595	£	56,340

(A)

**GENERAL FUND
PAYMENTS**

PAYMENTS	2021 £	2021 £	2020 £	2020 £
<u>Church and services</u>				
Altar requisites	153		24	
Heat, light & water	1,532		2,410	
Insurance	3,283		3,219	
Organists	0		425	
Repairs & maintenance of churches & churchyard	1,121		1,154	
		6,089		7,232
<u>Other parish expenses</u>				
Stationery, printing & postage	21		13	
Rector's telephone	0		247	
Rector's travel expenses	0		72	
Rector's expenses	0		3	
Curate's expenses	0		176	
Affiliation fees and licences	504		583	
Fundraising expenses	100		1,360	
Costs of online/credit card giving	15		20	
Magazine costs	0		123	
Bookstall costs	0		61	
Church Suite, data management system	414		422	
Miscellaneous	24		75	
		1,078		3,155
<u>Payments outside parish</u>				
Parish Share	47,363		49,211	
Missions & charities	10		10	
		47,373		49,221
Total payments	(B)	£ 54,540		£ 59,608

GENERAL FUND ASSETS AS AT 31 DECEMBER 2021

Surplus (Deficit) of receipts and payments (A)-(B)	1,055	(3,268)
Cash & bank deposits as at 1 January 2021	3,123	6,391
Cash & bank deposits as at 31 December 2021	£ 4,178	£ 3,123

**CHURCHES FABRIC FUND
DESIGNATED FUND**

	2021	2021	2020	2020
	£	£	£	£
Receipts				
Donations	800		0	
Donations for use at St Peter's *	100		100	
Interest	6		51	
	(A) <u> </u>	906	<u> </u>	151
Payments				
Repairs & maintenance	1,100		587	
	(B) <u> </u>	1,100	<u> </u>	587
(Deficit) of receipts and payments (A) - (B)		(194)		(436)
Balance as at 1 January 2021		18,927		19,363
Balance as at 31 December 2021 *		£ <u>18,733</u>		£ <u>18,927</u>

**CHURCH FABRIC FUNDS ASSETS
AS AT 31 DECEMBER 2021**

	£	£
Assets		
Bank accounts	18,733	18,927
	£ <u>18,733</u>	£ <u>18,927</u>

* Note - Included within this designated fund are some restricted funds amounting to £671 in respect of St Peter's and £1,010 in respect of St Martin's

**ST MARTIN'S CHURCH ROOMS TRADING ACCOUNT
DESIGNATED FUND**

	2021 £	2021 £	2020 £	2020 £
Receipts				
Total lettings & donations	21		542	
	(A)	21		542
Payments				
Heat, light & water	580		666	
Insurance	873		855	
Cleaning - contract	126		160	
Repairs & maintenance	310		347	
Stationery & miscellaneous purchases	0		38	
	(B)	1,889		2,066
Trading Surplus (Deficit) (A)-(B)		(1,868)		(1,524)
Balance as at 1 January 2021		5,642		7,166
Balance as at 31 December 2021		<u>£ 3,774</u>		<u>£ 5,642</u>

**CHURCH ROOMS TRADING ACCOUNT ASSETS
AS AT 31 DECEMBER 2021**

Assets			
Bank accounts	£	<u>3,774</u>	£ <u>5,642</u>

**CHURCH ROOMS GRANT ACCOUNT - RESTRICTED
ASSETS AS AT 31ST DECEMBER 2021**

	2021	2020
Assets		
Bank account	£ <u>752</u>	£ <u>752</u>

**MISSION AND MINISTRY FUND
DESIGNATED FUND**

	2021	2021	2020	2020
	£	£	£	£
Receipts				
Special Collections	551		464	
Donations	500		0	
Sainsburys Neighbourly Grant	500		0	
	(A)	<u>1,551</u>	<u>464</u>	
Payments				
Missions & charities	577		321	
Porch Pantry	307		0	
	(B)	<u>884</u>	<u>321</u>	
Surplus of receipts and payments (A) - (B)		667		143
Balance as at 1 January 2021		1,102		959
Balance as at 31 December 2021 *		<u>£ 1,769</u>		<u>£ 1,102</u>

**MISSION AND MINISTRY FUND
AS AT 31 DECEMBER 2021**

	£	£
Assets		
Bank accounts	<u>1,769</u>	<u>1,102</u>
	<u>£ 1,769</u>	<u>£ 1,102</u>

* Note - Included within this designated fund are some restricted funds amounting to £362 collected for Compassion payments in 2022 & £500 grant for Porch Pantry

**ORGAN RESTORATION ACCOUNT
RESTRICTED FUND**

	2021	2021	2020	2020
	£	£	£	£
Receipts				
(A)	_____	0	_____	0
Payments				
Organ tuning	310		302	
(B)	_____	310	_____	302
(Deficit) of receipts over payments (A) - (B)		(310)		(302)
Balance as at 1 January 2021		4,196		4,498
Balance as at 31 December 2021		£ <u>3,886</u>		£ <u>4,196</u>

**ORGAN RESTORATION ACCOUNT ASSETS
AS AT 31 DECEMBER 2021**

Assets		
Bank accounts	£ <u>3,886</u>	£ <u>4,196</u>

MISSION TO CHILDREN ACCOUNT - DESIGNATED FUND

	2021	2021	2020	2020
	£	£	£	£
Receipts	0			
(A)	_____	0	_____	0
Payments				
Laptops for Ongar Academy	909		0	
(B)	_____	909	_____	0
(Deficit) of receipts over payments (A) - (B)		(909)		0
Balance as at 1 January 2019		1,210		1,210
Balance as at 31 December 2019		£ <u>301</u>		£ <u>1,210</u>

MISSION TO CHILDREN ACCOUNT ASSETS AS AT 31 DECEMBER 2021

Assets		2021		2020
Bank accounts		£ <u>301</u>		£ <u>1,210</u>

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2021

	General Account	Fabric Funds	Church Rooms	Church Rooms Grants	Mission & Ministry	Organ Fund	Mission to Children	2021 Total	2020 Total
Assets									
Current accounts	1,140		3,258					4,398	6,133
Business Saver account	3,005	10,595	516	752	1,769	63	301	17,001	16,508
CBF deposit account		8,138				3,823		11,961	11,955
Cash in hand	33							33	356
2021	£ 4,178	£ 18,733	£ 3,774	£ 752	£ 1,769	£ 3,886	£ 301	£ 33,393	£ 34,952
2020	£3,123	£18,927	£5,642	£752	£1,102	£4,196	£1,210	£34,952	

The following assets are recognised but not stated in the statement of Assets and Liabilities:

- Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.
- Land and buildings held on behalf of the PCC.
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.
- Amounts owing from HMRC where a formal claim has been made.
- Any other amounts owing to the PCC including church hall furniture and insurance claims.

Changing bank balances as shown in the receipts and payment account.

The following liabilities are recognised in the Statement of Assets and Liabilities:

- Any loans or overdrafts advanced to the PCC.
- Any arrears of Diocesan Grants or Parish Grants.
- Credits for goods or services where the supply has been received and invoiced by December 31.

3. The tax refund and Gift Aid on Small Donations (GARDs) amounting to £4,408 received in the year and included in the General Fund computer tax returns amounting to £3,078 in relation to 2020 (Gift Aided donations £118 in relation to GARDs and £4,811 in relation to donations made through the Parish Giving Scheme). Comparable figures for the year to 31 December 2020 are £3,922, £1,324 and £4,052 respectively – a total of £9,311. The tax to be refunded on Gift Aided donations in the year to 31 December 2021, together in the year to 31 December 2022, will be £4,201 as against the year's total of £3,678.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

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

The PCC is a charity excepted from registration with the Charity Commission at this time.

Funds

General funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other church groups that owe an affiliation to another body, nor those that are informal gatherings of church members.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

Statement of Assets and Liabilities

The following assets are recognised but not valued in the Statement of Assets and Liabilities:

- Movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.
- Land and buildings held on behalf of the PCC.
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.
- Amounts owing from HMRC where a formal claim has been made.
- Any other amounts owing to the PCC including church hall lettings and insurance claims.

Closing bank balances as shown in the receipts and payment account.

The following liabilities are recognised in the Statement of Assets and Liabilities:

- Any loans or overdrafts advanced to the PCC.
- Any arrears of Diocesan Quota or Parish Share.
- Creditors for goods or services where the supply has been received and invoiced by December 31.

2. The tax refund and Gift Aid on Small Donations (GASDS) amounting to £8,408 received in the year and included in the General Fund comprise tax refunds amounting to £3,678 in relation to 2020 Gift Aided donations, £118 in relation to GASDS and £4,612 in relation to donations made through the Parish Giving Scheme. Comparable figures for the year to 31 December 2020 are £3,922, £1,334 and £4,055 respectively – a total of £9,311. The tax to be refunded on Gift Aided donations in the year to 31 December 2021, receivable in the year to 31 December 2022, will be £4,501 as against this year's total of £3,678.

3. Total fundraising income (net of expenses) in the year amounted to £1,430 (2020: £1,786) and was as follows:

General Account	£
2021 Calendar	110
Christmas Craft Market	670
Cinema Evening	67
Plant Sale	266
Sale of preserves	140
Easyfundraising	177
TOTAL	£1,430

4. Missions and charities supported through church accounts were:

	£
Children's Society	241
Compassion	336
Friends of Chelmsford Cathedral	10
Porch Pantry	307
Computers for Schools	909
TOTAL	£1,803

5. Equipment purchased is fully written off in the year of acquisition.

6. The Ongar King's Charity grant of £1,644 for 2021 was not received until January 2022 and does not therefore appear in this year's receipts and payment accounts. The grant is paid towards the following:

- The relief of the elderly, vulnerable (such as young children or anyone with special needs) or hardship.
- The advancement of education.
- The advancement of religion.
- Other charitable purposes which are beneficial to the community.

7. The 2021 Parish Share of £47,363 was paid in full.

8. Of the monies donated/bequeathed with requests for it to be used at St Martin's Church, £1,010 remains. Of the monies donated/bequeathed with requests for it to be used at St Peter's Church, £671 remains. Both sums are retained within the Fabric Fund.

9. The total of funds held at 31 December 2021 was:

	£
Restricted Funds	7,181
Designated Funds	22,034
Unrestricted Funds for general purposes	4,178
TOTAL	£33,393

Vivienne Chant
Honorary Treasurer

REPORT FROM OUR RECTOR – Rev'd. Noelle Taylor

2021 continued the themes of profound change that started in 2020 as once more we had to deal with lockdown worship and find new ways of being a church community.

Personnel

As we finally started coming back to having services in church it was noticeable that our numbers had been significantly knocked by Covid and the lockdowns. We grieved the death of Bertram East, Daphne Hart, Andrew Hardy and Dawn John. We also mourned folk who had lingered on our prayer list for many years. Some people have not been able to return to “in person” worship due to the continued risk that Covid still presents.

This reduction in numbers presents its own challenges as we now have fewer people to fulfil the various roles and ministries involved in running a church well. Please speak to one of the church wardens if you feel you could help in this. Now is not the time to hold back as the few who are continuing to serve are beginning to creak with the strain!

At Pentecost we waved goodbye to our Curate, Rev. Jane Quinton, who had completed her training. She has been a real blessing to us all. She was given an interim post in Aldersbrook to support a minister there.

Technology

Who knew eighteen months ago how grateful we would be to modern technology for enabling us to continue communicating with one another even when we could not meet up physically.

WhatsApp became a truly useful tool and although not everyone is on the Church WhatsApp group (speak to Paul Taylor if you would like to be included) it has been a really helpful. We have been blessed with beautiful photos from Peter Dudeney, quirky cheering clips from various people and it has offered a way of building an even greater sense of supportive community.

PowerPoint and our Facebook page also proved to be worth their weight in gold and I was able to use the gifts of various members of our congregation to create a daily offering throughout Lent – I had never appreciated how much longer Lent was compared to Advent but it seems to have been well received.

Zoom – whilst not loved this has also been hugely useful for meetings of all kinds as well as worship.

Prayer

Neither the Prayer Hour nor Prayer Walking has been resurrected however we were grateful when we were eventually able to open both St. Martin's and St. Peter's for prayer – thank you those of you who open and shut both churches and slave away trying to keep the churches clean and a pleasant places to be.

Fellowship Group

A new Fellowship Group started in the Autumn. About half a dozen people attend and we are slowly reading through Mark's Gospel.

Services

We were so glad on Palm Sunday to be able to open St. Martin's once more for services but being able to worship in our buildings brought additional challenges as we have had to find ways of covering services not just for our little patch but also for Rev. Chris Hawkins' eight churches.

The extra organisation needed to manage these extra buildings helped clarify our thinking about the way forward for St. Peter's in the light of reducing numbers of clergy. PCC is currently waiting to see if the local community would be willing to take responsibility for the running of the building themselves.

Shirley Dudeney has continued to lead worship on Zoom for those who no longer feel able to attend in person, and numbers are building in this little congregation.

In person worship numbers are reduced (as they are in most areas of the country) and Christmas services at St. Peter's and St. Martin's were attended by about a 1/3rd of the usual numbers which with mounting numbers of Omicron cases was actually quite a relief.

Services are not yet as they were before Covid – we no longer are able to share the peace physically and although the common Communion cup returned briefly in the autumn, we had to go back to intincting wafers just before Christmas.

Being a gift to the community

The porch pantry has been running all year and is evidently meeting a need as the food has to be topped up regularly: grateful thanks to those who faithfully supply food for this and to Val Young who essentially runs this project for us.

The Foodbank and Games morning are still using the Church Rooms although with rising costs and declining rental income we will not be able to continue offering free accommodation to them in 2022.

Open church events

We resumed our film nights in the Autumn with a showing of 'Mary Poppins Returns' and were able to hold a Craft Market once more – it was good to start feeling that life was beginning to return to something that felt a bit more normal.

What next

Rev. Chris Hawkins has been off with stress for the last eighteen months and I needed to take September off as I too nearly cracked. This has contributed to a review by the area dean and archdeacon as to how this Mission and Ministry Unit (MMU) might best be organised as it is clearly not sustainable to reduce stipendiary numbers to only two full-time clergy. Rev Jane has been brought back for a six-month period to support the MMU clergy team but this is just a temporary fix. This conversation has become more pertinent as I decided I would have to retire after Easter having finally run out of energy.

I hope the vacancy will not be long as there is talk of bringing in an interim minister to oversee the possibilities of forming the MMU parishes into a Team Ministry. Whatever the future holds I would like to thank you all. Ministry here in Chipping Ongar has been a time of joy and I have relished being amongst a congregation who is both kind and able. You have been a blessing to me, and Paul and I will miss you all.

May God bless you richly ...

Noelle

CHURCHWARDENS' REPORT (including Fabric) - Jill Bowtle & Paul Taylor

FABRIC

We are again very grateful for the work of the Fabric Committee for all their efforts and time devoted to the upkeep of our churches. Their dedication and expertise is invaluable in keeping our historic buildings in good repair.

Due to COVID-19 and the restrictions on activity, work has again been limited but some progress has been made on the smaller jobs.

St. Martin's:

Notice Boards: The gloss-coat sealing the Board frame at St. Martins still needs to be attended to and will need to have better access. (This can be coupled with the Flagpole refurbishment work.)

Porch Roof: Only visual inspections are being carried out for the time being as there is no water ingress or further deterioration.

Choir and Priests Vestry-redecoration: We did start to clear some of the collected "rubbish" in preparation but the vestry is currently being used to store Porch Pantry stock, which has rather stopped further progress.

CCTV: Contractor has inspected the system and suggested an update on the power supply and a general maintenance which will be carried out early in 2022.

Organ: Routine tune carried out. Our tuner advises there is a tuning issue with the Great Trumpet which drifts out of tune very quickly. The solution would be to have the pipes revoiced, but it is an expensive procedure.

Chancel roof-lights: We had water ingress again which happens when there is heavy rain and strong winds, particularly when the leaves have begun to fall. A contractor has visited the site and concurs with the idea of sealing the windows and modification to help keep the window channels clear of leaves.

Miscellaneous: We have had the usual annual maintenance to the lightening conductors, fire extinguishers and gutters. The fabric group have carried out a number of tasks: clearing some rogue tree seedlings, removing the dead branch of a Cherry, repairing the Crib after last year's damage, updating the lamps in the chandelier fittings with LED lamps, replacing blown flood lamps around the church, cleaning the tiles in the chancel area, stabilising the choir pews and the usual preparations of the tree for "Light up a Life" and candles for the Christmas services.

It is worth mentioning that maintenance of the churchyard is the responsibility of the council and they have recently been contacted as there are a number of trees and bushes which need cutting back.

Church Rooms

The Rooms have been used by the Foodbank for most of the year but there have been very few groups restarted after closing for the pandemic. The Electrical work recommended in last year's inspection have been carried out. Plans to refurbish are on hold at present but the Fabric team have been keeping the weeds clear in the entrance area and had a work party to clear the side passageway.

St. Peter's:

Arch debris: No further movement or debris noticed.

Electrical work: Following an unsatisfactory electrical inspection in 2020, the contractor carried out the necessary work to bring the system up to satisfactory. He was also asked to replace any blown spotlights.

Pathways: As noted previously, the Front Approach is becoming very uneven and slippery when wet. Warning notices have been made and fitted on gates and along pathway to include the rear entrance.

Bin by entrance Gates: Cleared by Local Council after many requests but needs to be monitored by us because the council does not seem to carry this out at the moment.

Ashes Grave area: The 4x4 inch rail which has the bronze plates affixed to show the identity of plot occupancy is starting to rot and will need repair and reinforcing. It is suggested that we fix hard wood covers to this rail of suitable size and transfer the plates accordingly.

Miscellaneous: The Fabric team spent a morning clearing moss and ivy from the basement stairway in preparation for installation of the grille.

Faculties:

Basement stairway (St. Peter's)

A faculty for a grille restricting access to the stairway has been granted and installation should be completed early in 2022.

Cut back of Lime Tree (St. Martin's Churchyard)

BT Openreach requested the Lime tree be cut back to enable access to equipment on their pole. After the relevant permission from the EFDC Conservation Officer was obtained, a faculty was granted and the work carried out in July 2021.

Sidespersons and all our volunteers

We are again very grateful to those who offer themselves for the important ministry of a sidesperson, without whom we would struggle to keep the warm welcome to our church and the smooth running of services. We are always looking for people to join the team and share the load, so if you think this is something you might be able to offer, do please speak to one of us.

In addition, there are people doing lots of jobs week by week, often unnoticed, which also contribute so much to the life and care of our church, buildings and graveyards so we also take this opportunity to thank all of you. We pray that this is a blessing to you as it is to others.

DEANERY SYNOD – Shirley Dudeney

Due to C-19 there is nothing to report this year.

REPORT FROM OUR LICENSED LAY MINISTER – Shirley Dudeney

Due to personal reasons, I've not been able to be physically in church very often, but a chance conversation early in the year led to me leading a weekly on-line Sunday morning service using zoom. This has attracted others who like me, both from within our parish and from further afield, are unable for varying reasons to attend 'church in a building'.

Zoom was also the vehicle for a 5-week course between Easter and Pentecost when we looked in depth at the Gospel of the week and the *Alternative Preparation for celebrating the birth of Christ*, where we used various forms of Lectio to unlock passages of scripture and paintings associated with them.

Following the introduction of the Parish Newsletter, which is distributed electronically, I became aware of a number in our church community who didn't have an email address and who were therefore unable to receive it. This prompted me to start hand-delivering the Newsletter to them every month and this has often resulted in a welcome "catch-up" chat at the same time.

PRAYERLINE – Sue King

Having taken over this ministry from Julia Frost, it has been another very busy year for the Prayerline, with many requests for our prayers. Obviously the Prayerline system, through e-mails, works well in that we can very quickly set in motion immediate response for prayers for a variety of different situations. Equally, telephone calls suffice.

I try to follow through each month on the progress of the people we have been praying for, so that information on the Prayerline can be updated. We should remember there can be a variety of different situations and, if it is just a name that is given, our Lord God will know that person and their needs.

The Prayerline is especially suitable for short periods of concentrated prayer, for example, at times of crisis or when tests are being carried out and a diagnosis awaited.

Each month I send out an update of the progress of people currently on the Prayerline – often to give news of a steady recovery, but sometimes, sadly, to ask for prayers for the family and friends of a person who has departed. To enable me to keep up to date, I appreciate being told that a person's name can be removed due to their improved health.

Thank you so much for your prayers, love and support for a very important part of the ministry of our Church.

SERVERS – Sue King

Very little to report this year due to the continuing issues of Covid BUT we are still very much in need of new Servers. Being a Server is an important and rewarding part of the worship in our Church and there is now an extremely small team of three (sometimes four) who assist at both the 8 am and 10.30 am services and at Festivals such as Easter and Christmas.

It is a huge privilege to be a part of the serving team and to be alongside the Priest at the Eucharist is incredibly special. However, it is very apparent that we need more people on our team. Thorough training will be given, outside of a service situation, until you feel confident enough to shadow a server at a service. So, if you think you may be called to this Ministry, please pray about it, and have a word with me.

SACRISTAN - Sue King

As Sacristan it continues to be my privilege to serve God in a very practical way. My role as Sacristan includes the purchasing of Church supplies including candles, communion wine, wafers etc. as required during the year and to look after the Church linen at St. Martin's.

I also prepare the Rota, in association with our Rector, for the changing of the pulpit fall and robe colour in accordance with the Church seasons and festivals together with the preparation of the Rota for our Church services.

My thanks to Rita Osborne who very kindly carries out the weekly washing of small altar linen for which I am so very grateful.

THE MOTHERS' UNION – Sue King (Secretary)

We are seventeen in number and our Branch continues to be run by a Committee of five. As Secretary I keep members in touch with all Branch and Diocesan news via email.

During 2021 we continued to meet each month via Zoom with our DIY meetings which have been enjoyed by those who have attended. So, we will continue in this way until it is safe to meet once again in person.

MAKING MUSIC TOGETHER – Paul Taylor

2021 has been another challenging year for providing music for our services. During the first part of the year the church building was still closed, so our services continued on-line using Zoom, with recorded hymns. However, we have been blessed with St. Martin-in-the-Fields choral scholars providing weekly selections of hymns, appropriate for the readings, for churches to download, making the process a little easier. Even though the church re-opened for services at the end of March we were still not allowed to sing, so listening to recorded hymns continued. In July the Covid rules were relaxed, allowing congregational singing in churches, and we slowly introduced live singing back into our services. Unfortunately, Rae Camus, our organist, was initially unavailable and then not wanting to return full-time, so we are now without a permanent organist. Again, we have been blessed by the offer of Rev. Liz Horwell to play for us when she is available and we use recorded music when necessary. We do however need to look for a permanent organist, as Liz has other calls on her time. In October we restarted the singing group which meets on a Tuesday evening to practise the hymns and learn new music. We have an enjoyable time and hope we help lift the worship on a Sunday. We are very grateful to Emily Taylor who comes to accompany us on the piano. All are welcome, so if you are free and enjoy singing, please join us in the church at 6.45 pm for an hour.

CHURCH FLOWERS - Gill Richardson

Flowers were in church for Easter, Harvest and Christmas during the past year but due to Covid and, that I am the only person arranging flowers at the moment, we only had any further arrangements when there was a funeral, a memorial service, or a special birthday for the rest of the year.

I had help from Lisa Wickstead for Harvest and Christmas, for which I was very grateful, but would welcome any help from anyone who was able to do even a simple arrangement.

I would welcome any donations to the "flower fund" for Easter or for any personal arrangement that anyone wanted me to do

LEPROSY MISSION – Mary Roles

2021 has been another difficult year everywhere in the world because of the Covid pandemic and particularly difficult for the poorer countries of the world where the Leprosy Mission also have to contend with the problems of leprosy. There has also been political unrest growing in many of the countries supported by the Leprosy Mission including Myanmar, Northern Mozambique, in the north of Ethiopia and in Niger one of the poorest countries in the world with high cases of newly detected leprosy and disability.

Despite all this the Leprosy Mission supports many hospitals across Asia and Africa. In the past year the global pandemic has brought many unforeseen challenges and just like our NHS their medical teams have worked longer hours in different ways to continue to offer vital services. Sadly, several Leprosy Mission staff have died as a result of catching the covid virus.

As the Leprosy mission reminds us in one of its quarterly magazines, we are part of the Leprosy Mission family reaching out to people affected by leprosy across ten countries.

Through our support we are helping to end the transmission of leprosy by providing the cure, educating communities and supporting pioneering research into new treatments.

We are also helping to end leprosy related disability by providing self-care training, prosthetic limbs, physiotherapy etc. All of which allows people to regain their freedom and also prevents leprosy related disabilities from developing in the first place.

Along with their quarterly magazines they enclose a prayer diary for the next few weeks encouraging us to join them in prayers for all the work of the Leprosy Mission, for the staff in many different parts of the world and for the people that they are helping who have developed leprosy.

Please contact me, Mary Roles, 01277 363373, if you would like to be a supporter of the Leprosy Mission. I can provide you with a little red box to collect any small change that you have. Every little matters and it is vital that we try to carry on supporting the amazing work of the Leprosy Mission both with money and our prayers.

WEBSITE ADMINISTRATORS' REPORT – Nick Allen

No report received.

EVENTS COMMITTEE & CRAFT GROUP – Jill Bowtle

A small group of us form the Events Committee and 2021 was a challenging year. Due to the pandemic, we were not able to fundraise and hold events as we normally would.

However, we were able to hold a cinema night, showing “Mary Poppins Returns” in October and a Christmas craft market in Church in November.

Both events were well attended and with social distancing rules in place, we were able to raise much needed funds.

Thank you to all those involved in helping to put these events on.

The Craft Group were able to meet on two occasions and manufacture some Christmas stock to sell. They recycled some of the Church calendars that were made the following year into placemats and coasters. Also, some CDs into decorations.

SAFEGUARDING – Lisa Wickstead

Having taken over the role from Jenny Moss who had moved away and due to the Covid pandemic, my first eighteen months in this role have been mostly in name only.

But following three online training courses and a zoom workshop, I now have more of a grasp on what is expected and what the role entails.

I am currently in the process of updating the Safeguarding literature within St. Martin's and I will look to put appropriate contact details somewhere prominent in St. Peter's and will be attending a PCC meeting as the Safeguarding Officer is required to do so during this coming year.

I am also in the process of updating the DBS Register and whether current certificates are still valid. I am awaiting a response from the Diocese Safeguarding Team as I write.

I have had a recent meeting with Noelle about safeguarding and can report that no referrals have been made by me since my commencement as Safeguarding Officer.

HEALTH & SAFETY – Paul Taylor (Church Warden)

As no-one took on the role as Health & Safety officer, the responsibility fell on the Churchwardens.

- Health & Safety Policy documents for St. Martin's Church, St. Peter's Church and the Church Rooms were readopted by the new PCC at its May 2021 meeting.

- A series of risk assessments underpin the policy and guide users on the safe use of both churches and Church Rooms. Existing risk assessments have been reviewed and revised where necessary and are to be found on the Church files in Dropbox, or displayed in the Church or Church Rooms.
- The Churchwardens maintain a close scrutiny of the lockdown regulations and now incorporate Health and Safety issues, reviewing the requirements as necessary, reporting any changes to the PCC as and when necessary.
- There have been no reported accidents in the year.

SOUL FOOD – Rita Osborne

SOUL [Food] cards are beautifully designed; they invite people to sign up to receive free bite-sized thoughts straight to their mobile 'phone (via text or e-mail).

In moments of joy or grief a positive experience of Church can leave people more open to God and full of questions.

Experiences can quickly be forgotten as the busyness of life sets in. SOUL [Food] helps people take a small step in the journey of faith and finds points of connection with Church.

HOME GROUP – Rev'd. Jane Quinton

In the continuing disruption and uncertainty that Covid was bringing to our lives the beginning of 2021 seemed the ideal time to be concentrating on 'prayer' - knowing that God is our strength and fortress, and prayer the wonderful means He gives us to stay close to and strengthen our relationship with Him. And so, our home group re-gathered to look at Pete Grieg's '24/7 Prayer Course', to see how our prayer lives could be strengthened, and we could learn to listen to God, speak to Him, trust and draw on Him....

Because we were still unable to meet in person the 8-week course was run via Zoom, and though some of the previous members of the group were unable to join us, we were able to welcome some new faces 😊.

Although I still prefer meeting face-to-face, and despite having a few 'technical issues' (!), God is faithful, and blessed us through our time together.

WEIGHBRIDGE COURT – Shirley Dudeney LLM

Due to C-19 there is nothing to report this year.

FINCH COURT – Sue King

Due to C-19 there is nothing to report this year.

“COMPASSION” CHILD SPONSORSHIP - Elaine Jacobs

No Report this year.

CHURCH ROOM MANAGEMENT - Sue & Roger King

Due to Covid-19, as can be imagined, there is very little to report since the premises has been closed to the public for most of the year, though three groups returned when we reopened in September. Only one of those is a weekly hiring for one hour!



LOTTERY FUNDED

Due to lockdown and a shortage of income, no further inroads into the improvements to the premises have been made since our last report.

However, Epping Forest Food Bank does now operate out of the premises on a Thursday morning and a Puzzle Group has also started running alongside the Food Bank. No income is received from this since it is considered an outreach project for the community. Cupboards have been installed by the Food Bank in the Committee Room to store food stock at no charge to ourselves.

We would love new hirings, so please do encourage anyone you know who needs a venue to look on the St. Martin's Website or contact me and I will be very happy to show them around.

CHURCH CLEANING – Lisa Wickstead

By default, due to the Covid epidemic, I have taken responsibility for Church cleaning. Initially it was just with the very much appreciated help of Howard when required and I mainly concentrated on the disinfecting and anti-bacterial side of keeping the Church clean and more recently have been concentrating on smaller areas to clean thoroughly. With the assistance of two other pairs of volunteers, a cleaning rota has been agreed with the Church getting a deeper clean once a month during the third week of the month and I will continue to go in during the first week of the month to do a light clean and stock-take of cleaning products. Cleaning products have been sourced and paid for by myself which I am happy to continue doing.

VISION

To be a growing Church, God's gift to the community.

OUR MISSION STATEMENT

In the light of God's call and our situation here, our mission is:

to be a more evident presence in our community, witnessing to God's love for all;

**to be God's hands and feet within the Church and beyond through
worship and prayer;
listening and serving;
acceptance and welcome;**

**to be a people who are growing towards a closer relationship with God,
creation and each other.**

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