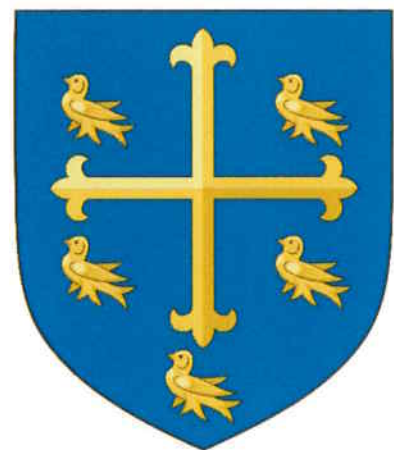




**St Edward the Confessor**  
The Parish Church of **Romford**  
[www.stedwardsromford.com](http://www.stedwardsromford.com)

**Annual Report and Financial Statements**  
for the year ended **31 December 2021**



The Parochial Church Council of the Ecclesiastical Parish of Romford

(Charity No. 1128998)

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Appendix 1: Agenda of the Annual Meeting 2022

Appendix 2: Draft Minutes of the Annual Meeting 2021

The Parish Church of the Blessed Virgin Mary and Saint Edward the Confessor (commonly called the Church of St Edward the Confessor, or St Edward's Church) is the sole place of worship in the Benefice and Parish of Romford. The parish is part of the Deanery of Havering, of the Archdeaconry of Barking, of the Barking episcopal area in the Diocese of Chelmsford, in the Church of England.

## Parochial Church Council

### Aims & Purposes

The Parochial Church Council (henceforth "PCC") has the responsibility of co-operating with the vicar (David Simpson), in promoting in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelistic, social and ecumenical. The PCC is a corporate body established by the Church of England, operating under the Parochial Church Council Powers Measure and structured, governed and managed in accordance with this and (until 1 January 2020) the Church Representation Rules 2017; it is also a charity registered with the Charity Commission, under the formal name "the Parochial Church Council of the Ecclesiastical Parish of Romford", and the registered charity number 1128998. All members of the PCC are trustees of the charity and are corporately responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent; they have had due regard to the Charity Commission's guidance under the Charities Act 2011 on public benefit when considering the Charity's objectives and activities.

The church's objectives and activities, achievements and performance are examined in the various annual reports following.

The PCC owns the curate's house.

St Edwards Parish Office: Church House  
Market Place  
Romford  
RM1 3AB  
office@stedwardsromford.com  
01708 744973

Incumbent: from March 2021: The Reverend David Simpson  
15 Oaklands Avenue  
Romford  
RM1 4DB

Honorary Treasurer: Martin Jordan

Bank: NatWest (Romford Town Centre Branch)  
10 South Street  
Romford  
RM1 1RD

Independent Examiner: K. T. Lee AMCA  
Mawney Accountancy  
1 Beech Street  
Romford  
RM7 7LA



Sue Ryan	elected 2019
Georgina Olaniyan	elected 2020
Natalie Stump	elected 2021
Aansan George	elected 2021
Paul Gambini	elected 2020 (resigned 2021)
Chris Enshaw	resigned April 2021

### **Committees of the PCC**

The Financial & Standing Committee of the PCC consists of the Vicar & Chair, the two churchwardens, the Hon. Treasurer and the assistant churchwardens.

The Financial Strategy Group is open to non-PCC members and we welcome anyone who would like to make a contribution towards new ideas for additional fundraising. The Group consists of the Vicar & Chair, the two churchwardens, the Hon. Treasurer, the Stewardship Administrator and a member of our congregation.

The Music Project Group is looking into the future of our music offering at St. Edward's. The Group consists of the Vicar & Chair, churchwarden, assistant churchwardens, the temporary Director of Music and temporary Assistant Director of Music.

Johanna Hardy  
Churchwarden and acting as temporary PCC Secretary



## Churchwarden's Report

At the time of writing this report, it has been nearly one year since Fr. David Simpson was inducted as vicar of St. Edward's. The journey from induction to present time has been a roller coaster ride as in the past year we have had to deal with the retirement and departure of a number of key people and the rebuilding of our church community and outreach while still in the middle of the on-going Covid-19 pandemic. As you churchwardens, we thank Fr. David for his hard work, commitment and passion to the work undertaken and to the undoubted further development in the life of the parish and community as we all move together with Fr. David during the coming years.

### Church Attendance

Church attendance has not yet recovered from the ongoing pandemic and average attendance on Sunday mornings is about 65% of pre-Covid levels. Our on line viewing remains popular, with between 200-300 views for our Sunday services. Until such time as all restrictions are lifted, we will not know how many parishioners will physically return to church, but we are hopeful that many will feel confident enough to return in 2022. Fr David has also started a number of initiatives to encourage new members to join.

### Volunteers

We rely very much on the hard work, dedication and goodwill of volunteers to keep this church open, to continue to make it look beautiful and to offer support to those who need it. This past year we have asked for offers of help with church sitting, brass cleaning and we are always looking for more sidespeople and people to help with refreshments. Those who feel called to participate more actively in the services may wish to consider becoming readers, intercessors or servers – your offer to become part of the team of volunteers at church will be greatly appreciated and is a fantastic way of getting to know other people.

### Fabric, goods and ornaments of the church

Routine maintenance has been carried out throughout the year on the gas boiler, the control panels for the church heating, fire extinguishers, fire alarm system, pest control, PAT testing, organ and piano tuning and the sound system.

In February 2021 we had a big leak in the toilet coming from the radiator that needed an emergency plumber to cap it off and remove it later.

The curate's house at 54 Parkside Avenue has been rented out commercially from July 2021 and before tenants could move in we had to organise a garden clean-up and a deep clean of all the carpets as well as some plumbing work to be carried out.

Works carried out / items purchased during 2021 included:

- Safety rail installed around the organ balcony
- CCTV system upgraded
- Live streaming/Recording/Communications
- Car Park security

## **CCTV**

We now have 5 cameras installed with one spare to be located externally by the West door. The system has the capacity to record 24/7 from all cameras, however we follow the guidance from the diocese and the system does not record any church service. Furthermore we are fully compliant with the Information Commissioner's Office, this has meant the old CCTV system had to be removed.

## **Car Park security**

The car park system was started just before Christmas and has been very successful at stopping unauthorized parking and has been well received by our business customers. The initial costs related to implementation have been covered by the use of paid permits.

## **Live streaming/Recording/Communications**

We have slowly and with great consideration changed and upgraded certain parts of the streaming system. This now allows us to use a projector and two large televisions for the school services to enhance their Christian experience. We have felt our audience deserves a constantly high quality service and as such have gone from streaming to recording the service. The recordings are then placed on to our website where we have more control over delivery of the content. This has resulted in a 1000% increase in website traffic.

We have requested Havering Council numerous times to cut the trees at the back of church, as some of the branches are (again) overhanging the vestry roof which means a lot of leaves clogging up the gutters. Havering Council have not carried out the work yet. They have a backlog of work to attend to following the pandemic and lockdowns. Similarly we are waiting to have the church gutters cleared but it seems to take much longer to get work done due to the pandemic.

We are conscious that there are a large number of outstanding repairs and maintenance items as per the 2020 Quinquennial report, specifically regarding the replacement of roof tiles, repairs to stonework and rainwater goods. The area round the West Door is particularly in need of attention. These are major projects which will involve scaffolding, site visits by the architect and DAC and careful planning. It will need a dedicated project manager to manage such works and draw up plans for most urgent repairs. Such repairs will require a lot more funds than are currently available, so in the years ahead we will need to concentrate our fundraising efforts to be able to carry out such works.

As churchwardens we would like to thank everyone for the help and support given to us throughout the year. It has been another very challenging year with the on-going pandemic and the last minute changes to government and/or church guidance as to what we can or cannot do in our church building. We thank Fr. David in particular for all his hard work in his first year at St. Edward's and his support to us as churchwardens.

*Johanna Hardy*

*Brian Sallery*

*Churchwardens*



## Music report

Jonathan Venner BEM ARAM – Director of Music

Parish Church of St Edward The Confessor, Romford from October 1974 to September 2021

Jonathan Venner brought his career as Musical Director of the choir of St Edward the Confessor church to an end in September after 47 years. He was appointed as organist and choirmaster in 1974 while still a student at the Royal Academy of Music. Inheriting a small all-male choir of boy trebles and men, he gradually built up the numbers, and set in place a rigorous programme of practices and training; the results were soon to be seen in the quality of singing at the regular Sung Eucharist and Choral Evensong services.

In the late 1970's St Edward's choir made the first of many cathedral visits, singing at Bury St Edmunds, Rochester and Canterbury and in later years visits to St Paul's Cathedral and Westminster Abbey in London.

It was not long before he persuaded the Vicar and the PCC to replace the elderly organ in the north transept with a new Walker organ in the west gallery, and organised much of the funding for this through the setting up of a series of subscription concerts. The organ's inaugural recital was on 23<sup>rd</sup> March 1979 given by the internationally renowned Czech organist and composer, Jiri Ropek.

Jonathan organised the first of many cathedral residential weeks to Wells in 1990 and then in alternate years they sang at Winchester, Norwich, Chichester, Gloucester, York Minster, Hereford, and St Patrick's and Christ Church Cathedral, Dublin.

Jonathan formed St Edward's Music Society in the 1980's and it gained charity status in 1991 with its main aim to widen the provision of music both within the church and the community at large. Jonathan formed St Edward's Singers as a performing group of the society and organised the annual choral concert where the church choir and singers joined forces to perform alongside professional soloists and orchestra in works such as Handel's Messiah and Coronation Anthems, Requiems by Faure, Durufle, Brahms and Mozart, Vivaldi's Gloria and many other major works. In addition, Jonathan instituted a regular series of high quality music recitals given by outstanding local performers from London and the east of England.

Over the years several commercial recordings were made in collaboration with Jonathan and Deborah's dear friend and colleague, Roderick Elms. These included performances such as Rutter's 'Magnificat' for chorus and orchestra as well as the commissioned work for St Edward's 300<sup>th</sup> Anniversary celebrations, Martin Neary 'O worship the Lord', and special dedications from Roderick including his two Michaelmas compositions for treble voices, oboe and piano, 'Crowns of Gold' and 'It came upon a Midnight Clear'.

In the mid 1990's, a girls' choir was formed and were soon holding their own singing services and taking part in concerts. Training for both girls and boys resulted in many of them receiving their Deans' or Bishops' awards from the Royal School of Church Music, and a number were accepted into cathedral choirs; Chris Moore and Paul Clay, as choristers, sang as finalists of the Rediffusion Chorister of the Year competition; William Waine gained a choral scholarship to Christ Church Cathedral, Oxford, and is now a professional singer in London; Jonathan's son, Matthew, gained a chorister award to Westminster Abbey and is now a Lay Vicar Choral at St Paul's Cathedral and one of the leading counter-tenors in the country.

To celebrate his 40<sup>th</sup> year as Director of Music, Jonathan organised two special services for the Patronal Festival in October 2014. The choir consisted of over 100 members, including 20 professional singers, thus enabling the singing of Tallis's wonderful 40 part motet, 'Spem

in Alium' as the anthem at evensong with a repeat performance at the reception that followed.

Jonathan's work was recognised in 2009 with the Mayor's Civic Award for his contribution to St Edward's and the community over 35 years. In 2015 he received the British Empire Medal from Her Majesty the Queen for services to music, and in 2019 he was awarded the honorary degree as an Associate of the Royal Academy of Music, London, in recognition of his outstanding contribution to the music profession as a whole.

At Jonathan's farewell Evensong on 19<sup>th</sup> September, he was presented with a special gift of a new anthem, 'A Shepherd's Carol' by the composer Alec Roth. The dedication to him reads: ***Commissioned by the Parish of St Edward the Confessor, Romford, to celebrate and give thanks for the faithful and inspirational service of Jonathan Venner as Director of Music, on the occasion of his retirement, September 2021.*** This was a fitting tribute on which to go out on; Jonathan's 47 years of commitment to music in St Edward's and beyond, and to those who benefited from, and were inspired by his leadership, cannot be praised too highly.

Jonathan Venner – January 2022

Andrew Morrisson was appointed Acting Director of Music from October 2021. He is assisted with chorister training by Claire Morrisson, and Stephen King from Brentwood Cathedral is engaged to play the organ for special services. Chris Webb has been contracted to assist with some administrative tasks and chorister training.

A number of choir members did not return to the choir following Jonathan Venner's retirement but several new choristers have been recruited and one former adult has returned to sing regularly. Choir recruitment is very challenging but by engaging additional voluntary and occasional paid singers, the high musical standard for major choral services including the Faure Requiem for All Souls, Advent, Nine Lessons and Epiphany Carol services was maintained. The main barrier to the performance of quality traditional music on a Sunday morning is the lack of a regular, competent alto. The choir are grateful that a donation from a member of the congregation allowed the London Fanfare Trumpets to be engaged for the Nine Lessons.

Andrew Morrisson – January 2022

## Deanery Synod

Havering Deanery Synod is a church council which is convened by the Area Dean and the Lay Chair of the Synod. It consists of all clergy licensed to a benefice within that deanery, plus elected lay members. It acts as an intermediary between the parochial church councils of each parish in its deanery and the synod of the diocese. The current Area Dean is Revd. Ken Wylie of St. Andrews's Church in Hornchurch. Current Deanery Synod representatives from St Edward's Church are:

Sue Arbon, Johanna Hardy, Linda Rees and Hazel Jordan.

Synod meets 4 times per year, usually in January, May, September and November. Meetings include:

- An opening act of Worship
- visiting speakers, sometimes from the Diocese, sometimes from other organisations
- reports from Diocesan and General Synods
- sharing of new developments and good practice
- the Deanery's action plan
- financial matters including Parish Share

Our first meeting took place on 8<sup>th</sup> February via Zoom and we had a presentation from Archdeacon Chris Burke about the redeployment of clergy.

In 2012 the process began to plan for the deployment of clergy by 2025 realising that by then clergy numbers were likely to be fewer. The 2025 figure would be purely sustainable posts and would be the basis of each Deanery Plan. In this Archdeaconry we are now serving differently to accommodate the changes.

2019 became a time to move from subsidy to sustainability since the subsidy from the Central Church would be reducing and being phased out now that central funds would no longer be available. Bishop Peter brought this message to us in a series of Roadshows around the Archdeaconry, with ours being held in December 2019. Here the concept of subsidy to sustainability was first conveyed. The Diocese had been spending more than it received and so a roadmap to sustainability was needed.

Diocesan Synod agreed that we should move ahead and to meet the 2025 targets by 2022. A new Havering Deanery Plan was developed and work has begun to make the changes which has inevitably led to a reduction in clergy posts across the Deanery with further to follow if necessary in order to produce a sustainable plan for the future of the church in this Deanery and in the wider context of the Diocese.

Second meeting via Zoom on 17 May 2021, Emma Anderton (Coordinator for Youth) is working with Havering Council Youth Team on ways to support young people with mental health issues. We had a presentation on Greening the Church and were asked to share what our churches have done so far environmentally.

At the end of the meeting the floor was opened for questions, i.e.



Q: Is the Diocese considering helping church buildings to become carbon neutral? A: of 263 properties, half of the vicarages already have solar panels and the next step would be to look at changing the heating supply in those properties. However, with the Diocese having financial problems this is not currently possible. Government schemes may be available soon which would help the situation. There is also the Parish Buying Scheme where churches would have to get together to reduce the cost of buying solar panels and the Mayor's Fund may also help with finance.

Third meeting via Zoom on 27 September 2021, General Synod elections were taking place in October with Deanery Synod members eligible to vote for candidates from Chelmsford Diocese.

Clergy, Treasurers and PCC Secretaries received details of the Parish Share Consultations which were taking place across the Diocese between October-January and members from all PCCs and Clergy were encouraged to attend any of the 6 consultation meetings. The Parish Share Consultation is to help plan how parish share should be decided from 2023 onwards.

The Havering Deanery Plan was approved by Deanery Synod members. The passing of the plan means that nothing changes tomorrow because there is still a journey to travel, but at least we can move to discussions at the next level. It affects us all in the Deanery to lose stipendiary clergy and there is a great need for Non-Stipendiary Ministers to come up through the ranks.

4<sup>th</sup> meeting via Zoom on 15 November 2021, The Lay Chair of Deanery Synod, Lynne Bennett, announced her resignation at the end of the year as she is moving out of the area.

The main presentation was on the course Living in Love and Faith. In 2013, the House of Bishops recommended shared conversations about how the church should respond to individuals changing their sexuality. A report was made to the General Synod in 2017, but not accepted. Over the following 3 years the resources for Living in Love and Faith (LLF) were prepared. They are for all the church across the theological spectrum. Feedback on the document is to be given by April 2022 and the advocates are encouraging conversation and debate so that we can better understand one another. The Diocesan Bishops will only take this further once they have received and reviewed feedback. A number of churches in our Deanery have engaged with this course and will provide feedback in due course.

*Johanna Hardy, March 2021*

## Electoral Roll 2021

St. Edward's Church Electoral Roll 2021 currently includes a total of 199 names, of which 122 are non-parish and 77 are parish members (61.306%/38.694% split). This compares to a total number of 210 last year.

In 2019 the General Synod passed the Church Representation and Ministers Measure 2019. This took effect on 1<sup>st</sup> January 2020. One of the specific key changes was the simplification of the rules regarding revision and preparation of the Electoral Rolls. The Roll may now be published electronically, as an alternative to paper form. Electoral Rolls, when they are published, must only display the names of those individuals who have been entered on the roll. No personal data will be displayed. At St. Edward's we have continued to display the names on the Roll on the notice board at the back of Church for a number of weeks prior to the APCM.

The Electoral Roll has enabled us to communicate with our church members quickly and easily during the pandemic situation. All members on the Church Electoral Roll have continued to receive the weekly notice sheet either by email or by post during 2021.

*Johanna Hardy, Electoral Roll Officer, 1<sup>st</sup> March 2022*

## Sidesmen Report

Thanks to all Sidesmen or if you prefer Sidespeople for their support and work during the year. Initially the year from March was quite hectic reminding everyone of hygiene requirements, checking Lists and collecting contact numbers but there were no difficult situations and everybody cooperated

The Sidesmen arrive at 9.30 to be ready for arrivals and then after the Service separate Service sheets for reuse and then clear the seats of any books left behind. Thanks to Paul Gambini who has collated Hymn books, Order of Service and Newsheets.

From January there was a Post-Christmas Lockdown, In March Services resumed with one Sidesman each at 8am and 10am. In August and September there was a catch-up on Baptisms at the slightly later time of 12.30pm.

Sadly, in September & November there were 5 Funeral/Memorial Services none I believe Covid related but including 2 Sides(women): Ros Taylor and Sade Famakinwa.

October saw an increase in Congregation needing 2 Sidesmen at 10am. In November the Choir started taking Communion at the East End which aided the flow of the Service. During December there was a full programme of Services culminating in a particularly busy Christmas weekend of 4 consecutive days of Services.

New Sidesmen and Sideswomen to be elected by the PCC:  
Elfan Jones, Alex Quinn and Adisa Ojo plus of course all current Sidesmen.

David Hawker - Sidesmen Coordinator  
February 2022

## Mothers' Union Branch Report

In April our branch was able to resume meetings and activities with the relaxation of restrictions imposed during the global Covid 19 pandemic.

Morning meetings were held monthly with corporate communion in Church followed by refreshments and fellowship.

Our branch AGM was held in early June. Father David Simpson conducted a communion service and chaired the meeting.

In place of our usual party, we enjoyed a gathering with food and wine in Church House in August which was enjoyed by all.

We had a trip to our local Brookside Theatre in September to see a production of 'Hairspray' which was a great success.

Michelle Harper hosted a quiz evening in November, and in December we ended our 2021 meetings with a very well-attended Christmas meal at a local restaurant.

One of our longest serving branch members, Helen Williams, celebrated her 100th birthday on 4th November and it was a joy and privilege for some of us to visit her and present her with cards and flowers from her friends at St Edwards.

We also experienced huge loss and sadness at the death of Rosalie Taylor on 5th February. Ros had been a hard-working and committed committee member for many years and was also a Diocesan Vice President. We are missing her dearly.

We have stayed in touch by telephone, text and email, and our Whatsapp group has really been a huge success in keeping the majority of us connected and informed, not only of branch activities, but also of diocesan matters and far-reaching global Mothers' Union work.

We had 44 members during 2021.

Jane Olley  
February 2022

## Flower Arrangers Report

A big thank you to members of the congregation who supported us with dedications over the last couple of years during the lockdowns. It was a challenging time but we were able to provide flowers for the live streamed services while the church was closed.

There are now only two dedicated flower arrangers, Rosemary Clayton and Sylvia Clay, although three other people are willing to help on occasions. This has meant that we no longer have the resources to provide matching high altar pedestals on a weekly basis but feel that one larger pedestal by the choir stalls is more in keeping with the main altar being in the body of the church. We will also be providing flowers for the Lady Chapel as often as we can.

We will try to fulfil as many requests for dedications as we can on dates requested but this may not always be possible due to lack of help.

If you are interested in helping to arrange flowers, please contact Rosemary Clayton or Sylvia Clay. We are happy to give guidance if needed.

Rosemary Clayton



## Junior Church Report

Junior Church started again in September following a long period of time with no Junior Church due to Covid.

At the beginning of the autumn term, we enrolled in an exciting new on-line scheme called Energize. The programme has a range of resources to inspire both leaders and children to work together to teach and learn about the life of Jesus and the main events of the church's year. Six new leaders have been working together to learn how to access and deliver the excellent resources.

The number of children attending Junior Church have slowly increased and we currently have approximately 6 children attending regularly each week, ranging in age between 4 and 10 years of age, with 12 children on the register.

Our aim as we move forward is to encourage and welcome more children into Junior Church and to increase the number of leaders, together with building relationships with parents and guardians.

*Gill Goodwin*

## Playgroup Report

We began our year in April - under Covid restrictions we could not meet in the hall but we could meet up outside.

Following the Covid guidance we invited Playgroup members to meet once a week for hour and a half in the garden behind church. We were restricted by numbers but for four weeks we were able to offer something, the children could run around and play and we could catch up with those who were there. We were allowed to serve tea and coffee and packs of biscuits.

By July the Covid rules had changed so for the four weeks before the end of term we were able to meet in the hall. This of course was under strict Covid guidance. Hand sanitisers and face masks were compulsory, windows were kept open, restricted toys that could be played with as all had to be sanitised after use, we were allowed to serve tea and coffee but only pre wrapped food could be served.

When the new term began in September Covid rules had changed again and soon we no longer had to wear mask but hand sanitiser and open windows remained. Our numbers began to grow and soon the Playgroup looked a little like it used to. We could offer more activities and toys for the children and more refreshments, things were so much better. And great that the Playgroup was once again able to offer the important outreach that we aim to do.

Over the weeks before the end of term rules changed again and we had to introduce the compulsory wearing of face masks. But this did not stop us, we were up and running no looking back and we made the most under the restrictions.

We held our Christmas party for 30 adults and 20 children, the children had party food laid out for them on our children's tables. We built a Christmas Grotto and Mother Christmas and her Elf gave out presents to the children. We all had a lovely time.

2021 was a tough year but by all working together the Playgroup managed to continue.

I am extremely grateful to the Playgroup team especially during my absence during the year, they kept the Playgroup meeting each week.

Thank you team you are the very best. We are looking forward to we hope a better year in 2022.

*Jenny Card*

## Phoenix Club

The Phoenix club is mainly for the over 50s and we meet in the Wykeham coffee shop every Thursday from 1-30 till 3-30. Due to Covid we did not meet in 2021 until 24th June. Since returning to the club we have been having our quizzes and bingo, we had a day trip to Southend in September, in October 12 of the members went to Blackpool for a 4 day holiday. November we had our Guy Fawks bangers and mash meal, we also went to Somerhill garden centre to see all the Christmas decorations then on to The Halfway House for a lovely Christmas dinner. Our last meeting was on 23rd December when we had a party and 2 of our members brought along their guitars so we could all have a sing along. So seeing that we only met for 6 month, you can see we have been very busy. If anyone would like to join us please contact Theresa Hunwick-Williams or Phyllis Dearsley who are leading the club.

## Collier Row & Romford Foodbank

The foodbank continues to run well with a dedicated team of hardworking volunteers, we have just about enough volunteers but are sometimes quite stretched. Our food donors have been very generous again, and we currently have a good level of stock. We have also received more financial donations which are used towards our running costs and to buy extras for our clients (toiletries, nappies, washing detergent).

During the period 1 January 2021 to 31 December 2021, we fed:

- 1573 adults,
- 1338 children
- 2911 people in total
- This is an increase over the previous year (2020) of 21%

*Nicola Sharp, January 2022*

## Safeguarding

With all the changes at St Edward's over the past two years it is essential that we maintain our level and even improve safeguarding to protect our children, teenagers and vulnerable people.

Safeguarding has to be paramount. As we emerge from the Covid pandemic it is clear that many people who were working with our children at St Edward's for whatever reason are not working with children now. So we have had to work very hard trying to get all the groups and children's activities and events going again.

Many thanks to Fr David for his total input, determination and support with all areas of children's work at St Edward's. Recruiting new people to help us has obviously been a task and equally hard to get all the DBS and Training completed.

Three years ago I mentioned that as Safeguarding is so important and more high profile than it ever has been in past years, we need a team of Safeguarding Officers as the area of jobs are extensive, and too much for one person.

During 2021 we changed the system previously all completed by myself. Emma Anderson became our new Parish Administrator and her job role now includes being DBS Administrator.

A DBS Administrator role is to be involved with the process of recruiting people to work at St Edward's requiring a DBS for the job they are going to do. The job involves the applicants completing application and confidential forms, sending for references, arranging applicants to complete DBS application on line, checking applicants ID and checking applicants DBS certificate when received. All DBSs have to be renewed now every three years.

Jeanette Ford has become Safeguarding Officer. Jeanette's role is part of the recruiting process. All people working with children and some other jobs at St Edward's are required to complete training. Training is a compulsory requirement, it is part of the safeguarding policy and practice statement that we have to adhere to. Some training is online and some by Zoom. All training must be renewed every three years. Jeanette has set up a Matrix to record all training completed and when training is due.

DBS and Training is only part of what is required with Safeguarding at St Edward's. As Lead Safeguarding Officer I am doing the many other required jobs and overseeing DBS Application and Training. Safeguarding is paramount and we must all abide and follow the procedures and policies.

*Jenny Card*

## Caterpillars

Working under Government restrictions and guidance, Caterpillars was able to return in June/July for four sessions where we came together in the church garden whenever possible. Our focus remains having lots of fun as we encourage pre-school children and their parents/carers to participate and learn about God in a very relaxed and informal atmosphere.

The team (myself, Jenny, Emma, Carolyn, Lorna and Theresa) were grateful to be joined by Jane and staff from St Edward's Primary school nursery, Miss McPherson and Mrs Hancox. Working closely with the school is a huge benefit and we are looking forward to having the early year's school children return to church in 2022. We met to plan themes for our summer return and decided on Creation.

We welcome all to our sessions which last an hour and are packed with songs, bible stories/themes, crafts, sensory activities and prayers as well as time for refreshments, a chat and playtime.

Returning after the summer holidays, sessions have been led by Emma, Jane, Miss McPherson/Mrs Hancox and myself supported by a fantastic team who light our worship candle, sing our songs, dance about, assist with craft and make the tea! We have looked at the Olympics being faster, higher and stronger with God, the story of the three trees, friendship and Jesus my superhero in addition to children of the world, Harvest and Christmas.

Craft creations have included manger cards, decorating crosses, bead bracelets, masks, poppies and stars with opportunities to colour and draw.

Our What's in the Box element continues to stimulate curiosity and excitement as the children gather round to see what the box contains representative of, and linked to our weekly theme.

Sensory time has included a poppy trail, hunting for sheep in shredded paper grass and parachute play.

We have continued to enjoy the "Wiggle Song" and "My God is so Big" and the children always have suggestions on what we should sing.

It is fantastic that our average attendance remains around 12 children each week and is a mix of regulars and ad hoc visitors. We are grateful that our children are accompanied by a wonderful group of parents, grandparents and carers who readily join in so thank you to them.

*Sarah Cansell*



## Financial review

### **Financial Activities**

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the church, and which ensure that the financial statement comply with the Charities Act 1993 and the regulations issued in 1995 and 2000, revised in 2005. This report has been produced according to guidance dated 2006 issued by the Archbishops Council of the Church of England. The PCC is responsible for safeguarding the assets of the Church and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This year has been another challenging year not just financially but spiritually as well. Due to the Covid-19 pandemic we have had to close the Church completely several times in 2021 and at other times, were restricted as to the number of people who were able to attend services when we were able to reopen. During the latter part of the year we were able to open the Church fully and this has helped increase the giving from the congregation and has helped towards paying the normal expenditure associated with running the Church and reducing the loss at year end.

The total income for 2021 was £175,781 and the total expenditure was £213,008 which meant that the overall deficit for 2021 was £37,228 which was taken out of the reserves and as of the 31<sup>st</sup> December 2021 the total of unrestricted funds was £318,368.

The PCC have tried very hard to look at all areas where expenses could be reduced and income increased, going forward a new group titled the Financial Strategies Group (FSG) which is chaired by Father David are working on resolving issues to balance the books.

During 2021 Father David introduced the Giving in Grace Programme which looks at increasing giving through our ministry and there has been a modest response to this programme. Seven members of the PCC have increased their giving; there were 22 responses from the congregation of whom 11 have increased their giving.

The financial activities of the PCC are set out in the attached financial statements.

### **Ongoing Financial Commitments**

At the date of the report, the PCC confirms that each fund has sufficient assets to fulfil its obligations.

### **Taxation Status**

The PCC is an exempt charity for taxation purposes as a church defined as a place of worship under the Place of Worship Act 1855

### **Reserves Policy**

It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to three months unrestricted payments; this is equivalent to £67,500. The purpose is to absorb fluctuations in cash flow and to meet emergencies. The balance of the unrestricted reserves at year end was £318,368 which is higher than this target.

## Related Party Transactions

Donations from related parties (Trustees and PCC Members) amounted to £9512.  
A number of paid staff of the Church during the year also served as members of the PCC.  
The total salaries figure shown in the accounts includes the amounts payable to them for duties in accordance with their terms of employment.

*Martin Jordan, 23 March 2022*

Approved by the PCC on 23 March 2022 and signed on their behalf by



Revd Father David Simpson  
Vicar & Chair



Johanna Hardy-van den Beld  
Churchwarden & Vice-Chair



**ST EDWARD THE CONFESSOR THE PARISH CHURCH OF ROMFORD  
INDEPENDENT EXAMINER'S REPORT**

I report to the trustees of the PCC on my examination of the accounts for the year ended 31 December 2021, which are set out on pages 21 - 30.

**Respective responsibilities of the PCC and the Examiner**

The charity's trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed. I am qualified to undertake the examination by being a member of The Chartered Institute of Management Accountants.

It is my responsibility to:

- Examine the Accounts under section 145 of the 2011 Act;
- Follow procedures laid down in the general directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

**Basis of this Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees 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 material matters have come to my attention in connection with examination

1. giving me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with accounting requirements of the 2011 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.

Ms K T Lee, ACMA  
Mawney Accountancy  
1 Beech Street  
Romford  
Essex  
RM7 7LA

Signed:



Date:

9/5/2022

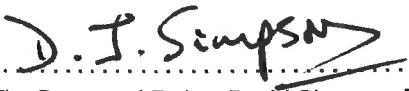
**STATEMENT OF FINANCIAL ACTIVITIES**  
**For the Year ended 31 December 2021**

	Notes	General Funds £	Fixed Assets Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>INCOME</b>						
Voluntary income	2a	158,008	-	-	158,008	463,417
Activities for generating funds	2b	5,549	-	-	5,549	-
Income from investments	2c	11,085	-	-	11,085	162
Church activities	2d	1,139	-	-	1,139	1,519
Other incoming resources	2e	-	-	-	-	-
<b>TOTAL INCOME</b>		<b>175,781</b>	<b>-</b>	<b>-</b>	<b>175,781</b>	<b>465,098</b>
<b>EXPENDITURE</b>						
Church activities	3a	206,139	3,287	-	209,426	280,482
Costs of raising funds	3b	3,583	-	-	3,583	930
<b>TOTAL EXPENDITURE</b>		<b>209,722</b>	<b>3,287</b>	<b>-</b>	<b>213,008</b>	<b>281,412</b>
NET INCOME/EXPENDITURE		- 33,941	- 3,287	-	- 37,228	183,686
TRANSFER BETWEEN FUNDS		-	-	-	-	-
NET MOVEMENT IN FUNDS		- 33,941	- 3,287	-	- 37,228	183,686
Total funds brought forwards	8	352,309	415,736	1,759	769,804	
Total funds carried forward	8	<b>318,368</b>	<b>412,449</b>	<b>1,759</b>	<b>732,576</b>	

## BALANCE SHEET as at 31 December 2021

	Notes	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	5	412,449	415,736
<b>CURRENT ASSETS</b>			
Debtors and Prepayments	6	3,778	3,118
Short term deposits	6	224,805	172,730
Cash at bank and in hand	6	95,651	184,945
		<b>324,234</b>	<b>360,793</b>
<b>LIABILITIES</b>			
Creditors: amounts falling due within one year	7	4,107	6,725
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<b>320,127</b>	<b>354,068</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>732,576</b>	<b>769,804</b>
<b>PARISH FUNDS</b>			
Unrestricted Funds	8	318,368	352,309
Designated Funds	8	-	-
Designated Fixed Asset Funds	8	412,449	415,736
Restricted Funds	8	1,759	1,759
		<b>732,576</b>	<b>769,804</b>

Approved by the Parochial Church Council on 23 March 2022, and signed on their behalf by

  
 .....  
 The Reverend Father David Simpson RN  
 Vicar & Chair

  
 .....  
 Johanna Hardy-Van Den Beld  
 Churchwarden & Vice Chair

## Notes to the Financial Statements for the year ended 31 December 2021

### 1. ACCOUNTING POLICIES

#### a. Accounting Convention

The PCC is a public entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations' "true and fair view" provisions. They have been prepared under FRS102 (2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

The financial statements have been prepared under the historical cost convention except for investment assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible by law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

#### b. Fund accounting

Funds held by the PCC are:

**Unrestricted funds** are income funds which are to be spent on the PCC's general purposes.

**Designated funds** are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use are abated in line with those assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

**Restricted funds comprise** (a) income from trusts or endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund.

#### c. Incoming Resources

##### Voluntary Income

Collections are recognised when received.

Planned giving receiving is recognised only when received.

Income tax recoverable on Gift Aid donations is recognised when the income is recognised.

Grants and legacies are recognised when the PCC is legally entitled to the amount due.

##### Income from Investments

Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue.

##### All Other Income

All other income is recognised when it is receivable.

**d. Resources Used**

Resources expended are accounted for on an accruals basis and are accounted for gross, apart from independent reviewer's remuneration and accountancy and grants and donations which are accounted for when paid over, or when rewarded where the award creates a binding obligation on the PCC.

Support costs are apportioned to activities in proportion to the estimated proportion of time spent on those activities by the Parish Administration.

**Church Activities**

The diocesan parish contribution is accounted for when paid. Any parish contribution unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the balance sheet.

**e. Fixed Assets**

**Consecrated and benefice property**

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

**Moveable church furnishing**

Moveable church furnishings are not included in the accounts unless sufficient cost information is available, but all items are included in the Church's inventory.

**Tangible Fixed Assets used by Charity,**

All expenditure on consecrated or benefice buildings and other fixed assets costing under £1,000 are written off in the year they are incurred.

The freehold land and buildings held during the year consists of the Curatage at Parkside Avenue and fixtures and fittings used in the church.

**Depreciation**

Depreciation is calculated to write down the cost of tangible fixed assets, excluding freehold properties, over their expected useful lives. The rates generally applicable are:

Fixtures and fittings      5% straight line, 20 years

Computer equipment      33% straight line, 3 years

No depreciation is provided on buildings as the currently estimated residual value of the properties is not less than their carrying value and the remaining useful life of these assets currently exceeds 50 years, so that any depreciation charges would be immaterial. An impairment review is carried out at each year-end and any resultant loss identified included in expenditure for the year.

f. **Current Assets**

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

**Short Term Deposits**

These are the cash held on deposit either with the CCLA or at the bank.



## 2. INCOME

	General Funds £	Fixed Assets Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>a. Voluntary income</b>					
Regular giving - Bank	53,670	-	-	53,670	52,875
Regular giving - Envelopes	5,794	-	-	5,794	4,084
Other giving - Sum Up	1,722	-	-	1,722	1,845
Loose plate collections	11,786	-	-	11,786	5,345
Sum up & Good Box	2,089	-	-	2,089	-
Good box collections	2,228	-	-	2,228	-
Giving through church boxes	3,088	-	-	3,088	2,075
One off gift aid gifts	-	-	-	-	565
Wykeham Trust contribution to expense	35,106	-	-	35,106	20,979
Special collections	3,808	-	-	3,808	8,062
Tax recoverable on Gift Aid	15,932	-	-	15,932	16,770
Legacies	-	-	-	-	311,656
Furlough grant	1,327	-	-	1,327	18,311
Non recurring grants	21,458	-	-	21,458	20,850
	<b>158,008</b>	-	-	<b>158,008</b>	<b>463,417</b>
<b>b. Activities for generating funds</b>					
Fees for weddings and funerals	5,549	-	-	5,549	-
	<b>5,549</b>	-	-	<b>5,549</b>	-
<b>c. Income from investments</b>					
Bank and building society interest	2,085	-	-	2,085	162
Rent from Curatage	9,000	-	-	9,000	-
	<b>11,085</b>	-	-	<b>11,085</b>	<b>162</b>
<b>d. Income from charitable activities</b>					
PCC Fees for weddings, funerals and other	1,139	-	-	1,139	1,519
	<b>1,139</b>	-	-	<b>1,139</b>	<b>1,519</b>
<b>e. Other incoming resources</b>					
	-	-	-	-	-
	-	-	-	-	-
	<b>175,781</b>	-	-	<b>175,781</b>	<b>465,098</b>

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to use of the resources, their ultimate receipts is considered reasonably certain and the amounts due are reliably quantifiable. All incoming resources are accounted for gross.

### 3. EXPENDITURE

	General Funds £	Fixed Assets Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>a. Church activities</b>					
Mission and Outreach	6,119	-	-	6,119	23,986
Ministry costs: Diocesan Parish Share	97,685	-	-	97,685	91,505
Other ministry costs	3,891	-	-	3,891	3,699
Salaries and pension costs	24,742	-	-	24,742	71,500
Youth work expenses	1,078	-	-	1,078	-
Parish training and mission	2,364	-	-	2,364	396
Church upkeep of services	2,740	-	-	2,740	937
Organ, choir and music	23,114	-	-	23,114	40,572
Administration	6,957	-	-	6,957	9,079
Printing and photocopying	2,869	-	-	2,869	2,654
Parish office telephone and broadband	2,357	-	-	2,357	1,735
Card fees	243	-	-	243	69
Depreciation	-	3,287	-	3,287	2,927
Equipment expensed	2,733	-	-	2,733	2,700
Church maintenance	12,644	-	-	12,644	12,355
Church insurance	6,608	-	-	6,608	7,332
Church utilities	8,993	-	-	8,993	8,305
Independent examiners remuneration	999	-	-	999	732
	<b>206,139</b>	<b>3,287</b>	<b>-</b>	<b>209,426</b>	<b>280,482</b>
<b>b. Costs of raising funds</b>					
Costs of stewardship campaign	355	-	-	355	-
Costs of fetes & other events	1,926	-	-	1,926	930
Parkside Rental Management Costs	1,302	-	-	1,302	-
	<b>3,583</b>	<b>-</b>	<b>-</b>	<b>3,583</b>	<b>930</b>
	<b>209,722</b>	<b>3,287</b>	<b>-</b>	<b>213,008</b>	<b>281,412</b>

#### 4. STAFF COSTS AND RELATED PARTIES

##### a. Staff costs and numbers

	2021	2020
Wages and salaries	24,742	71,500
Social security and Pension costs	552	1,168
	<u>25,294</u>	<u>72,668</u>
Average number of employees	2	4

Some employees provide services for both the Church and the Wykeham Centre and Church House, a connected charity. During the year the Wykeham Centre made contributions towards these costs. The wages, salaries, social security and pensions represent the total amount paid and are not shown net of these contributions.

There were no employee benefits paid to personnel in the previous or current years.

No employee was paid more than £60,000

##### b. Related parties' transactions.

One employee, Nicola Sharp was paid in accordance with their terms of employment during the year. Nicola is a Trustee and member of the PCC . She was not paid for being a trustee or member of the PCC. Measures are in place to ensure no conflicts of interest arise.

The stipendiary Clergy were reimbursed for working expenses, it is considered that no material part of this relates to their duties as trustees.

Unconditional donations from those identified as related parties amounted to £9,512 during the year made up of regular giving.

Director of music, Mr J Venner, who is also a co-opted member of the PCC until 30 September 2021, was paid £15,600 during the year in accordance with his contract to provide and manage the music provision for the church.

## 5. TANGIBLE FIXED ASSETS

	Curates House £	Church FF&E £	Total £
<b>Actual/deemed cost</b>			
At 1 January 2021	350,000	74,985	424,985
Disposals	-	-	-
Additions	-	-	-
At 31 December 2021	<u>350,000</u>	<u>74,985</u>	<u>424,985</u>
<b>Depreciation</b>			
At 1 January 2021	-	9,250	9,250
Disposals	-	-	-
Additions	-	3,287	3,287
At 31 December 2021	<u>-</u>	<u>12,537</u>	<u>12,537</u>
<b>Net book amounts</b>			
At 31 December 2021	<u>350,000</u>	<u>62,449</u>	<u>412,449</u>
At 31 December 2020	<u>350,000</u>	<u>65,736</u>	<u>415,736</u>

During the year streaming equipment was purchased in order that services could be broadcast to the congregation and the wider community.

## 6. CURRENT ASSETS

	2021 £	2020 £
Income tax recoverable	3,000	2,664
Prepayments & accrued income	778	454
Other debtors	-	-
	<u>3,778</u>	<u>3,118</u>

## 7. CURRENT LIABILITIES

	2021 £	2020 £
Accruals & deferred income	2,411	5,672
Independent Examination	1,015	1,053
Agency	682	-
Other creditors	-	-
	<u>4,107</u>	<u>6,725</u>

## 8. STATEMENT OF FUNDS

	Bal f/fwd. 01/01/2021	Income	Expenditure	Transfers Other gains & losses	Bal c/fwd. 31/12/2021
	£	£	£	£	£
<b>UNRESTRICTED FUNDS</b>					
PCC General fund	352,309	175,781	- 209,722	-	318,368
	<u>352,309</u>	<u>175,781</u>	<u>- 209,722</u>	<u>-</u>	<u>318,368</u>
<b>DESIGNATED FIXED ASSET FUNDS</b>					
Curatage	350,000	-	-	-	350,000
Church FF&E	65,736	-	- 3,287	-	62,449
	<u>415,736</u>	<u>-</u>	<u>- 3,287</u>	<u>-</u>	<u>412,449</u>
<b>RESTRICTED FUNDS</b>					
Organ	1,759	-	-	-	1,759
	<u>1,759</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,759</u>
	<u>769,804</u>	<u>175,781</u>	<u>- 213,008</u>	<u>-</u>	<u>732,576</u>

## 9. SUBSIDIARY FUNDS

A number of members of the congregation give freely and generously of their time in promoting activities to raise funds for the church; credit is taken in these financial statements as and when donations are received from promoters of these activities.

There are also a number of organisation associated with the church whose accounts are quite separate form these financial statements.

## 10. DIOCESAN QUOTA

Payment of £97,685 was achieved in 2021 (2020 - £91,505).

## 11. ACKNOWLEDGMENT OF INTANGIBLE INCOME

The Parochial Church Council is particularly grateful to the Trustees of The Wykeham Centre and Church House for their waiver of charges in respect of the Centre and Office. Further thanks are due to many members of the Church family for a variety of services provided.

## 12. CONNECTED CHARITIES

The Wykeham Centre and Church House is a connected charity, registered number 291485, owning and administered from, property adjacent to the Church for the purposes of furthering the religious and other charitable work of the Church of England in the ecclesiastical parish of Romford.

This charity produces its own annual Accounts which are independently examined.

## 13. INSURANCE VALUATION OF THE BUILDINGS

The properties owned and managed by the PCC are currently valued for insurance purposes as follows:

Building	Description	Insurance Valuation £
St Edwards the Confessor	Church	16,240,000
54 Parkside Avenue	Curates House	373,040

The policy also includes trustees indemnity insurance for the sum of £250,000