

**THE FRIENDS OF ST LAWRENCE CHURCH BRADFIELD**

**Registered Charity No. 1138268**

**REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**Contact Details for Charity**

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## THE FRIENDS OF ST LAWRENCE CHURCH BRADFIELD TRUSTEES ANNUAL REPORT FOR 2022

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The trustees present their annual report and the financial statements of the charity for the year ended 31 December 2022.

### Structure and Governance

The Friends of St Lawrence Church Bradfield ('The Friends') is an unincorporated association governed by a constitution adopted on 27 September 2010. The Friends became a registered charity on 5 October 2010 (registered charity number 1138268).

The charity is managed and administered by a committee comprising the officers and other elected members, who together form the trustees. Trustees are elected at the Annual General Meeting for a term of three years and are eligible for re-election for a further term. The trustees are also permitted to appoint additional trustees during the year, if necessary, in which case any trustee so appointed is required to retire at the next AGM but will then be eligible for re-election. There were six full meetings of the trustees during 2022, in addition to the AGM in August. We were pleased to be able to get back to our normal cycle of regular face to face meetings in 2022, following the restrictions in force due to the Covid pandemic during the previous couple of years.

The following have served as trustees throughout 2022 and up to the present time, unless otherwise noted:

N M Barrow (Chairman)	– retired by rotation 20/8/22 and re-elected
M J Attfield (Treasurer)	– retired by rotation 20/8/22 and re-elected
S M Reeve (Secretary)	
B G Norton	
J W Barrow	– retired by rotation 20/8/22 and re-elected
C V Bowen	
S E Cunningham	
E E Norton	
J R Points	– retired by rotation 20/8/22 and re-elected
G Points	– retired by rotation 20/8/22 and re-elected

### Objects, Activities and Achievements

As required under Section 17 of the Charities Act 2011, the trustees continue to bear in mind the public benefit guidance published by the Charity Commission when planning the charity's activities and deciding how best to use the charity's funds and resources.

The charity was established to support the Parochial Church Council ('PCC') of St Lawrence Church, Bradfield, Essex, in the maintenance, repair, restoration, preservation and improvement, for the benefit of the public, of the fabric of the church building together with the contents and the surrounding churchyard. The charity raises funds through subscriptions, donations, and fundraising activities, and provides grants to the PCC for mutually agreed projects. Members of The Friends are also encouraged to assist in more practical ways where possible. The Friends also seek to raise local interest in the church and the village from an historical perspective.

Subscriptions and donations received in 2022 amounted to £2,689 (2021: £3,127). Tax reclaimed in 2022 (on 2021 donations) amounted to £801. Both the level of donations received, and the tax reclaimed, during 2022 were somewhat lower than the equivalent amounts in 2021 and this reflects the exceptionally high level of donations received during both 2021 and 2020 from members and other supporters, in part to compensate for the inevitable reduction in other fundraising activities in both of those years due to Covid lockdowns.

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We arranged two highly successful fundraising events during 2022. In July we celebrated the late Queen's Platinum Jubilee by staging a Floral Tribute within the Church. This aimed to depict (in flowers, words and pictures) the Queen's life and work as monarch over the past seventy years. The event was very well received and generated net proceeds of £1,112 within the year, with a further £130 of tax subsequently reclaimed in respect of sponsorship donations. Our second event was (finally!) our much-anticipated Murder Mystery production (the 'Allotment Plot') in October 2022. After so many postponements and 'de facto' cancellations during the 'covid years' we wondered whether the public would still be interested, but our fears were ill-founded! A full house absolutely loved what we had to offer, and the more missed lines and gaffs by the cast, the more raucous the laughter and the more vociferous the applause! The event raised £675 on the night, but if all the amounts contributed and donated in previous years are included, the Murder Mystery will be seen to have contributed more like £1,000 in total. As always, we are amazed at the generosity of all who support our endeavours, and who give so freely and enthusiastically of their time, money and energy, to make these events so successful and memorable.

Our three history books continued to sell steadily during 2022, These are such a valuable resource and generate much interest when on display at the back of church or at one of our fundraising events.

The PCC has been able to carry out a fair amount of repair and maintenance work on the church building during 2022, and the Friends have been pleased to provide grants to assist with some of the costs involved. Two grants were made to the PCC during 2022, namely £1,868 to help with the exterior renovation and repainting of the south porch doors, and £6,363 to help complete the re-ordering of the south transept, involving the relocation of two radiators and the construction and fitting of a row of storage cupboards to mirror those already installed in the north transept. The Friends also agreed a further grant of £6,860 to help with the replacement of damaged soffit boards, and new guttering and downpipe, on the east side of the north transept, and repairs to a damaged section of render on the east wall of the nave. The grant was paid over in early 2023. Total grants approved during 2022 therefore amounted to £15,091.

Other expenditure during 2022 has again been very modest, comprising the annual insurance premium of £129 (2021: £129) and annual website fees of £85 (2021: £87).

### **Reserves**

The trustees aim to keep sufficient reserves to cover day to day operating costs. Any surplus funds not immediately required for grant assistance or other purposes are invested in short term deposits.

### **Plans for the future**

The Friends have an interesting programme of fundraising events planned for 2023 and we aim to continue to provide ongoing support to the PCC, both financial and practical, to help maintain the church building in good order for many years to come. There is also a need to replace the existing tower access facilities, which do not currently comply with health and safety standards, and the Friends have agreed in principle to support such a project should approval be obtained from the relevant ecclesiastical and civil authorities.

**Approved by the Trustees on 4<sup>th</sup> August 2023 and signed on their behalf by**



**N M Barrow** (Chairman)

**THE FRIENDS OF ST LAWRENCE CHURCH BRADFIELD  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

<b>RECEIPTS AND PAYMENTS ACCOUNT</b>	<b>Notes</b>	<b>Year end 31/12/2022 £</b>	<b>Year end 31/12/2021 £</b>
<b>Receipts:</b>			
<b>Voluntary receipts</b>			
Membership subscriptions and donations		2,689	3,127
Income tax recovered		801	1,030
<b>Activities for generating funds</b>			
Fundraising events and activities	3	3,294	5,124
<b>Investment income</b>			
Bank interest received		25	-
<b>TOTAL RECEIPTS</b>		<b><u>6,809</u></b>	<b><u>9,281</u></b>
<b>Payments:</b>			
<b>Fundraising costs</b>			
Costs of fundraising events and activities	3	1,363	537
<b>Charitable activities</b>			
Grants paid to Bradfield PCC	4	8,231	-
Annual website fees		85	87
Insurance premium (in advance for following year)		129	129
		8,445	216
<b>TOTAL PAYMENTS</b>		<b><u>9,808</u></b>	<b><u>753</u></b>
<b>(DECREASE) / INCREASE IN FUNDS DURING YEAR</b>		(2,999)	8,528
Bank balances at 1 January 2022		18,588	10,060
<b>Bank balances at 31 December 2022</b>		<b><u>15,589</u></b>	<b><u>18,588</u></b>

<b>STATEMENT OF ASSETS AND LIABILITIES</b>	<b>2022 £</b>	<b>2021 £</b>
<b>Cash funds at year end</b>		
Current bank account	13,562	16,584
Deposit bank account	2,027	2,004
	<b><u>15,589</u></b>	<b><u>18,588</u></b>
<b>Other monetary assets at year end</b>		
Income tax recoverable	763	801
<b>Liabilities and commitments at year end</b>		
Bradfield PCC - grants committed at year end:	4	6,860
		<b><u>-</u></b>

Approved by the Trustees on 4th August 2023 and signed on their behalf by

  
M J ATTFIELD (Treasurer)

  
N M BARROW (Chairman)

**THE FRIENDS OF ST LAWRENCE CHURCH BRADFIELD**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

**NOTES TO THE FINANCIAL STATEMENTS**

1. **The financial statements** have been prepared using the Receipts and Payments basis, as permitted for small charities under current reporting regulations.

Income and expenditure is only reported in the Receipts and Payments Account if funds have actually been received or paid out during the period being reported upon. No adjustments are therefore made in respect of amounts due but not yet received (such as tax refunds), prepaid expenditure (such as insurance premiums paid in advance) or committed expenditure at the end of the year (such as grants agreed but not yet paid out).

The Statement of Assets and Liabilities provides a summary of cash and other monetary assets, together with liabilities and commitments, at the year end. In the case of this charity, these comprise bank and deposit account balances, income tax due and grant commitments.

2. **The charity's gross income** for the period is less than £25,000, and there is therefore no requirement for the financial statements to be subjected to independent examination.

**3. Fundraising events and activities**

	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>Income</b>	<b>Costs</b>	<b>Net</b>	<b>Net</b>
	<b>in year</b>	<b>in year</b>	<b>Proceeds</b>	<b>Proceeds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
❖ Floral Tribute	2,178	(1,066)	1,112	-
Murder Mystery	967	(292)	675	70
Gardens Open Day	-	-	-	3,309
Quiz evening	-	-	-	1,103
Bradfield's WW1 Heroes Book - sales in year	50	-	50	18
Church History Book - sales in year	35	-	35	23
Village History Book - sales in year	64	-	64	84
Other fundraising expenses:	-	(5)	(5)	(20)
	<u>3,294</u>	<u>(1,363)</u>	<u>1,931</u>	<u>4,587</u>
<b>Being:</b>	Income		3,294	5,124
	Costs		<u>(1,363)</u>	<u>(537)</u>
	Net Proceeds		<u>1,931</u>	<u>4,587</u>

- ❖ In addition to the above amount, a further £130 has now been reclaimed in 2023 relating to sponsorship donations received in support of the event.

**4. Grant commitments**

During 2022 grants of £8,231 were made to the PCC. These comprised £1,868 to assist with the exterior renovation and repainting of the south porch doors, and £6,363 to assist with the completion of the internal re-ordering of the south transept.

A further grant of £6,860 was approved and committed by the Trustees before the end of 2022, to assist with the cost of replacing damaged soffit boards on the east elevation of the north transept, along with replacement guttering and downpipe, and remedial work on damaged render on the east elevation of the nave. This grant was paid to the PCC in January 2023.