



THE CHURCH  
OF ENGLAND

**Diocese of St Edmundsbury  
and Ipswich**



Bixley Farm || St John's || St Andrew's

## **Mission Ipswich East**

**Working name of  
The Parochial Church Council  
of  
Ipswich St John the Baptist Church with St Andrew**

## **Annual Report and Financial Statements For the year ended 31 December 2020**

**Prepared under the Accruals Accounting Basis**

## Trustees' Annual Report 2020

### Establishment

The parish of Ipswich St John the Baptist with St Andrew was established on 1<sup>st</sup> April 2019; it incorporates the previously separate parishes of St John the Baptist and St Andrew Ipswich.

The working name of the parish of Ipswich St John the Baptist with St Andrew is 'Mission Ipswich East'; this is the name that will be used in the rest of this report.

### Objectives and activities

The Parochial Church Council (PCC) has the responsibility of co-operating with the minister in promoting in the parish the whole mission of the church, pastoral, evangelistic, social and ecumenical [PCC (powers) Measure 1956 Section 2].

### Public Benefit

The Parochial Church Council (PCC) has considered the Charity Commission's guidance on public benefit, and in particular the specific guidance to charities on the advancement of religion.

The primary purpose of Mission Ipswich East (MIE) is the advancement of the Christian religion. The public benefit requirement is fulfilled through a range of activities, including:

- Regular public services of worship;
- Evangelistic events and courses to teach Christianity and draw members of the public to a new or more committed faith;
- Offering wedding and funeral services and support;
- Grants and other support for Christian missions, both in the UK and worldwide;
- Supporting assemblies and Christian education in local schools;
- Running clubs for the elderly, parents and toddlers, and children and young people;
- Providing facilities for other organisations which provide education and support for children, young people and vulnerable adults.

Particular activities carried out in 2020 are detailed below.

### Achievements and performance

#### Impact of COVID 19

The arrival of Coronavirus in the UK in early 2020 had a significant impact on every aspect of life and it very quickly became clear that the church would need to adapt. From March onwards the MIE Standing Committee met regularly, as often as once a week, to be able to promptly react to the latest directives from the UK government and the CofE and to plan and take action to keep the purpose of MIE alive.

Within a week of Church services having to close we were able to launch our first Online Service on YouTube (particular thanks are due to Henry and Jonathan Kent for their part in this). As soon as it was permitted to open the church for prayer we put the processes in place to do so and later when services at church were allowed to resume we seized that opportunity and moved to livestreaming our services for those shielding and unable to attend.

Another initiative begun almost as soon as the first lockdown was announced was a very much increased presence on Facebook with daily 15 minute video slots providing contact and encouragement. Regular weekend quizzes were run over Zoom and many home groups moved to meeting over Zoom often meeting weekly to support each other.

Our Vicar, Mark Prentice, began a series of video talks that were posted to the MIE web site, along with many more articles for the church to engage in and regular updates by email.

At the start of 2020 the church had begun reading the Bible in a Year with the readings for each day available on the Web Site. Every month there would be a Breakfast meeting which then moved to Zoom.

From the outset a list of those with no internet access was compiled and everyone was provided with a buddy to ensure that they would be kept informed.

### **Worship, prayer and fellowship**

The worshipping life of MIE has continued in a variety of formats during the last year. We have continued to meet 'in person' whenever restrictions have allowed, while LiveStreaming the service for those who have been shielding, or who feel uncomfortable coming to our buildings. We have continued to meet in homegroups and prayer groups via Zoom, along with running Alpha, Christianity Explored and Discipleship Explored online.

We have been restricted in the number of services we have been able to run, and are dependent on Tower Hall's availability to meet at Bixley Farm. We owe a debt of gratitude to our ministry team, musicians and technical team for their flexibility and hard work making the service available, and enabling so many in our congregations to stay connected to the life of the Church throughout the last year.

### **Evangelism**

We started January 2020 by running 2 Alpha courses one at St Andrew's church and one at St Johns primary School aimed at reaching out to the parents of the pupils there. There was another couple of Alpha courses being run independently by members of the congregation for friends and groups that they were connected with. In February we offered valentine cards for all at MIE with the intention that these would be given sharing God's love and letting people know that they are loved by God. A planned prayer walk aiming to reach out across Ipswich through prayer was postponed due to Covid.

As the worldwide pandemic struck we completed some training and looked to moving Alpha online. The online format worked well (running 2 Alphas in the Summer and a further 2 in the Autumn Term) and several people have continued to meet. Alpha courses were followed up with Christianity Explored and Discipleship Explored courses. We have also encouraged congregation members to be involved with The Word One to One - sharing the Gospel of John with a friend or contact on a one to one basis.

We have been increasing our social media presence over the last year. Initially with a weekday daily blog in which many members of MIE went live to give a reflection. This later developed into a twice weekly series of talks

As Christmas approached we sought to find new ways to engage with our community over the time of Covid. We recorded 12 tips of Christmas which we put onto the MIE website to equip and encourage people to reach out evangelistically over the Christmas period. At Christmas many people knitted angels which were given out to contacts - along with an invitation to our online Christmas services. We also sent a Christmas card to each house in our Parish with a few words written by Mark Prentice and again an invite to Christmas events including the online Carol concert, usually a time where many could bring a non Christian friend too. We encouraged people to join in with Doorstep Carols as we couldn't gather to go carolling around the parish as per usual tradition. The Taste cafe were unable to hold their Christmas service so instead placed the story of Christmas in their window for all to see as they passed by.

Although 2020 meant we had to change the way we did things, there was still a strong focus on Evangelism at MIE. With thanks to all the volunteers who have helped support all of the above.

### **Pastoral**

Pastoral care is an important aspect of the mission of the church. MIE is fortunate to have a dedicated team of elders who undertake prayer and regular contacting of members of the congregations. At the outbreak the Elders contacted those people in particular who perhaps fell outside of the normal support of home groups etc., and those who perhaps had a more 'tenuous' link with MIE. They received positive feedback from those who were appreciative of their call with requests to hold them in our prayers.

One of the roles that fall within the remit of Elders is to assist in Holy Communion but also to take Holy Communion to those who are housebound, in hospital or in care homes; this sadly has not been possible of course but we have been able to maintain that contact and link which is often long term. We have managed to keep contact with the residents of 'Jean Care Home' in which we shared a regular monthly service before lockdown, and were able, with the cooperation of staff, to sing carols at Christmas through the patio doors. Elders in MIE continue to come alongside those whom they have been keeping a watchful eye over along with so many in our church who have shown genuine concern and practical pastoral care for each other and to those outside the church.

### **Global mission**

MIE continues to play an active role as part of the Global Church, being connected with individuals and organisations involved in a range of ministries in the UK, Asia and Africa. In spite of the restrictions, some of our mission partners were able to be with us in person and others have contributed to Global Church services via video. In addition, MIE took part again in the TearFund Big Quiz - this year an online event. The Global Church Group allocates grants on behalf of the PCC, leads the planning for Global Church Sundays and other events, and encourages prayer for our link people and individuals.

### **Children and Youth**

Up until March 2020 we continued our usual Messy Church events, toddler groups, Sunday and midweek groups.

As people were confined to their homes during lock down, we concentrated on keeping in touch with families, encouraging them to find ways to learn about Jesus together at home, and supporting them with phone calls, zoom groups, quizzes, Facebook encouragements and the occasional video of puppets doing silly things. Over the year we have sent out packs for children to participate in the events we usually hold during the year. In the same ways (keeping in touch, sending out activity packs) contact was maintained with Cruisers and Messy Church families.

The summer holiday club normally run at St Andrews was not deterred and run online instead.

When we were able to meet again in church we started children's notes in the services, and then children's groups in the building. Sadly this did not last long before lockdown began again. So we have started zoom groups on a Sunday morning, and keep sending out ideas for families to worship at home together.

Throughout the year we have continued to offer Open The Book assemblies at Sidegate Lane Primary School and St John's Primary School. Since September, these have been pre-recorded and sent in remotely but we are encouraged that the schools are still sharing the stories with their children, both in school and online.

COVID saw all the youth groups move online within two weeks of the first lockdown, with an exception of the Sunday morning group for 11-14s. The outreach club continued online until the summer holidays, but has been unable to start again under COVID regulations. The youth homegroups have continued, online or in person under the leadership of our paid Youth Minister. Both of them have seen an increase in attendance since last March, not only with regularity in attendance, but also several young people joining/rejoining who had been on the fringe of youth/church activities.

MIE had intended to take many of our 11-14s to Contagious, this however was cancelled and in the temporary regulations instituted for the summer holidays, we were able to have a streamed Keswick Convention at Church four day holiday club. While no replacement for the camp experience, it was nevertheless a highly valuable time where the young people grew closer to God, each other, and in their understanding of Church. This has proven helpful in enabling the young people to engage in Church Services with their families, with the support of Sermon Note Sheet clipboards being available in the service, more sermon notebooks given to the 11-14's, and at the end of the year, was decided would be supplemented with post sermon 'Sunday Lunch discussion points' emails for parents, which have been well received.

The closing of two groups and associated practicalities has freed up resources to channel into considerable growth in the young people meeting up one-to-one with a member of the Youth Team, not only in numbers, but also frequency, and most of all spiritually. In the first Lockdown, many took the opportunity to meet weekly, prompting considerable spiritual growth. This has become the primary means of discipling young people, with programmatic ministry taking a supporting role, and being much more effective for it.

### **Clubs for the elderly**

Lunch Club at St John's ran as normal during January and February and then with hot meal delivery for the last two weeks in March before regrettably ceasing in order to keep our members safe.

However some of the volunteer helpers, drivers and cooks have kept in touch with members regularly through phoning. There have also been regular mailings of letters, prayer and hymn selections, exercise sheet, dietary advice, quizzes and cards for birthdays. Christmas goodie bags were distributed to members by many of the willing volunteers which was a chance to see them personally.

When restrictions allowed Leisure Club met together four times during the pandemic. The team are continuing to keep in regular contact with members via phone calls, cards, quizzes and the delivery of a cream tea in the summer. At Christmas we delivered gifts too. We have all valued the contact we have had with our members, as I believe they have too. We pray that we have shown something of God's love in these difficult times.

Janet Damant has been phoning Drop In members weekly throughout the pandemic, which has been much appreciated. Janet also delivered gifts at Christmas.

### **Taste Café**

The Taste Community Cafe provides a welcome and friendly location in our community where we can create and strengthen relationships with those who may not choose to enter a church setting.

The last year has been a challenging and frustrating year coping with the many challenges thrown up by Covid and having little opportunity to engage with the community at a time when need is great. The team look forward to welcoming guests as soon as we are permitted.

Taste operates as part of MIE while inducing members of other churches as volunteers.

### **Pop-up Shop**

At the end of November the church started a Pop-up shop to help people in financial difficulty. Food is purchased from FareShare and added to by donations and anyone can turn up to purchase a bag of food and essentials for £2. In the short time that the shop has been running we have seen an ever increasing demand. It has been good both to serve those in need and to invite people into the church.

### **Volunteers**

The work of the church is supported by a very large number of volunteers who fulfil a wide range of roles to whom we give our thanks. Without their support we wouldn't be able to function.

### **Safeguarding**

The safeguarding of children and vulnerable adults remain a priority for MIE; Elisabeth Jeyasingh and Dominic Nasmyth-Miller (Parish Safeguarding Officers) and Liz Constance (Administrator) have continued to ensure that the safeguarding training and procedures introduced by the Diocese are followed.

### **General maintenance**

During any year there are many things that need to be done to maintain the buildings and equipment used by MIE. From the start of the pandemic all non-urgent work was put on hold. Major work undertaken during 2020 is set out below in the Financial review.

### **Management of Risk**

In order to strengthen its management of overall risk the PCC has established a Governance Committee; this is tasked with reviewing regulations from the Charity Commission, and advising the PCC on appropriate improvements to policies and procedures.

### **Financial review**

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102)' second edition published in October 2019.

### **Giving**

The church is dependent on gifts from church members to maintain its ministry. In 2020 giving to the regular work of the church has increased by £3,522 (1.5%) to £234,748 (including reclaimed tax)

Other restricted gifts totalling £5,717 were also received:

- Mission Support Fund £3,553
- Taste Café £2,164

### **General Fund**

Total income for the regular work of the church was £252,149 (- £14,388). Planned giving held up remarkably well despite the impact of COVID with income from giving and donations increasing by £3,500 on 2019. Unsurprisingly Income from church activities and other trading activities fell sharply to £17,023 from £24,856 as the church premises had to stay closed for most of the year.

Expenditure was £253,746 (- £27,841). Again the main reason for this was the impact of COVID.

Significant increases in expenditure compared to 2019 were:

- Costs of staff paid for by the General fund Increased by £2,129 as the result of two opposing changes. 1, The whole cost of staffing was met by the General fund in 2020 whilst in 2019 £15,336 was covered by the restricted Youth worker fund. 2, The overall staff costs reduced by £13,206 following the departure of our Lay Evangelist part way through 2019.
- Grants for mission increased by £3,560 as a deliberate policy of the church.
- Maintenance and cleaning increased by £6,300; this is largely due to the employment of a cleaning manager for St Andrew's starting towards the end of 2019, and increased supplies due to COVID19;

Significant reductions were:

- Decreased use of Tower Hall as a result of lock-down leading to a decrease in rental costs of £3,451;
- Costs of ministry (including evangelism, children and families, youth work and special events) all impacted by the pandemic, reduced by £13,540
- Costs of Utilities reduced by £4068 due to reduced usage during lock-down.
- Costs of special events, including fund raising events that could not take place, reduced by £3,780.

A total of £10,500 was transferred from the General Fund to the Fabric, Equipment and Organ Funds(+ £1,500). £1,100 was transferred from the General Fund to the Reserve Fund(- £8,600) reflecting a small increase in the General Fund expenditure budget for 2021.

Overall the operational deficit decreased by £19,836 to £13,036. In order to maintain an end of year cash balance of £12,000 a transfer of £12,452 from the unrestricted Development Fund was made at the end of the year.

### **Taste Café**

The Taste Café made an operating profit of £2,878 on a very reduced turnover of £6,282 (including gifts of £2,320) but helped by Government COVID grants of £11,334.

### **Clubs for the children and the elderly**

The St Andrew's Drop-in and Leisure Clubs made a small gain on their regular operation of £37 as compared to a loss of £370 after transfers of £1300 to the General Fund in 2019.

The St John's Lunch Club contributed a profit of £553 to the General Fund.

Tiddlers (St John's) and Little Lambs (Bixley Farm) contributed profits of £89 and £115 to the General Fund.

Crus and Cruizers covered their costs from subs.

### **Global Mission**

A total of £38,980 was given to support global mission, of which £35,427 was contributed by the General Fund, and £3,553 from the Mission Support Fund. The balance of this fund has increased to £3,340.

## **Fabric and equipment**

A total of £1,683, including purchase of fixed assets, was spent from the following funds:

Fabric  
Equipment  
Organ (St John)

The most significant costs are shown below; full details are shown in the notes to the accounts.

### **St Andrew's**

- WiFi equipment: £1,683 (from the Equipment Fund)
- Electrical repairs: £4,214 (from General Fund)

### **St John's**

- Electrical repairs: £3,674 (from General Fund)

## **Reserves**

The PCC holds reserves in a number of designated funds for fabric, equipment replacement and future development. In 2020 the balance of these funds reduced by £2665 to £94,092.

A separate Reserve Fund is also held in accordance with the reserves policy (see below). £1,100 was transferred to this fund, to increase the balance to £36,300.

## **Cash position**

At the end of 2020 the value of net current assets stood at £155,530. The cash balance reduced over the year by £379 to £156,568 of which £507 was restricted.

## **Investment policy**

Funds over and above day to day needs are held in business savings accounts. For major banks which are subject to the Bank of England stress tests there is no limit on the amounts deposited; for other banks the amount deposited is limited to that covered by the Financial Services Compensation Scheme.

## **Reserves Policy**

Funds are transferred each year from the General Fund to the Fabric and Equipment Funds in order to cover occasional larger costs. The PCC also maintains a Reserve Fund set at 1½ month's budgeted expenditure, as a provision against any significant drop in income. A year-end cash balance of £12,000 is maintained in the General Fund to cover monthly cash flow needs. Exceptionally for 2020 the cash balance has been increased to £17,000 to cover deferred expenditure. Legacies and other large gifts are allocated to the Development Fund in order to cater for future needs.

## **Structure**

The PCC has overall responsibility for the running of the church in partnership with the Vicar and Wardens who have specific duties laid down in statute.

The Standing Committee is elected by the PCC to conduct business between meetings of the PCC, and to advise the Vicar and Wardens.

Other committees are established by the PCC to manage aspects of the life of the church, in particular:

Ministry Team  
Operations Committee (St John)



Fabric Committee (St Andrew)  
Global Church Group

Designated people are responsible for their own areas of ministry under the overall supervision of the PCC.

### **Governance and management**

The Trustees are the members of the PCC, which is the governing body of the church.

The responsibilities of the PCC include:

- Directing the activities of the church in accordance with the objectives
- Setting policies and monitoring compliance
- Appointing officers and employees
- Setting and monitoring the budget
- Ensuring compliance with legal duties

**Members of the PCC during 2020**

***Membership of the Parochial Church Council***

Members who served at any time during 2019 were:


**Ex Officio members:**

The Revd Mark Prentice  
Roger Coley, Reader  
Owen Thurtle, Reader  
Elisabeth Jeyasingh, Warden St John  
Daren Wood, Warden St John  
Joyce Hammond, Warden St Andrew  
Margaret Fletcher, Warden St Andrew

**Elected members:**

Rob Allinson  
Sally Calderhead (until APCM 2020)  
Cath Gooch (until APCM 2020)  
Allison Greig, deanery synod representative  
Abraham Isac (until APCM 2020)  
Lionel Mackay, treasurer (until 8<sup>th</sup> June 2020)  
Peter Forty, treasurer (from 8<sup>th</sup> June 2020)  
Dominic Nasmyth-Miller  
Steve Howard  
Jonathan Pipe  
Alistair Poustie  
Tim Quick, deanery synod representative  
Ruth Stamp, deanery synod representative and secretary (until APCM 2020)  
Damon Kerr  
David Verlander  
Andy Wright  
Marilyn Coates (from APCM 2020)  
Susan Robinson (from APCM 2020)  
Elaine Gooch, deanery synod representative (from APCM 2020)  
Eleanor Brindle, deanery synod representative (from APCM 2020)

Approved by the PCC on 15<sup>th</sup> March 2021 and signed on its behalf by the Reverend Mark Prentice  
(PCC Chairman)

  
18-3-21

## Reference and administrative details

**Parish Office:** Mission Ipswich East  
**Address:** St Andrew's Church  
Britannia Road  
**Postcode:** IP4 5HF

**Registered Charity No** 1184276

	<b>Vicar</b>	<b>Correspondent</b>
<b>Name:</b>	The Revd. Mark Prentice	Mrs Ruth Brailsford
<b>Address:</b>	St John's Vicarage Cauldwell Hall Road Ipswich Suffolk	Westminster Close Ipswich Suffolk
<b>Postcode:</b>	IP4 4QE	IP4 5EF

**Bankers**

**Name:** Co-operative Bank plc  
**Address:** PO Box 250  
Skelmersdale  
**Postcode:** WN8 6WT

**Examiner**

**Name:** Christine Wade FCCA  
**Address:** 58-60 Stowupland Road  
Stowmarket  
Suffolk  
**Postcode:** IP14 5AL

## Church Returns List

Electoral Roll

227

Average weekly adult attendance

xxx

Average weekly young person's attendance:

xxx

**Independent Examiners Report to the Parochial Church Council of Ipswich St John the Baptist with St Andrew on accounts for the year ended 31<sup>st</sup> December 2020**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31<sup>st</sup> December 2020, which are set out on pages 12 to 33.

**Responsibilities and basis of the report**

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

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

**Independent Examiner's Statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 146 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed: 

Date: 18<sup>th</sup> March 2021

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Christine D. Wade FCCA  
Chartered Certified Accountant

Hastings Wade  
58-60 Stowupland Road  
Stowmarket  
Suffolk IP14 5AL

## MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

## Statement of Financial Activities

For the period from 01 January 2020 to 31 December 2020

	Note	Unrestricted funds	Restricted funds	Total Funds	Prior Year Funds
		£	£	£	£
<b><i>Income and endowments from:</i></b>	<b>3</b>				
Donations and legacies		246,238	5,717	251,955	264,887
Income from charitable activities		18,065	-	18,065	43,964
Other trading activities		3,794	-	3,794	11,777
Investments		1,395	9	1,404	1,890
Other income		431	-	431	25
<b>Total income</b>		<b>269,923</b>	<b>5,726</b>	<b>275,649</b>	<b>322,543</b>
<b><i>Expenditure on:</i></b>	<b>3</b>				
Raising funds		-	-	-	1,167
Expenditure on charitable activities		275,366	5,717	281,083	384,574
<b>Total expenditure</b>		<b>275,366</b>	<b>5,717</b>	<b>281,083</b>	<b>385,741</b>
Gains / losses on investment assets		-	-	-	-
<b>Net income/(expenditure) resources before transfers</b>		<b>(5,443)</b>	<b>9</b>	<b>(5,434)</b>	<b>(63,198)</b>
<b>Transfers</b>					
Gross transfers between funds - in		25,974	-	25,974	80,549
Gross transfers between funds - out		(25,974)	-	(25,974)	(80,549)
<b><i>Other recognised gains / losses</i></b>					
Gains on revaluation, fixed assets, charity's own use		-	-	-	-
<b>Net movement in funds</b>		<b>(5,443)</b>	<b>9</b>	<b>(5,434)</b>	<b>(63,198)</b>
<b><i>Reconciliation of funds</i></b>					
<b>Total funds brought forward</b>		<b>231,261</b>	<b>899</b>	<b>232,160</b>	<b>295,358</b>
<b>Total funds carried forward</b>		<b>225,818</b>	<b>908</b>	<b>226,726</b>	<b>232,160</b>

All figures are rounded to the nearest £; there may be minor discrepancies in the totals

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**BALANCE SHEET AS AT: 31 DECEMBER 2020**

		2020	2019
	Note	£	£
<b>Fixed assets</b>	8		
Tangible assets		69,530	77,232
		<u>69,530</u>	<u>77,232</u>
<b>Current assets</b>	9		
Debtors		4,343	6,443
Cash at bank and in hand		161,568	156,947
		<u>165,911</u>	<u>163,390</u>
<b>Liabilities</b>	10		
Creditors: Amounts falling due in one year		8,715	8,461
<b>Net current assets less current liabilities</b>		<u>157,196</u>	<u>154,929</u>
<b>Total assets less current liabilities</b>		<u>226,726</u>	<u>232,160</u>
<b>Total net assets less liabilities</b>		<u>226,726</u>	<u>232,160</u>
<b>Represented by</b>			
<b>Unrestricted</b>	2		
General fund		10,627	11,211
<b>Designated</b>			
Mission Support fund		3,340	3,307
Reserve fund		36,300	35,200
Capital fund		69,530	77,232
Drop in fund		634	614
Leisure Club fund		229	420
Cafe fund		10,812	6,268
Christian Resource Library fund		255	253
Fabric fund		7,028	-
Equipment fund		1,329	-
Organ fund		1,280	771
Development fund		84,455	95,986
<b>Restricted</b>			
Drop in fund		908	899
<b>Funds of the church</b>		<u>226,726</u>	<u>232,160</u>

*All figures are rounded to the nearest £; there may be minor discrepancies in the totals*

Approved by the PCC on xxxx 2021 and signed on its behalf by the Reverend Mark Prentice (PCC Chairman) and Mr Daren Wood (Church Warden)

## NOTES TO THE FINANCIAL STATEMENTS for the year ended 31<sup>st</sup> December 2020

### 1 ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### Basis of preparation

The PCC is a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs and with the Regulations “true and fair view” provisions, Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Ireland (FRS102) and Charities Act 2011.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe an affiliation to another body nor those that are informal gatherings of church members.

The accounts have been prepared on a going concern basis.

#### Fund accounting

*Unrestricted funds* are available to spend on activities that further any of the purposes of the PCC.

*Designated funds* are unrestricted funds of the PCC which the PCC has decided at its discretion to set aside to use for a specific purpose. 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 may be moved to other unrestricted funds at the discretion of the PCC.

*Restricted funds* are revenue donations or grants which the donor has specified are to be solely used for a specific PCC activity or project.

Where funds (other than the Reserve Fund) have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis. The balance is allocated to the General Fund.

#### Income recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The PCC has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the PCC;
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

Planned giving, collections and donations are recognised when received.

Tax refunds are recognised when the income to which they relate is received.

For legacies, entitlement is taken as the earlier of:

- the date on which the PCC is aware that probate has been granted;
- the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made; or
- when a distribution is received from the estate.

Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the PCC has been notified of the executor's intention to make a distribution. Where legacies have been notified to the PCC, or the PCC is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Grants are accounted for when it can be considered probable that all of the following conditions apply:

- The PCC has fulfilled the conditions of the grant;
- The amount can be measured reliably;
- Funding is available.

Rental income from the letting of church premises is recognised when the rental is due.

Interest on funds held on deposit is accounted for when receivable.

All incoming resources are accounted for gross.

### **Donated goods and services**

Donated goods are recognised as income when the PCC has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the PCC of the item is probable and that economic benefit can be measured reliably. On receipt, donated goods are recognised on the basis of the value of the gift to the PCC which is the amount the PCC would have been willing to pay to obtain goods of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

The contribution of general volunteers is not included as income in the accounts.

### **Expenditure recognition policies**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

The diocesan parish share expected to be paid over is accounted for when due.

### **Fixed assets**

*Consecrated and benefice property* is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Moveable church furnishings held by the incumbent and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory. All expenditure incurred during the year on consecrated or benefice buildings and inalienable moveable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.



*Equipment and fittings* used with the church premises which are not inalienable, and with a purchase price greater than £1,000, are capitalised within the balance sheet and depreciated on a straight line basis over the following periods:

Portable and office equipment	5 years
Fixtures and fittings	10 years
Freehold property	20 years

No cost information is available for the land used for the St John's car park; a value of £44,558 has been assigned based on a 1997 market valuation of the site. Land is not subject to depreciation.

### **Current assets**

Current assets include:

*Debtors* are recognised at the amounts owing to the PCC at 31 December in respect of fees, rent or other income. Prepayments are valued at the amount prepaid after taking account of any discounts.

*Cash at bank and in hand* includes cash and short-term deposits available at six months' notice or less.

### **Liabilities**

*Liabilities* are recognised at the amounts owed by the PCC at 31 December in respect of goods and services received.

### **Pensions**

The PCC operates two defined contribution pension schemes to cover all employees:

- A non-contributory scheme open to employees earning up to 110% of the Living Wage; the employer's contribution is 9% of wages.
- A contributory scheme open to employees earning more than 110% of the Living Wage; the employee's contribution rate is chosen by employees between 3% and 6% with a matching employer contribution rate between 6% and 12%.

The scheme is part of a multi-employer scheme operated by The People's Pension, and fulfils the church's obligations under auto-enrolment.

## 2 FUNDS

### 2a Unrestricted Funds

- The *Mission Support Fund* is for the support of St John's mission partners and for short term mission projects undertaken by members of St John's which are endorsed by the PCC.
- The *Café Fund* is used for accounting for the operation of the Taste Café.
- The *Drop in Fund* accounts for the operation of the Drop in lunch club at St Andrew's.
- The *Leisure Club Fund* accounts for the operation of the Leisure Club at St Andrew's.
- The *Fabric Fund* comprises funds set aside for the upkeep of the churches and halls.
- The *Equipment Fund* comprises funds set aside for purchase of equipment.
- The *Organ Fund* comprises funds set aside for future repairs to the organ at St John's.
- The *Development Fund* comprises reserve funds designated by the PCC for future development.
- The *Reserve Fund* comprises reserve funds designated by the PCC. The PCC has established a policy which will ensure that it is able to meet its commitments, including potential redundancy costs, in the event of a downturn in income.
- The *Capital Fund* comprises all fixed assets held by the church, other than those held by the Taste Café. The value of the car park area is included in this Fund.
- All other activities are accounted for in the *General Fund*.

### 2b Restricted Funds

- The restricted funds hold gifts restricted by donors for the purposes of the equivalent unrestricted funds.

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**2d Fund movements**

Selected period: 01 January 2020 to 31 December 2020

Fund	Balance b. fwd.	Income	Expenditure	Transfers	Balance c. fwd.
<b>Unrestricted Funds</b>					
General fund	11,211	252,149	253,746	1,012	10,627
<b>Total - Unrestricted</b>	<b>11,211</b>	<b>252,149</b>	<b>253,746</b>	<b>1,012</b>	<b>10,627</b>
<b>Designated Funds</b>					
Mission Support fund	3,307	33	-	-	3,340
Drop in fund	614	881	661	(200)	634
Leisure Club fund	420	435	626	-	229
Cafe fund	6,268	15,452	10,948	40	10,812
Christian Resource	253	2	-	-	255
Library fund					
Fabric fund	-	28	-	7,000	7,028
Equipment fund	-	12	-	1,317	1,329
Organ fund	771	9	-	500	1,280
Development fund	95,986	921	-	(12,452)	84,455
Reserve fund	35,200	-	-	1,100	36,300
Capital fund	77,232	-	9,385	1,683	69,530
<b>Total - Designated</b>	<b>220,050</b>	<b>17,773</b>	<b>21,620</b>	<b>(1,012)</b>	<b>215,192</b>
<b>Restricted Funds</b>					
Mission Support fund	-	3,553	3,553	-	-
Drop in fund	899	9	-	-	908
Cafe fund	-	2,164	2,164	-	-
<b>Total - Restricted</b>	<b>899</b>	<b>5,725</b>	<b>5,717</b>	<b>-</b>	<b>908</b>
<b>Total - All Funds</b>	<b>232,160</b>	<b>275,648</b>	<b>281,082</b>	<b>-</b>	<b>226,726</b>

All figures are rounded to the nearest pound; there may be minor discrepancies in column

## MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**2d Fund movements (cont)**

1 January 2019 to 31 December 2019

<b>Fund</b>	<b>Balance b. fwd.</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfers</b>	<b>Balance c. fwd.</b>
<b>Unrestricted Funds</b>					
General Fund	18,672	265,334	266,191	(6,604)	11,211
<b>Total - Unrestricted</b>	<b>18,672</b>	<b>265,334</b>	<b>266,191</b>	<b>(6,604)</b>	<b>11,211</b>
<b>Designated Funds</b>					
Soul Survivor Fund	-	1,334	1,334	-	-
Mission Support Fund	7,749	665	5,107	-	3,307
Drop in Fund (St Andrew)	938	4,901	4,224	(1,000)	614
Leisure Club Fund (St Andrew)	473	1,742	1,494	(300)	420
Cafe Fund (St John)	5,655	13,153	12,764	223	6,268
Christian Resource Library Fund (St Andrew)	334	2	83	-	253
Fabric Fund	14,125	304	13,987	(442)	-
Equipment Fund (St John)	987	-	8,557	7,570	-
Organ Fund (St John)	106	165	-	500	771
Kitchen Renovation Fund (St Andrew)	753	71	6,450	5,625	-
Development Fund (St John)	82,257	1,184	-	12,544	95,986
Reserve Fund (St John)	25,500	-	-	9,700	35,200
Capital Fund (St John)	82,459	-	8,676	3,449	77,232
Bixley Farm Fund (St J)	28,654	-	-	(28,654)	-
Church Local Outreach Fund (St Andrew)	621	-	-	(621)	-
Life Exhibition Fund (St Andrew)	31	-	-	(31)	-
Pentecost Mission Fund (St Andrew)	1,000	-	-	(1,000)	-
Parish needs Fund (St Andrew)	600	-	-	(600)	-
Cruizers Fund (St Andrew)	50	-	-	(50)	-
Cru Fund (St Andrew)	40	-	-	(40)	-
Stepping Stones Fund (St Andrew)	270	-	-	(270)	-
<b>Total - Designated</b>	<b>252,603</b>	<b>23,521</b>	<b>62,677</b>	<b>6,604</b>	<b>220,050</b>
<b>Restricted Funds</b>					
Youth work Fund (St Andrew)	11,670	1,176	12,846	-	-
Soul Survivor Fund	-	748	748	-	-
Mission Support Fund (St John)	-	15,514	15,514	-	-
Drop in Fund (St Andrew)	892	8	-	-	899
Cafe Fund (St John)	-	2,302	2,302	-	-
Fabric Fund (St Andrew)	4,000	-	4,000	-	-
Organ Fund (St John)	-	1,800	1,800	-	-
Kitchen renovation Fund (St Andrew)	5,000	12,114	17,114	-	-
Development Fund (St John)	2,522	28	2,550	-	-
<b>Total - Restricted</b>	<b>24,084</b>	<b>33,688</b>	<b>56,873</b>	<b>-</b>	<b>899</b>
<b>Total - All Funds</b>	<b>295,358</b>	<b>322,543</b>	<b>385,741</b>	<b>-</b>	<b>232,160</b>

All figures are rounded to the nearest pound; there may be minor discrepancies in column

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**3 Income and expenditure details**

**3a General Fund**

Funds included:

2020: General

2019: General, Youth Work (restricted), Development (restricted)

Income	Total		Restricted	
	2020	2019	2020	2019
	£	£	£	£
<b>Donations and legacies</b>				
Planned giving: Tax efficient giving	154,714	153,176	-	825
Planned giving: Other giving	25,986	29,570	-	135
Collections: Regular collections	2,056	6,077		
Collections: Special collections	-	95		
Other donations	13,084	1,366		
Tax recoverable on Gift Aid	37,158	37,342	-	216
Grants	1,749	3,600		
	<u>234,748</u>	<u>231,226</u>		
<b>Income from church activities</b>				
Wedding and funeral fees	1,273	2,003		
Use of premises: church and children's groups	9,832	12,653		
Income from church clubs	2,096	7,467		
Income from special events	29	2,467		
	<u>13,230</u>	<u>24,590</u>		
<b>Income from other trading activities</b>				
Use of premises: non-church groups and other	3,710	7,999		
Income from fund raising events	55	2,072		
Income from loyalty schemes	29	195		
	<u>3,794</u>	<u>10,266</u>		
<b>Investment income</b>				
Bank interest	378	431	-	28
<b>Other income</b>				
All other income	-	25		
<b>Total Income</b>	<u>252,149</u>	<u>266,538</u>		

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

3a General Fund (cont.)

	Total		Restricted	
	2020	2019	2020	2019
	£	£	£	£
<b>Expenditure</b>				
<b>Fund raising</b>				
Costs of fund raising	-	1,167		
<b>Grants</b>				
Grants for mission	35,427	31,866		
Other grants	-	51		
	<u>35,427</u>	<u>31,917</u>		
<b>Ministry costs</b>				
Parish share	78,666	78,670		
Staff costs	70,432	83,638		15,336
Evangelism	2,964	6,621		
Children and families work	1,875	6,392		
Youth work	1,477	2,097		60
Other ministry costs	3,579	6,320		
Special events	311	2,317		
	<u>159,305</u>	<u>186,055</u>		
<b>Church clubs</b>				
Running costs	1,441	4,376		
Equipment purchase	-	340		
	<u>1,441</u>	<u>4,717</u>		
<b>Premises related costs</b>				
Church and hall: See next page for details	<u>52,456</u>	<u>51,836</u>		
<b>Administration</b>				
Office and administration	5,117	5,895		
	<u>5,117</u>	<u>5,895</u>		
<b>Total Expenditure</b>	<u>253,746</u>	<u>281,587</u>		
Net income	(1,596)	(15,049)		
<b>Transfers</b>				
<b>Operational transfers</b>				
To Fabric Fund	(7,000)	(7,000)		
To Equipment Fund	(3,000)	(1,500)		
To Organ Fund	(500)	(500)		
To Café Fund for Connect	(40)	(223)		
To Reserve Fund	(1,100)	(9,700)		
To Parish Needs Fund	-	(200)		
From Drop-In and Leisure Clubs	200	1,300		
	<u>(11,440)</u>	<u>(17,823)</u>		
Net operational transfers	(11,440)	(17,823)		
<b>Operational surplus/(deficit)</b>	<u>(13,036)</u>	<u>(32,872)</u>		
Other transfers to/(from) Funds	12,452	(19,447)		
	<u>12,452</u>	<u>(19,447)</u>		
<b>Movement in Funds</b>	<u>(584)</u>	<u>(52,319)</u>		
Total Funds brought forward	11,211	63,530		
<b>General Fund total carried forward</b>	<u>10,627</u>	<u>11,211</u>		

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**3 Income and expenditure details (cont.)**

**3a General Fund (cont.)**

**Premises related income and expenditure**

	2020			2019		
	St John	St Andrew	Bixley Farm	St John	St Andrew	Bixley Farm
	£	£	£	£	£	£
<b>Income</b>						
<b>Voluntary income</b>						
Grants	290	-	-	375	-	-
<b>Use of premises</b>						
Church and children's groups	9,309	523	-	11,907	746	-
Other groups	530	503	-	1,687	3,620	-
	<b>9,839</b>	<b>1,026</b>	<b>-</b>	<b>13,594</b>	<b>4,366</b>	<b>-</b>
<b>Fund raising</b>						
Solar PV and use of equipment	2,677		-	2,408	285	-
<b>Total Income</b>	<b>12,806</b>	<b>1,026</b>	<b>-</b>	<b>16,377</b>	<b>4,651</b>	<b>-</b>
<b>Expenditure</b>						
<b>Church and hall</b>						
Cost of hall hire (Tower Hall)	-	-	2,538	-	-	5,989
Insurance	2,554	1,188	-	2,909	1,107	-
Electricity gas and water	4,680	4,469	-	6,895	6,322	-
Cleaning - staff costs	12,350	4,827	-	13,244	1,412	-
Maintenance and other cleaning costs	10,921	8,602	19	9,074	4,162	-
Equipment purchase	281	28	-	101	248	373
<b>Total Expenditure</b>	<b>30,786</b>	<b>19,113</b>	<b>2,557</b>	<b>32,223</b>	<b>13,250</b>	<b>6,362</b>
Net income	(17,980)	(18,087)	(2,557)	(15,846)	(8,600)	(6,362)
Net transfers	-	-	-	-	1,300	-
<b>Overall net income/(cost)</b>	<b>(17,980)</b>	<b>(18,087)</b>	<b>(2,557)</b>	<b>(15,846)</b>	<b>(7,300)</b>	<b>(6,362)</b>

<b>Professional fees</b>	<b>2020</b>	<b>2019</b>
Independent examination	900	900

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**3 Income and expenditure details (cont.)**

**3b Taste Cafe**

Income	Total		Restricted	
	2020	2019	2020	2019
	£	£	£	£
<b>Donations and legacies</b>				
Planned giving: Tax efficient giving	1,380	1,630	1,380	1,630
Planned giving: Other giving	60	80	60	80
Other donations	479	521	323	147
Tax recoverable on Gift Aid	401	444	401	444
Grants	11,334	-		
	<u>13,654</u>	<u>2,675</u>		
<b>Income from church activities</b>				
Sales of food and drink	3,962	12,780		
<b>Total Income</b>	<u><b>17,616</b></u>	<u><b>15,455</b></u>		
<b>Expenditure</b>	£	£		
<b>Premises related costs: Hall</b>				
Rent and rates	8,342	9,323	2,164	2,302
Insurance	585	578		
Energy and water	731	1,076		
Maintenance and cleaning	1,883	1,056		
Equipment purchase	504	200		
	<u>12,045</u>	<u>12,233</u>		
<b>Trading costs</b>				
Cost of sales	1,067	2,832		
<b>Total Expenditure</b>	<u><b>13,112</b></u>	<u><b>15,065</b></u>		
Net income	4,504	390		
<b>Transfers</b>				
To Cafe fund for Connect	40	223		
<b>Movement in Fund(s)</b>	<u><b>4,544</b></u>	<u><b>613</b></u>		
Total Fund brought forward	6,268	5,655		
<b>Total Fund carried forward</b>	<u><b>10,812</b></u>	<u><b>6,268</b></u>		



MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**3 Income and expenditure details (cont.)**

**3c Mission**

Income	Total		Restricted	
	2020	2019	2020	2019
	£	£	£	£
<b>Donations and legacies</b>				
Planned giving: Tax efficient giving	1,820	240	1,820	240
	-	192	-	192
Other donations	1,292	12,027	1,292	11,541
Tax recoverable on Gift Aid	441	2,875	441	2,754
	<u>3,553</u>	<u>15,334</u>		
<b>Income from other trading activities</b>				
Income from fund raising events	-	787		
<b>Investment income</b>				
Bank interest	33	58		
<b>Total Income</b>	<u>3,586</u>	<u>16,179</u>		
<b>Fund reporting</b>				
<b>Expenditure</b>				
<b>Grants</b>				
Grants for mission	3,553	18,621	3,553	15,514
<b>Ministry costs</b>				
Parish share	-	2,000		
<b>Total Expenditure</b>	<u>3,553</u>	<u>20,621</u>		
Net income	33	(4,442)		
Net transfers	-	-		
<b>Movement in Fund(s)</b>	33	(4,442)		
Total Fund brought forward	3,307	7,749		
<b>Total Fund carried forward</b>	<u>3,340</u>	<u>3,307</u>		

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**3 Income and expenditure details**

**3d Drop-In**

	Total		Restricted	
	2020	2019	2020	2019
	£	£	£	£
<b>Income</b>				
<b>Donations and legacies</b>				
Other donations	-	150		
<b>Income from church activities</b>				
Income from church clubs	873	4,742		
<b>Investment income</b>				
Bank interest	16	16	9	8
<b>Total Income</b>	<b>890</b>	<b>4,908</b>		
<b>Expenditure</b>				
<b>Church clubs</b>				
Running costs	661	4,224		
	-	4,224		
<b>Total Expenditure</b>	<b>661</b>	<b>4,224</b>		
Net income	228	684		
<b>Transfers</b>				
To General Fund	(200)	(1,000)		
<b>Movement in Fund(s)</b>	<b>28</b>	<b>(316)</b>		
Total Fund brought forward	1,514	1,830	899	892
<b>Total Fund carried forward</b>	<b>1,542</b>	<b>1,514</b>	<b>908</b>	<b>899</b>

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**3 Income and expenditure details (cont.)**

**3e Leisure Club**

Income	2020 £	2019 £
<b>Donations and legacies</b>		
Other donations	-	16
Tax recoverable on Gift Aid	-	3
	<u>-</u>	<u>19</u>
<b>Income from church activities</b>		
Income from church clubs	-	1,701
<b>Income from other trading activities</b>		
Income from fund raising events	-	18
<b>Investment income</b>		
Bank interest	4	4
<b>Other income</b>		
All other income	431	-
<b>Total Income</b>	<u>435</u>	<u>1,742</u>

**Fund reporting**

**Expenditure**

**Church clubs**

Running costs	626	1,494
<b>Total Expenditure</b>	<u>626</u>	<u>1,494</u>

Net income (191) 248

**Transfers**

To General Fund - (300)

**Movement in Fund(s)** (191) (52)

Total Fund brought forward 420 473

**Total Fund carried forward** **229** **420**

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**3 Income and expenditure details**

**3f Fabric, Equipment & Organ**

Funds included 2020: Fabric, Equipment, Organ

Funds included 2019: Fabric, Equipment, Organ, Kitchen Renovation

	<b>Total</b>		<b>Restricted</b>	
<b>Income</b>	<b>2020</b>	<b>2019</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Donations and legacies</b>				
Other donations	-	11,200		11,200
Tax recoverable on Gift Aid	-	300		300
Legacies	-	2,114		2,114
Grants	-	494		300
	-	14,108		
<b>Income from church activities</b>				
Wedding and funeral fees	-	150		
<b>Investment income</b>				
Bank interest	49	196		
<b>Total Income</b>	<b>49</b>	<b>14,454</b>		
<b>Expenditure</b>				
<b>Premises related costs: Church</b>				
Maintenance and cleaning	-	12,947		
Equipment purchase	-	8,944		
Major repairs	-	30,017		
<b>Total Expenditure</b>	<b>-</b>	<b>51,909</b>		22,914
Cost of Fixed Assets	1,683	3,449		
<b>Total cash outgoings</b>	<b>1,683</b>	<b>55,358</b>		
<b>Transfers</b>				
From General Fund	10,500	9,000		
From Development Fund	-	7,702	-	7,702
<b>Net transfers</b>	<b>10,500</b>	<b>16,702</b>		
<b>Movement in Fund(s)</b>	<b>8,867</b>	<b>(24,202)</b>		
<b>Total Fund brought forward</b>	<b>771</b>	<b>24,972</b>		
<b>Total Fund carried forward</b>	<b>9,638</b>	<b>771</b>		

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

4 ANALYSIS OF GRANTS

	2020		2019	
	Unrestricted Funds	Restricted Funds	Unrestricted Funds	Restricted Funds
	£	£	£	£
<b>Overseas mission and relief</b>				
Wycliffe Bible Translators	9,600	80	9,400	240
SIM	2,750	-	2,700	-
Birmingham City Mission	1,050	-	1,000	-
Diocese of Kagera	3,000	-	2,000	511
Evangelical College of Malawi	600	-	600	-
Association for Theological Education in Nepal	500	-	500	-
Faith Missions Trust	2,500	-	2,866	75
Leprosy Mission	-	-	-	596
Tearfund	500	-	1,107	-
Open Doors	2,600	78	2,500	12,964
United Mission to Nepal	1,000	2,175	-	55
Wise Solution Ministries	500	1,220	1,500	986
Compassion UK (child sponsorship)	327	-	300	-
	<u>24,927</u>	<u>3,553</u>	<u>24,473</u>	<u>15,427</u>
<b>UK mission</b>				
FIND	-	-	-	86
Beehive Children's Foundation	400	-	-	-
CMS	4,800	-	4,700	-
CYM	2,500	-	3,000	-
Inspire	1,300	-	1,300	-
Talitha Koum	1,500	-	1,500	-
	<u>10,500</u>	<u>-</u>	<u>10,500</u>	<u>86</u>
<b>Other grants</b>				
Children in need	-	-	51	-
	<u>35,427</u>	<u>3,553</u>	<u>35,024</u>	<u>15,513</u>

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**5a STAFF COSTS**

	2020	2019
Salaries and wages	72,925	83,855
National Insurance	115	467
Contributions to Defined Contribution Pension scheme	5,077	5,519
Expenses - Incumbent	809	1,569
Other staff	442	698
	<u>79,368</u>	<u>92,107</u>

During the year the PCC had eight employees:

Three Children's and Families Workers  
Youth Worker  
Church Worker/Evangelist  
Church Administrator  
Three cleaners

No employee was paid more than £60,000

**5b CONTRIBUTION OF VOLUNTEERS**

Volunteers are central to the running of the church, including the following:

- Acting as Trustees
- Leading and supporting services of worship
- Leading children's and youth groups
- Cooking and helping at Lunch Club, Drop-in and Leisure Club
- Leading home groups and other small groups
- Serving in Taste Café
- Office administration
- Management and maintenance of buildings and grounds

## **6 RELATED PARTY TRANSACTIONS**

### **Salaries and pension contributions**

The costs shown in 3a) include payments to the following related parties:

- Mrs Lizzie Kent, who is the sister of Mrs C Gooch (PCC member MIE to APCM2020), was employed as a Children's and Families Worker during 2020. Her total payment during the year was £6,687(2019: £6,589).

- Mrs Emma Allinson who is the wife of Mr Rob Allinson (PCC member MIE) was employed as a Children's and Families Worker during 2020. Her total payment during the year was £6,687(2019: £6,589).

- Ms Eleanor Brindle who became a Deanery Rep at the APCM2020 was employed as a Youth Worker during 2020. Her total payment during the year was £18,231.

Their salaries have been set in accordance with previously established PCC policies.

Mrs Gooch, Mr Allinson and Ms Brindle have not voted on employment matters.

### **Service contract**

The PCC employed A - Z Cleaning, which is owned by Mr Steve Howard (PCC member MIE) , to manage the cleaning of St John's and St Andrew's. During 2020 they were paid £6,933 (2019: £5,541) for the management, £43 (2019: £36) for replacement cleaner wages and £2,336 (2019: £3,047) for cleaning supplies.

The regular cleaners are employed by Mission Ipswich East.

### **Grant**

No other payments or expenses were made to related parties, including PCC members, other than costs incurred on behalf of the church (2019: £300) .

### **Donations from Trustees**

The total amount of donations from Trustees, including reclaimed tax, was £50,870 (2019: £53,780) .

## 7 ANALYSIS OF TRANSFERS BETWEEN FUNDS

	Transfers In		Transfers Out	
	Fund	Amount £	Fund	Amount £
<b>Cash transfers</b>				
Annual transfer	Fabric	7,000	General	(10,500)
	Equipment	3,000		
	Organ	500		
Children's costs at Café	Café	40	General	(40)
Use of hall	General	200	Drop-in	(200)
Use of lounge	General	-	Leisure Club	-
Annual transfer	Reserve	1,100	General	(1,100)
Clear General Fund deficit	General	12,452	Development	(12,452)
		<u>24,292</u>		<u>(24,292)</u>
<b>Fixed asset transfers</b>				
WiFi (St Andrew)	Capital	1,683	Equipment	(1,683)
		<u>1,683</u>		<u>(1,683)</u>
		<u>25,974</u>		<u>(25,974)</u>

## 7 Analysis of transfers (cont.)

Fund	In	Out	Net
<b>Unrestricted</b>			
General	12,652	(11,640)	1,012
Drop-in	-	(200)	(200)
Leisure Club	-	-	-
Café	40	-	40
Fabric	7,000	-	7,000
Equipment	3,000	(1,683)	1,317
Organ	500	-	500
Development	-	(12,452)	(12,452)
Reserve	1,100	-	1,100
Capital	1,683	-	1,683
	<u>25,974</u>	<u>(25,974)</u>	<u>-</u>



## 8 FIXED ASSETS

	Freehold Land & Buildings Unrestricted	Equipment Unrestricted	Total
Actual/ deemed cost	£	£	£
1 January 2020	124,736	45,859	170,595
Disposal	-	-	-
Additions	-	1,683	1,683
31 December 2020	<u>124,736</u>	<u>47,542</u>	<u>172,278</u>
<b>Depreciation</b>			
1 January 2020	71,756	21,607	93,364
Withdrawn on disposal	-	-	-
Charge for year	4,064	5,321	9,385
31 December 2020	<u>75,820</u>	<u>26,928</u>	<u>102,748</u>
<b>Net Book Value at</b>			
31 December 2020	48,916	20,614	69,530
31 December 2019	52,980	24,252	77,232
Losses and write-downs	-	-	-

## 9 CURRENT ASSETS

	2020				2019	
	General Fund	Café Fund Unrest. & Restr.	Other Funds		Total	Total
	£	£	Unrestr. £	Restr. £	Total £	Total £
Cash and bank	17,000	8,810	134,850	908	161,568	156,947
<b>Debtors</b>						
Tax recoverable	-	401	-	-	401	3,295
Prepayments	1,461	1,706	-	-	3,167	2,294
Other debtors	776	-	-	-	776	854
	<u>19,237</u>	<u>10,917</u>	<u>134,850</u>	<u>908</u>	<u>165,911</u>	<u>163,390</u>

## 10 LIABILITIES

	2020				2019	
	General Fund	Café Fund Unrest. & Restr.	Other Funds		Total	Total
	£	£	Unrestr. £	Restr. £	Total £	Total £
<b>Amounts falling due in one year</b>						
Accruals for utility and other costs	8,610	105	-	-	8,715	8,461
	<u>8,610</u>	<u>105</u>	<u>-</u>	<u>-</u>	<u>8,715</u>	<u>8,461</u>

Note:

The PCC has secured a 1 year lease on the Taste Café from 21st January 2021. The amount payable is:  
 - Within a year: £7,000

MISSION IPSWICH EAST (PCC OF IPSWICH ST JOHN THE BAPTIST WITH ST ANDREW)

**11 ANALYSIS OF CASH AND CASH EQUIVALENTS**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds £</b>	<b>Prior year Funds £</b>
Petty cash in hand	1,736	-	1,736	1,179
Current account and no notice savings account	73,924	908	74,832	34,661
45 & 120 day notice accounts	85,000	-	85,000	121,107
<b>Total cash and cash equivalents</b>	<b>160,660</b>	<b>908</b>	<b>161,568</b>	<b>156,947</b>