The Diocese of St Edmundsbury and Ipswich

Annual Report and Financial Statements of the Parochial Church Council of St Mary's & St Botolph's Church Whitton, Ipswich Suffolk

For the year ended 31 December 2020

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH

REPORT AND FINANCIAL STATEMENTS 2020

Contents **Pages**

Reference and administrative information	1 - 2
Parochial Church Council Annual Report	
Structure, governance and management	3
Aims and objectives	4
Achievements and performance	5 - 6
Financial review	7
Risk assessment	7 – 8
Declaration	8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the accounts	12 -22

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

REFERENCE AND ADMINISTRATIVE INFORMATION

Church: **St Mary and St Botolph**

Address: **Whitton Church Lane**

Ipswich

Suffolk

Postcode**:** **IP1 6LT**

Priest In Charge

Name: Revd M Sokanovic

Address: Side View

School Road

Coddenham

Postcode: IP6 9PS

Telephone: 07824 323073

Bankers

Name: CAF Bank Ltd

Address: 25 Kings Hill Avenue

Kings Hill

West Malling

Postcode: ME19 4JZ

Examiner

Name: Charlotte Hodgson

Address: C/o 4 Cutler Street

Ipswich

Postcode: IP1 IUQ

Church Membership

Electoral Roll – Resident:	51	
Electoral Roll – Non- Resident:	37	
Average Weekly Adult Attendance	51	Under covid-19 rules.
Average Weekly Young Persons Attendance:	3	Under covid-19 rules.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

REFERENCE AND ADMINISTRATIVE INFORMATION (continued)

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

	Name	**Term of Office Ends**
Incumbent:	Revd M Sokanovic	Priest in Charge
Assistant Curate:	Maureen Bonsall	
Churchwardens	Mrs P Neesam Mr T Page	May 2021 31 December 2020
Deanery Synod Representative(s):	Mr C Bulpitt Mrs B Frost	April 2023 April 2023
Elected Member(s):	Mr R Boggis Mrs S Brooks (*Secretary)* Mr K Game Mrs S Coward (CW elect) Mr R Jones Mrs B Kemp Mr M Steward Mrs A Parobij	April 2023 May 2021 Retired October 2020 December 2020 April 2022 May 2021 May 2021 April 2023
Co-opted	Mr H Burke *(Treasurer)*	May 2021

NB All PCC Members are Elected for a notional 3 year Term of office

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The PCC is registered with the Charity Commission. No: - 1139484

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

Committees
The PCC operates through a number of informal panels that report back to the PCC for decision-making:

Standing Committee:
This Committee consists of the Chairman, the Vice Chairman, Churchwardens, Secretary and a PCC member. This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Other Committees:
Finance - overseas the general financial dimension of the work of the parish by monitoring income and expenditure against a pre-planned budget, budgeting and co-ordination of the annual review of the Christian Stewardship of money through planned giving.

Fabric - attends to matters relating to the stewardship of the fabric of the church and two halls together with the surrounding land. The general upkeep and maintenance of the Churchyard is the responsibility of Ipswich Borough Council as the graveyard was closed for burials, except for existing double grave vacancies and spaces reserved by faculty, by Order in Council sixteen years ago. There have been 7 interments of ashes in the Yew Garden, 4 internments of ashes and no burials in the graveyard during the year.

Mission - attends to matters relating to the mission and outreach of the parish and to the promoting of Christian education within the congregation.

Social - arranges and oversees social occasions offering opportunity for fellowship and also promotes fundraising ideas and events for the benefit of the Parish. It was felt that fundraising could also be used as a form of mission, and to publicise the Church around the area.

Communication- organises the parish publicity via The Whitton Times, the weekly Pew Sheet, and the parish web site. In addition it arranges the distribution of information regarding Parish events.

Liturgy and Worship- prepares the service booklets for each of the Church seasons. It is also responsible for the smooth running of the services.

Church Attendance.
There were 88 parishioners on the electoral roll at the end of 2020, 37 of whom were not resident within the parish. During the year 2 people died and 3 moved away.

The average Weekly Attendance, in person (at the normal Sunday and Wednesday services) counted during October 2020 was 51 adults and 3 children under 16 years of age. Church at home estimated viewing 192.

Due to the pandemic there were no occasional services held in Church during 2020.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

AIMS AND OBJECTIVES

The Parochial Church Council has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical [PCC (Powers) Measure 1956 Section 2]
At the PCC meeting held on March 2nd 2020, the aims and objectives for the Parish were reviewed & agreed.

- to serve the area as a Parish Church
- to provide a centre for traditional worship
- to foster youth development
- to embody 'The Five Marks of Mission' as the guiding directive in our Parish

In planning the activities of the Parish for the year, the incumbent and the PCC have considered the
Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, ordinary people are encouraged to live out their faith as part of our parish community through:

- different types of Worship and prayer; learning about the Bible; and developing their knowledge and trust in Jesus.
- provision of pastoral care for people living in the Parish.
- activities for children from Schools in the Parish.
- Missionary and outreach work.

THE FIVE MARKS OF MISSION

TELL – To proclaim the good news of the Kingdom
TEACH – To teach, baptise and nurture new believers
TEND – To respond to human need by loving service
TRANSFORM – To seek to transform unjust structures in society
TREASURE – To strive to safeguard the integrity of creation, and sustain and renew the life of the earth.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

ACHIEVEMENTS AND PERFORMANCE

Review of the year

The full PCC met 7 times during the year with an average attendance of 80%.

Our Learning Community and panels have met between meetings and reports of these were presented at the following PCC or Vision meetings and discussed as necessary. From April these were held on Zoom.

The general running repairs and maintenance of the Church, churchyard and halls have been addressed by the Parish working party.
Since receiving the North Aisle faculty, grants have been received and a 'Buy a Brick Appeal" was initiated to meet some of the costs of the work which has successfully reached its target.

We continue to participate in Inspiring Ipswich through our learning community. Our own vision has been the basis of our ideas for growth.
The fabric of both the Parish Hall and the Ascension Hall continues to give rise for concern. A grant for replacement of guttering at the Church Hall has been received and work will commence in the New Year. Unfortunately this year we have been unable to let either of our halls for income. This has had a severe impact on our finances.

Sadly because of the pandemic the spring bulb planting programme was unable to take place.
Due to the pandemic it was with regret that the following activities were unable to take place this year:
Family Services, Mums and Tots, Open the Book, Service of light and life, visits from schools, movie club,Wikidz and visits to Thurleston Nursing Home.

Remembrance Sunday service this year was held online. Individual wreaths having been laid the day before, following the Act of Remembrance at the War Memorial which was filmed. We were able to have a short service of Remembrance in the churchyard at St Mary Akenham.

The Scout and Guide organisations have been unable to meet in our halls but have continued to meet on Zoom.

Thanks to the goodwill of many people our participation in Operation Christmas Child resulted in 60 filled shoe boxes which were sent to children overseas.

After January and February the Elders were unable to take Holy Communion to the house bound but have kept in touch with people by telephone.

During the year our online Church at Home Sunday Services, fondly known to us as Conservatory Church, has been a great success and comfort to many and has reached across the world.

Shortly after the first lockdown an online service of Compline was initiated. This takes place every evening at 9.00pm reaching up to a 100 people and is led by Clergy and Lay people.

In November we established, in conjunction with the BASIC Life Community Charity, a pop-up shop for the people of the parish. BASIC Life is a Christian charity which endeavours to provide food and support to those in need in our community. After seeking a team of volunteers to assist in the project our shop opened on Wednesday 18th November and is held each Wednesday in the Church between 1-2pm. In exchange for £2 a re-usable bag is provided which may be filled with items from the produce

ACHIEVEMENTS AND PERFORMANCE (continued)
Review of the year (continued)

available. The bag can then be brought back to re-fill in the following week for a cost of £2. The produce on offer varies from fresh fruit and vegetables to pasta and long-life milk, tinned goods and toiletries. Anyone in need may come, no referral is required and there is no means testing.

There were 2 Weddings held during the year. In February a "Songs of Praise for Marriage" service, which was followed by the "Wedding Evening". In January and February 2 Baptisms were held. There were 8 funeral services held in Church. In addition the Incumbents of the Parish conducted 18 funeral services at the Ipswich & Seven Hills Crematoriums.

Prior to the first lockdown we were able to squeeze in a Men's breakfast and a ladies continental breakfast. We were very lucky to enjoy our Parish Dinner, two days before lockdown, when we were entertained by Charlie Haylock.

Sadly both social and fellowship activities were curtailed including, an outing, parish lunch, harvest supper, May and Christmas Fayres, Cheese and Wine in the Churchyard, Cream Teas at Akenham and a quiz. We look forward to these again happening in the future.

Collections paid through Restricted funds	**£**
Water Aid	173.03

PCC Members – Expenses	£
M. Sokanovic	2,067.12
H. Burke	24.35
P. Neesam	79.00
R.Boggis	583.97

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

FINANCIAL REVIEW

The planned giving through the envelope scheme gift aid was £33,221.58 .This is a decrease on last year of £6,335.96 (2019: increase of £5,026.68). Cash collections decreased by 34.7 % (2019: decrease of 13.2%) this equates to an overall decrease in giving of 11.7% (2019 increase of 10.0%).
We paid 45.9% of our Parish Share obligation. (2019 100.0%).

Reserves Policy
The PCC of St Mary's & St Botolph met on 2nd March 2020 to review and agree the Parish policy on reserves. It was agreed that:
The Fabric Fund reserve should be no less than £1,000 to cover emergency payments.
The Organ Fund reserves should contain £500 to cover general maintenance costs.
General Fund Reserve (Deposit & Current Account) should be maintained no less than £8,500 to cover one month's operating expenses.
Missions Fund, no less than £500 to cover emergency grant aids.
The valuation of Diocesan Board of Finance (DBF) Investment reserves was agreed to be not less than £25,000, to reflect the current stock market situation, and would be kept under review.

RISK ASSESSMENT

The PCC (as charity trustees) has reviewed and amended the comprehensive, strategic plan compiled in 2003, setting out the major opportunities available to the Church, and the risks to which it is exposed. The PCC has monitored progress against the strategic objectives set out in the plan at each meeting and a comprehensive review of the plan will be carried out annually. The PCC has set up through the Finance, Fabric, Mission & Social committees an ongoing review of all aspects of risk assessment, which cover the following aspects.

Financial Risks – The Finance committee maintains a constant overview reporting to the PCC ad hoc. The PCC believes that most aspects of financial risk are reviewed at regular meetings of the committee. They produce an annual budget, which is passed by the PCC, the budget is then monitored on a regular basis, and any major expenditure is investigated by the committee before approval by the whole PCC. It is the view of the PCC that financial risks are greatly minimised by the activity of the committee.

Reputation Risk – Over the last year any sensitive issues that have been discussed in confidence at PCC meetings always took into account the reputational concerns when making decisions. During the year the joint committees have reviewed how we avoid unwelcome publicity, which hinders the mission of the Church.

Statutory and Legal Requirements -The Parish has adopted the Diocesan Safeguarding Policy and to ensure that the policy is maintained a Safeguarding officer, has been appointed. Key workers are to be checked with the Disclosure and Barring Service (DBS). Other people working with children are to complete a confidential Declaration. The fabric & social committees ensure that activities carried out meet the necessary legal requirements. These committees will continue to review their activities and assess the risks so as to ensure that health and safety, employment law, and associated difficulties, which could lead to compensation claims, are minimised. Regarding Health & Safety, the Ecclesiastical Insurance model policy has been adopted. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure to have regard to the House Of Bishops guidance on safeguarding children and vulnerable adults.

RISK ASSESSMENT (continued)

Operational Risk -Through the work of the Church Elders, Church Wardens & other church officers, systems are in place so that services can go ahead without Clergy, in cases of emergencies. The PCC will continue to carry out a full risk assessment on threats to the Church ability to deliver its objectives.

The PCC [as Charity Trustees] has established systems and procedures to mitigate those risks identified in the plan. The implementation of procedures

have minimised any potential impact on the charity. There has been nothing adverse reported.

DECLARATION

The Parochial Church Council declare that they have approved their annual report above

Signed on behalf of the Parochial Church Council

_____ Date August 2021
Signature

Rev'd Mary Sokanovic
Priest in Charge

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES (MEMBERS OF THE PAROCHIAL CHURCH COUNCIL)

I report on the financial statements of the PCC for the year ended 31 December 2020 which are set out on pages 10 to 22.

Respective responsibilities of Trustees and the Examiner

The church's trustees are responsible for the preparation of the financial statements, they 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.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145 (5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with 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 with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements

    a. to keep accounting records in accordance with the Act; and
    b. to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Act and the Regulations 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.

Signed ***Charlotte Hodgson*** Date 30th July 2021

Charlotte Hodgson
C/o 4 Cutler Street
Ipswich
IP1 1UQ

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS FROM 1 JANUARY 2020 TO 31 DECEMBER 2020 STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted funds 2020		Restricted funds 2020	Total funds 2020	Total funds 2019
Incoming resources	**Notes**	**General**	**Designated**			
		£	**£**	**£**	**£**	**£**
Incoming resources from generated funds:						
- Voluntary income	3.1	42,881.30	-	1,922.53	44,803.83	54,378.26
Activities for generating funds	3.2	6,614.73	-	-	6,614.73	11,659.79
Investment Income	3.3	1,656.74	-	-	1,656.74	1,714.51
Incoming resources from charitable activities	3.4	1,385.00	1,201.47	92,667.08	95,253.55	26,181.52
Other incoming resources	3.5	5,382.60	361.70	-	5,744.30	9,144.50
Total incoming resources		57,920.37	1,563.17	94,589.61	154,073.15	103,078.58
Resources expended						
Costs of generating funds						
- Costs of generating voluntary income	4.1	-	-	-	-	-
Charitable activities	4.2	46,210.71	2,418.55	18,913.66	67,542.92	107,273.78
Other resources expended	4.3	1,009.00	-	-	1,009.00	3,659.15
Total resources expended		47,219.71	2,418.55	18,913.66	68,551.92	110,932.93

Net incoming resources before transfers		10,700.66	(855.38)	75,675.95	85,521.23	(7,854.35)
Gross transfers between funds	6	109.97	2,535.41	(2,645.38)	-	-
Net incoming resources before other recognised gains		10,810.63	1,680.03	73,030.57	85,521.23	(7,854.35)
Other recognised gains						
Gains and losses on investment assets		3,540.81	-	-	3,540.81	8,342.87
Net movement in funds		14,351.44	1,680.03	73,030.57	89,062.04	488.52
Total funds brought forward		26,457.09	14,411.17	81,439.21	122,307.47	121,818.95
Total funds carried forward		40,808.53	16,091.20	154,469.78	211,369.51	122,307.47

All incoming and expended resources derive from continuing activities.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

BALANCE SHEET AS AT 31 DECEMBER 2020

		Unrestricted funds 2020		**Restricted funds 2020**	**Total this year 2020**	**Total last year 2019**
	Notes	**General**	**Designated**			
		£	**£**	**£**	**£**	**£**
Fixed assets						
Tangible assets	8	175.00	-	-	175.00	1,225.00
Investments	9	54,847.56	-	-	54,847.56	51,161.09
Total fixed assets		55,022.56	-	-	55,022.56	52,286.09
Current assets						

Debtors	10	1,638.36	-	49,443.40	51,081.76	2,754.70
Cash at bank and in hand		(13,938.56)	16,243.45	105,199.41	107,504.30	70,980.28
Total current assets		(12,300.20)	16,243.45	154,642.81	158,586.06	73,734.98
Creditors: amounts falling due within one year	11	1,913.83	152.25	173.03	2,239.11	3,713.60
Net current assets		(14,214.03)	16,091.20	154,469.78	156,346.95	70,021.38
Net assets		40,808.53	16,091.20	154,469.78	211,369.51	122,307.47
Funds of the PCC						
Unrestricted funds						
- Designated funds	12	-	16,091.20	-	16,091.20	14,411.17
- General funds		40,808.53	-	-	37,350.02	26,457.09
Restricted funds	13	-	-	154,469.78	157,928.29	81,439.21
Total funds		40,808.53	16,091.20	154,469.78	211,369.51	122,307.47

Signed on behalf of the Parochial Church Council

Rev'd Mary Sokanovic_____ Date August 2021
Priest in Charge

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

1. Basis of preparation

1.1. Basis of accounting

These accounts have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's, and with the Regulations' "true and fair view" provisions, it is also the first year they have been prepared under FRS102 (2016) as the applicable accounting standard.

2. Accounting policies

2.1. Fund accounting

- Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the church. Unrestricted funds include revaluation reserves representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the PCC for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

2.2. Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:
- the charity becomes entitled to the resources;
- the PCC are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliably.

2.3. Resources expended and irrecoverable VAT

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.
Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

2.4. Allocation of costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

2.5. Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.6. Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gifts to which they relate.

2.7. Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.
Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

2.8. Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

2.9. Volunteer help

The value of any voluntary help received is not included in the accounts.

2.10. Investment income

This is included in the accounts when receivable.

2.11. Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.12. Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.13. Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

2.14. Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the charity on receipt. Depreciation is provided at rates calculated to

write off the cost of each asset over it's expected useful life, which in all cases is estimated at four years.

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.15. Investments

Investments are valued at market value at the year end.

3. Analysis of incoming resources

3.1	**Analysis**	**This Year £**	**Last Year £**
Voluntary income	Planned giving	33,221.58	39,557.54
	Inland revenue refunds	7,285.36	7,934.20
	8.00am Cash collection	-	94.50
	9.30am Cash collections	2,141.79	1,800.09
	6.30pm Cash collections	196.67	539.94
	Other services Cash collections	253.57	1.633.28
	Wednesday – Ascension	65.52	392.50
	Contributions to church upkeep	387.81	468.20
	Sundry donations	1,251.53	1,958.01
		44,803.83	54,378.26

3.2	Analysis	This Year £	Last Year £
Activities for generating funds	Hire of Parish hall	2,276.16	3,396.35
	Hire of Ascension hall	4,338.57	8,263.44
		6,614.73	11,659.79

3.3	Analysis	This Year £	Last Year £
Investment Income	Dividends	1,391.14	1,350.66
	Interest	265.60	363.85
		1,656.74	1,714.51

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

3.4	**Analysis**	**This Year £**	**Last Year £**
Incoming resources activities	Fund raising events	1,385.00	4,484.36
	Community Choir	-	4,117.42
	Church floodlighting	225.00	598.75
	Mission & Outreach	11,676.59	3,179.53
	Hall Maintenance	1,021.47	1,295.53
	Church Fabric	180.00	180.00
	Church Silver Replacement	234.00	-
	St Botolph's Bounty	325.00	-
	Parish Hall Renovation Income	12,000.00	-
	North Aisle	55,012.58	11,560.20
	Akenham	-	453.56
	Mum's & Tot's	63.91	22.17
	Brick Fund	4,903.00	-
	Suffolk Hardship Fund	8,227.00	-
	Tree Replacement	-	290.00
		95,253.55	26,181.52

3.5	**Analysis**	**This Year £**	**Last Year £**
Other incoming resources	PCC fees	3,434.00	5,077.75
	Priest fees	474.00	1,039.00
	Organist fees	513.00	1,101.00
	Organ fund	20.00	60.00
	Choir fees	105.00	315.00
	Vergers fees	223.00	437.25
	CCLI & PA	341.70	457.00
	Travel fee for Clergy-Funeral	633.60	657.50
		5,744.30	9,144.50

4. Analysis of resources expended

4.1	**Analysis**	**This Year £**	**Last Year £**
Costs of generating voluntary income	Other donations	-	-

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS
NOTES TO THE ACCOUNTS

4.2	**Analysis**	**This Year £**	**Last Year £**
Charitable activities	- Mileage claims: Rector	601.45	944.34
	- Other expenses: Rector	167.86	138.69
	Payments for organ services.	600.00	3,775.00
	Quota	25,124.77	52,355.89
	Church upkeep	834.92	1,988.30
	Printing, stationery and postage	1,340.89	1,835.60
	Telephone	1,337.40	1,253.77
	Photocopier Depreciation Charge	1,050.00	1,050.00
	Church hall running costs- Electricity	590.77	1,044.72
	- Gas	918.18	530.89
	- Water	250.71	148.15
	- Cleaning, repairs and renewals	1,729.53	2,676.55
	Ascension hall running costs- Electricity	690.73	912.05
	- Gas	1,226.04	682.29
	- Water	290.87	312.89
	- Cleaning, repairs and renewals	1,388.94	1,416.64
	Parish church running costs -Electricity	455.36	708.63
	- Gas	1,836.37	1,061.79
	- Water	62.23	46.24
	Insurance	4,192.36	4,178.72
	Social Events	1,341.33	2,435.80
	Bank charges	60.00	60.00
	Basic Life pop up shop	299.90	-
	Mission & Outreach	6,893.73	9,387.09
	Community Choir	1,021.00	1,748.10
	Suffolk Hardship	7,850.00	-
	Church floodlighting	180.00	180.00
	PCC discretionary fund	329.81	45.00
	Office Equipment and Services	387.61	-
	Hall Maintenance	770.90	955.07

WW1 Remembrance Project	185.00	-
Church Fabric	173.20	566.80
Botolph's Bounty	725.00	-
Tree Replacement	-	476.45
Sundry	1,784.03	180.00
Donations		
Akenham	201.57	-
Church Silver Replacement	-	12,727.80
Resources	95.00	329.14
Childrens' Ministry	-	148.95
CCLI & PA	555.46	572.43
North Aisle	-	200.00
	67,542.92	107,273.78

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

4.3	**Analysis**	**This Year £**	**Last Year £**
Other resources expended	Priest fees	420.00	1,040.00
	Organist fees	235.00	1,211.00
	Choir pay	131.00	254.00
	Verger fees	223.00	437.25
	Rector's Travel fees	-	716.90
		1,009.00	3,659.15

5. Details of certain items of expenditure

5.1. PCC expenses	**This Year £**	**Last Year £**
Number of PCC members who were reimbursed expenses	4	10
Nature of the expenses		
- Printing, stationery and postage	320.95	390.63
- Hall Maintenance	55.90	14.07
- Church upkeep	281.82	95.48
- Mileage	601.45	944.34
- Other Ministry expenses	9.99	39.75
- Telephone	387.50	240.60
- Travel fees for Funerals	-	708.50
- Office Equipment	387.61	198.99
- Resources	-	288.52

- Basic Life Pop Up Shop	299.90	-
- Church Fabric	-	38.00
- Cleaning, repairs and renewals: Ascension Hall	6.98	8.00
- Mission & Outreach	162.53	139.78
- Payments for organist services	-	800.00
- PCC Discretionary Fund	239.81	-
- Verger Fees	-	437.25
Total amount paid	2,754.44	4,343.91

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

5.2. Fees for examination or audit of the accounts	**This Year £**	**Last Year £**
Independent examiner's fees for reporting on the accounts	-	-

6. Gross transfers between funds

£ 362.70 from Kneelers was transferred to Church Fabric.
£6,168.76 from Restoration to North Aisle.
£ 561.67 from Church Hall Kitchen Extension to Hall Maintenance.
£ 394.00 from Ascension Hearing Loop to Hall Maintenance.
£ 180.00 from Candle Stand at Parish Church to Hall Maintenance.
£ 893.10 from Church Hall Soundproofing to Hall Maintenance
£ 143.94 from Church Hall Staging to Hall Maintenance
£ 109.97 from Tree Replacement Fund to the General Fund.

7. Paid employees

7.1. Staff Costs	**This Year £**	**Last Year £**
Gross wages, salaries and benefits in kind	600.00	3,775.00
	3,775.00	3,775.00

7.2. Average number of full-time	**This Year**	**Last Year**

equivalent employees in the year	No.	No.
Other	1	1
	1	1

8. Tangible fixed assets

8.1 Cost or valuation	Fixtures, fittings and equipment £	Total £
Balance brought forward	4,200.00	4,200.00
Additions	-	-
Disposals	-	-
Balance carried forward	4,200.00	4,200.00

8.2 Accumulated depreciation and impairment provisions	Fixtures, fittings and equipment £	Total £
Balance brought forward	2,975.00	2,975.00
Depreciation charge for the year	1,050.00	1,050.00
Disposals	-	-
Balance carried forward	4,025.00	4,025.00

8.3 Net book value	Fixtures, fittings and equipment £	Total £
Brought forward	1,225.00	1,225.00
Carried forward	175.00	175.00

The churches, halls and fittings within them, though were acquired but not capitalised in previous years, have not been included at a valuation due to the impractical nature of this task.

9. Investment assets

Analysis of investments

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

	2020			2019		
	Cost	**Market value at year end**	**Income from investment for the year**	**Cost**	**Market value at year end**	**Income from investment for the year**
	£	**£**	**£**	**£**	**£**	**£**
- DBF investment fund 1	**793.00**	**5,284.76**	**145.66**	**793.00**	**4,799.67**	**137.10**
- DBF investment fund 2	**7,500.00**	**49,562.80**	**1,450.21**	**7,500.00**	**46,361.42**	**1,521.83**
	8,293.00	**54,847.56**	**1,595.87**	**8,293.00**	**51,161.09**	**1,658.93**

The investments were valued at 31 December 2020 by the Diocesan Board of Finance.

10. Debtors and prepayments

Analysis of debtors	**Amounts falling due within one year**	
	This year	**Last year**
	£	**£**
Trade debtors	1,567.74	2,139.71
Other debtors	-	-
Prepayments and accrued income	49,514.02	614.99
	51,081.76	2,754.70

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

11. Creditors and accruals

Analysis of creditors	**Amounts falling due within one year**	
	This year	**Last year**
	£	**£**
Trade creditors	1,626.03	3,611.19
Accruals and deferred income	-	102.41
Loans and overdrafts	-	-
	1,626.03	3,713.60

12. Designated funds

12.1 Funds held

Fund Name	Type	Purpose and restrictions
Akenham	Designated	Maintenance of services at Akenham
Missions	Designated	Donations for Missions
Legacies	Designated	Designated legacies
Organ fund	Designated	Repair/renewal of organ
PCC Discretionary fund	Designated	PCC Discretionary fund
CCLI & PA renewals	Designated	To cover cost of CCLI licences
Office Equipment	Designated	Replacement of Office Equipment.
Hall Maintenance	Designated	Hall Maintenance
Church Fabric	Designated	Redecoration of church property.

12.2 Movement of funds

Fund Name	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances c/fwd £
Church Fabric	3,154.78	180.00	(173.20)	362.70	3,524.28
Akenham	-	-	(201.57)	-	(201.57)
Missions	865.45	-	-	-	865.45
Organ Fund	3,501.98	20.00	-	-	3,521.98
CCLI & PA Renewals	355.57	341.70	(555.46)	-	141.81
Legacies	5,862.52	-	-	-	5,862.52
Office Equipment	-	-	(387.61)	-	(387.61)
PCC Discretionary Fund	852.89	-	(329.81)	-	523.08
Hall Maintenance	(182.02)	1,021.47	(770.90)	2,172.71	2,241.26
	14,411.17	1,563.17	(2,418.55)	2,535.41	16,091.20

PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

13. Endowment and restricted income funds

13.1 Funds held

Fund Name	Type	Purpose and restrictions
Church hall kitchen extension	Restricted	Church Hall Kitchen Extension
Kneelers	Restricted	Purchase new kneelers.
Candle Stand at Parish Church	Restricted	Fund for new Candle Stand
Akenham War Memorial	Restricted	Rebuilding of WW1 memorial
Community Choir	Restricted	Running of Children's Community Choir
Mum's & Tot's	Restricted	Running of Mum's & Tot's
Church Window Repair & Guard Fitting	Restricted	To repair damaged windows in Church and to fund the fitting of window guards
Mission & Outreach	Restricted	For Mission & Outreach Growth
Children's Ministry Fund	Restricted	Provision of Children's Ministry
Church floodlighting	Restricted	Grant for church floodlighting
Restoration fund	Restricted	Fund for restoration
Replacement Church Silver	Restricted	To replace stolen church silver
Whitton Parish Hall Renovation	Restricted	To renovate the Parish Hall
Basic Life Pop Up Shop	Restricted	Running of weekly pop up shop
Memorial Restoration Fund	Restricted	Repair of certain memorials
Church hall soundproofing	Restricted	Soundproofing in Parish Hall
Brick Fund	Restricted	Donations to buy bricks for North Aisle work.
Tree Replacement	Restricted	Fund for replacement of trees
Church Hall Staging	Restricted	Purchase of portable staging
North Aisle Project	Restricted	Work on North Aisle in the Church
Sundry Donations	Restricted	Restricted donations

Ascension Hearing Loop	Restricted	Fund for the provision of
WW1 Remembrance Project	Restricted	To put on this project in Nov 2018.
Botolph's Bounty	Restricted	This money was given to our previous Incumbent to set up a hardship fund to enable small disbursements to be made to those in urgent need.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

13.2 Movement of funds

Fund Name	**Fund balances b/fwd £**	**Incoming resources £**	**Outgoing resources £**	**Transfers £**	**Fund balances c/fwd £**
Botolph's Bounty	1,098.01	325.00	(725.00)	-	698.01
Church Hall Kitchen Extension	561.67	-	-	(561.67)	-
Akenham War Memorial	824.31	-	(185.00)	-	639.31
Candle Stand at Parish Church	180.00	-	-	(180.00)	-
Church Floodlighting	3,465.31	237.50	(180.00)	-	3,522.81
Suffolk Hardship Fund	-	8,227.00	(7,850.00)	-	377.00
Restoration Fund	6,168.76	-	-	(6,168.76)	-
Memorial Restoration Fund	1,533.41	-	-	-	1,533.41
Church Window Rep & Guards	2,895.45	-	-	-	2,895.45

Whitton Parish Hall Renovation	12,000.00	12,000.00	-	-	24,000.00
North Aisle Project	14,943.55	55,136.33	-	6,168.76	76,248.64
Community Choir	4,426.70	-	(1,021.00)	-	3,405.70
Mum’s & Tot’s	322.80	63.91	-	-	386.71
Tree Replacement	217.47	-	-	(109.97)	107.50
Replacement Church Silver	14,718.20	234.00	-	-	14,952.20
Church Hall Staging	143.94	-	-	(143.94)	-
Children’s Ministry	276.42	-	-	-	276.42
Mission & Outreach	15,598.50	11,701.59	(6,893.73)	-	20,406.36
Church Hall Soundproofing	893.10	-	-	(893.10)	-
Sundry Donations	414.91	1,134.78	(1,759.03)	-	(209.34)
Brick Fund	-	5,529.50	-	-	5,529.50
Basic Life Pop Up Shop	-	-	(299.90)		(299.90)
Kneelers	362.70	-	-	(362.70)	-
Ascension Hearing Loop	394.00	-	-	(394.00)	-
	81,439.21	94,589.61	(18,913.66)	(2,645.38)	154,469.78