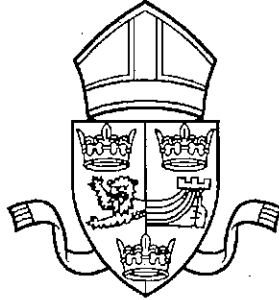


**Diocese
of
St Edmundsbury and Ipswich**



**Annual Report
and
Financial Statements
of
The Parochial Church Council of the Ecclesiastical Parish
of
St Mary the Virgin
Walton, Felixstowe
Suffolk**

For the year ended 31 December 2021

Prepared under the Receipts and Payments Basis

Registered Charity: 1133981

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GENERAL INFORMATION

Contact Details

Church

St Mary's Church
Walton High Street
Felixstowe
Suffolk
IP11 9DS

Rector

Revd Paul Clarke
The Vicarage
15 Walton Hall Drive
Walton
Felixstowe
IP11 9FA

Office Manager

Mrs Georgina South
Church Office
St Philip's Hall
Wadgate Road
Felixstowe
IP11 2LY

St Mary's Treasurer

Mrs Carolyn Jones
Church Office
St Mary's Church
High Street
Walton
IP11 9DS

Bankers

Barclays Bank
18 Hamilton Road
Felixstowe
Suffolk
IP11 7AR

Examiner

Mr S Renvoize
St Edmunds House
1 Arwela Road
Felixstowe
Suffolk
IP11 2DG

Architect

Mr Philip Orchard
The Whitworth Co Partnership LLP
18 Hatter Street
Bury St Edmunds
Suffolk
IP33 1NE
NR11 6EU

Charitable Status

Registered 2nd February 2010
Charity Number 1133981

Insurers

Church Rep: Mr Guy Pearse
Trinitas Church Insurance Services
Blenheim House
1-2 Bridge Street
Guildford
Surrey
GU1 4RY

Governing Document

Parochial Church Council Powers Measure (1956) as amended and Church Representation Rules

MEMBERSHIP OF THE PAROCHIAL CHURCH COUNCIL

Members of St Mary's PCC can be either ex-officio and/or elected at the Annual Parochial Church Meeting (APM) in April or May. The Associate Benefice Priest: Revd Wendy Smith, the Readers, Mrs Wendy Fellingham & Mrs Margaret White, the Church Wardens Dr Lynda Tempest & Mr Philip Rawe are all ex-officio members.

St Mary's Parochial Church Council was made up as follows

| | St Mary's PCC 2021 | TO |
|--|---|---|
| Rector | Revd Paul Clarke | Ex Officio |
| Associate Benefice Priest | Revd Wendy Smith** | Ex Officio |
| Lay Pastor | Mr David Smith | Ex Officio |
| Wardens: Ex Officio | Dr Lynda Tempest Mr Philip Rawe | May 2022 May 2022 |
| Treasurer: | Mrs Carolyn Jones (extended May 2022 due to Covid) | May 2021 |
| Deanery Synod Representatives: Ex Officio | Dr Lynda Tempest Miss Annika Mathews (resigned June 2021) Mrs Margaret White (from October 2021) | June 2023 |
| PCC Elected Members: | Dr David Bellamy (extended due to pandemic) Mr David Coppock (resigned December 2021) Mrs Jan Garfield (extended due to pandemic) Mr Paul Solomon (resigned May 2021) Mrs Lorraine Banham (resigned June 2021) Miss Valerie Moore Mrs Ann Woodard 4 Vacancies | May 2022 April 2024 May 2022 April 2021 April 2022* April 2022* May 2023* |
| PCC Secretary | Mrs Debra Rowe** (1 st March 21-30 th November 21) | |

*Has the option of standing for election for a further three years.

**Not a Trustee.

Training of PCC members

Various members have attended training sessions throughout the year according to their areas of expertise or ministry.

COMMITTEES OF THE PAROCHIAL CHURCH COUNCIL

The PCC operates through a Standing Committee that meets between full meetings of the PCC.

PCC Standing Committee: (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.) This committee is automatically comprised of the Rector, two Church Wardens, the Treasurer, the Secretary and one additional PCC Member. Members of the current PCC Standing Committee are Rev Paul Clarke, Dr Lynda Tempest, Mr Philip Rawe, Mrs Carolyn Jones, Miss Valerie Moore, Mrs Jan Garfield and Mrs Debra Rowe (Secretary).

Benefice Council Representatives: As the Benefice Churches hold joint Benefice PCC meetings regularly, there are no separate representatives.

St Mary's Church Elders 2021: Dr Lynda Tempest, Miss Mary Wakefield, Mrs Ann Woodard and Mrs Georgina South.

St Mary's Church Readers 2021: Mrs Mary Rowe, Mrs Margaret White, Mrs Wendy Fellingham, and Mrs Rachel Clarke.

St Mary's Church Officers 2021:

Health and Safety Officer: There was no Health & Safety Officer in 2021.

Parish Safeguarding Officers: Mrs Sonya Stephenson and Mrs Ann Woodard.

Trustees Reports

ST MARY'S CHURCH: ANNUAL REVIEW 2021

Rector's Report

We have once again had a challenging year. The Covid pandemic continued to cause disruption and the need to respond to constantly changing conditions. However, despite the difficulties we can give thanks to God that our church still met for worship and served the wider community. Here is a summary of what we did:

January started with a third Lockdown and so we returned to the zoom services and Sunday Radio Service, and we were undeterred and explored our new Vision Statement with a sermon series. Rev Paul's office was relocated to St Philip's Hall, part of the plan to create a Community Hub.

In February we challenged ourselves to Grow In Faith through attending a Christianity Explored course and our CTIF Lent Course was based on the York Courses book, Caring for Creation. Rev Paul and Rev Chris Hood started a new radio show on alternate Wednesdays – called all revved up! And by the end of the month, the Benefice Office had also been relocated to St Philip's creating a base for the benefice.

Throughout March grant applications were successfully made which enabled the creation of The Hub at St Philip's, a new Logo was created and signage went up. Equipment was purchased and running costs were covered.

We returned to in church worship on Palm Sunday – 28th March, just in time for Holy Week and full Easter Sunday Services. We give thanks to all the techs and generous gifts which facilitated a streaming camera to be installed to enable the services to be zoomed.

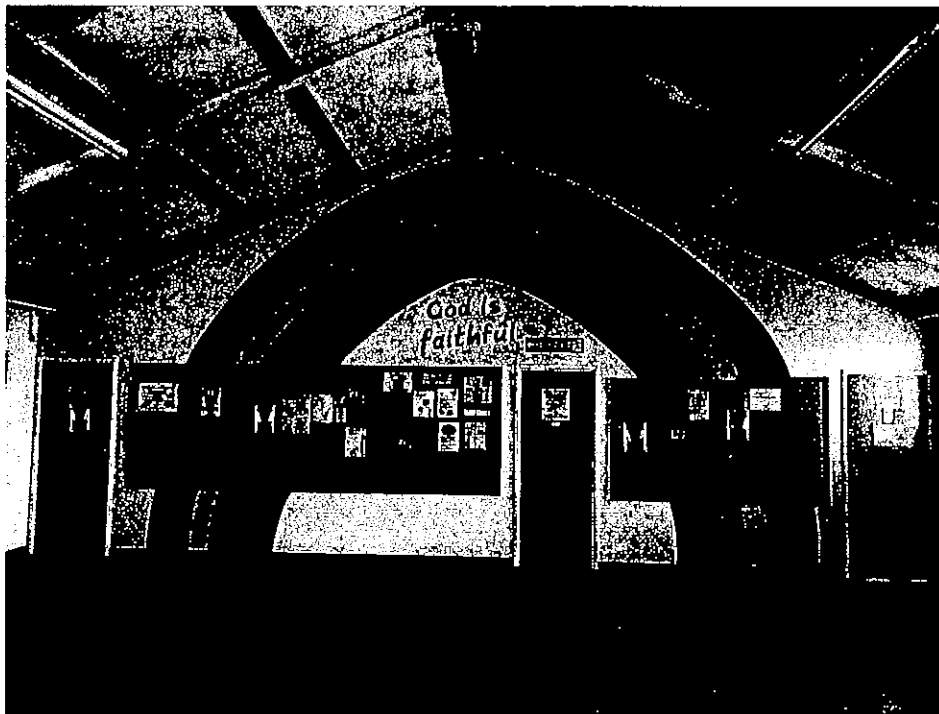
In April we created separate Facebook pages for St Mary's, St Martin's and The Hub, in anticipation of our online presence increasing.

St Mary's: <https://www.facebook.com/stmaryswalton/>

St Martin's: <https://www.facebook.com/St-Martins-Church-Trimley-103617428523397>

The Hub: <https://www.facebook.com/St-Philips-Community-Hub-108210741401632>

May was a busy month for the church. At the beginning Men's Shed gifted us a beautiful rainbow mural at The Hub, with the reminder that 'God is Faithful'.



The Hub opened on 20th May, and it was obvious that it was meeting a need within the community as the numbers attending have been consistently around 35 people.



on 18th May we were awarded the Bronze Eco Church Award. The award is given to churches which have completed a survey and provided environment features in our worship and teaching, care and use of our buildings and land, lifestyle and publicity, and whose responses meet the required criteria. It is an acknowledgement that we care about God's creation and our role in protecting our environment, and working towards a more sustainable future. As Christians we understand that human beings have placed the whole of creation in peril, and that we must take positive action to turn this situation around. We have made a few changes including using recycled paper in our printer/copier and switching to environmentally friendly cleaning products. As we work towards our silver award we'll need to make further changes, headed up by the newly formed St Mary's Eco Team.

In June and back to in person services the ministry team led our first sermon series on Elijah which was well received and also discussed in some of our home groups. It was part of our vision to 'Grow in Him,' be His Light and to Make Him known.

The Community Hub Celebration Day was held on Saturday 10th July at St Philip's. There were all sorts of stalls, from jigsaws to home furnishings! A BBQ kept us well fed and of course there were cakes and other refreshments as well. It was a fantastic opportunity to celebrate the creation of the Hub as well as engaging with the community and advertising the Hub resources. The Hub offered free lunches for all during the summer holiday and from October offered hot soup lunches throughout the winter.

On 18th July Georgina South was commissioned as Ordinand at St Edmundsbury Cathedral at the Evensong Service and we continued to encourage vocations across the benefice, adding to our team of Elders that lead services and provide much needed pastoral help.

Building on the success of St Mary's Eco Church bronze award, the Eco team organised a Bugs and Brambles Morning in the churchyard on Saturday 31st July. It was a morning for the whole church family to join in, tidying the churchyard, building "Bug Hotels", putting up bird boxes and of course enjoying tea, coffee and cake.

After the summer break in September Café Church at the hub was created as a way of helping those that come to connect with their faith. It started well, with around 30 people who watched Rev Paul do a short talk and included a chance to use our newly created prayer wall.

The church continued to 'Grow in Faith' as the ministry team led six sessions based on the book 'The Elimination of Hurry' which was attended by people both in person and via Zoom using the new streaming equipment in church.

It had been a fairly quiet period for maintenance due to the pandemic, but on the 13th September the much waited for Organ renovation, when completed will ensure that this instrument can be used for years to come. Music was also evident later that month as we held our first Taizé service, a reflective evening that was well received by all that attended.

Our outreach did not confine itself to the Community Hub. In September we launched 'Coffee Cake & Chat' from St Mary's Church that started slow and has since continued to go from strength to strength, providing the community with a space to meet and enjoy delicious homemade cakes.

During this month, we also held our first training event for those who are Welcomers, conduct Readings and those Leading Prayers. We met in Trimley church for three sessions which helped us think through best practice and it was such a success that we plan to do it again regularly.

In October we created a space for the whole benefice to come together and pray. The Benefice Pause & Pray Day was an opportunity for all of us to take time out to pray for our Benefice, our communities, work and worship and was held this time at St Mary's.

In December we joined in with the Walton Lights switch on by holding our Winter Warmer event, offering a warm space and serving hot drinks and cake. A few stalls also offered goods and soup was served at lunchtime.

The Orwell Connections choir held a concert in the church which was in aid of Walton Parish Nursing as the building continued to return to providing a community space, which we hope to develop in the future so that our excellent facilities can be enjoyed by all.

The year finished by our Christmas events at the Hub, providing Christmas dinner for our Pop Up Customers which had been served throughout the pandemic every Tuesday by the brilliant Pop Up Team and a party for the Community Hub. Our Christmas services were conducted despite me getting Covid at the last minute and having to isolate at home!

We have so much to be thankful for as we look back and see how God was at work among us, even in what was at times restricting and fearful circumstances. I constantly give thanks for YOU and your ministry/work among us without which all this would not have been possible. As we celebrate the year gone, we are going to gather in church for a service of celebration and thank you as part of our annual meeting.

Rev'd Paul Clarke

Church Wardens' Report

Covid 19 has continued to dominate church life, it has encouraged us to engage with technology. Who before last year had heard of zoom? These days we zoom almost all our services including funerals and should the need arise weddings. Social distancing has provided us with some interesting seating layouts and seems alien to those of us who like a hug. Thank you for observing the covid restrictions and using common sense, we very rarely had to remind people of the restrictions. With the relaxing of the legal requirements, can we remind you that some of our congregation still feel very vulnerable and we should observe the social distancing etc. that makes them feel safe to attend church.

We would like to express a thank you to everyone who helps to maintain the church and its associated properties. They are the hidden army of helpers whose work is rarely seen. However, there is also an army of volunteers who support our services, whether it be flower arranging, coffees or even those who welcome you each Sunday morning. We would like to think everyone's contribution both great & small is valued and noticed. Our deputy wardens David Mutum and Mike Gates deserve special thanks as they quietly get on and do whatever is needed to ensure a smooth worship experience.

In October we had our first shared meal to celebrate Harvest. The previous celebratory meal was when Rev Paul and family joined us in Jan 2020. We can only hope and pray that 2022 offers us more opportunities to celebrate our church life and strengthen our fellowship together.

After much delay due to the availability of parts and Covid restrictions the organ refurbishment commenced in October 2021. Although currently playable the console also required upgrading, replacing the 1950's wiring with 21st century technology. The current delay is because the suppliers are unable to provide the necessary switch gear. We hope this phase will be completed by Easter 2022 but at the time of writing the parts are still in transit.

A faculty was needed and obtained to automate the clock winding mechanism, again the start of the work has been delayed by Covid restrictions including the contractors having contracted Covid.

It has been agreed that the Choir Vestry meeting room be renamed "The Wakefield Room" to reflect a wider usage and as a tribute to the Wakefield family who have and who continue to support St Mary's in so many ways. However the choir will still use it as required.

A BIG thank you to everyone who has supported the wardens through another interesting year!

Lynda Tempest & Phillip Rawe

Aims and Purposes

The Parochial Church Council (PCC) has the responsibility of co-operating with the minister in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical, which encompasses our charitable aims of providing public benefit.

The mission statement for the Benefice was revised during the year to:

To **grow In faith** together through the love of God, be empowered to **make Jesus known** and inspired by the Holy Spirit to **be His Light** in our communities.

This was further simplified into three areas:

Grow in Faith
Make Jesus known
Be His Light

St Mary's PCC is responsible for co-operating with the clergy to fulfil God's mission in the ecclesiastical parish of Walton. Together with all clergy and members, they proclaim the gospel, worship God and care for their members and the local community. They also have maintenance responsibilities for the parish church of St Mary's, St Mary's Church Hall, Victoria Cottage and St Philip's Church and Hall.

Public Benefit

The members of the PCC are aware of the Charity Commission guidance on public benefit in "The Advancement of Religion for the Public Benefit" and have had regard to it in their administration of the PCC. The PCC believes that by promoting the work of the Church of England in the Parish of St Mary's, Walton, it provides a benefit to the public by:

- Providing facilities for regular public worship, open to all;
- The provision of space for personal prayer and contemplation;
- Pastoral work including supporting the work of Walton Parish Nursing, the Boost Chaplin at Felixstowe School, Felixstowe Christians Against Poverty, Hope Trust, and The Basic Life Charity
- Providing a Community Hub Drop In and a Pop Up Shop & Community Café;
- Taking religious assemblies in schools;
- Providing special services of remembrance, bereavement services and Remembrance Sunday;
- Providing help and support for the local community through various projects
- Providing services of baptism, marriage and funerals.

Objectives, Activities, Achievements and Performance

Noted in the Rector's Report and Churchwardens' Report above.

Future Plans

The PCC plans to

- begin discussions around developing St Philips
- continue to support the hubs work with the community
- focus attention on St Mary's mission, particularly work with families

Risk Assessment And Health & Safety Report

The responsibility for Health and Safety rests with the Church Warden and PCC and are actively seeking a volunteer for this role.

Safeguarding 2021

Despite the continued pandemic and closure of the church for most of the 2021 year, there has been a lot going on behind the scenes as far as Safeguarding is concerned. Sonya, Annie, Reverend Paul and Joan (PSO at St Martin's Trimley) meet up on a regular basis to discuss any issues that have occurred and training that needs to take place. Workload has increased with the Pop Up Shop, Hub, 123 and Coffee, Cake & Chat (3Cs) continuing to increase in numbers and regularity.

We still strongly believe God is calling us to make our church a safer place for all, raising the profile of Safeguarding and help our fellowship understand that this is a responsibility we all share. We hope and pray that you will support us in this. It is our ultimate goal to ensure that eventually all at church will be able to do the basic safeguarding course. We endeavour to have a face-to-face basic safeguarding course after a Sunday service in the near future. The Safeguarding guidance from the Diocese requires all members of the church to complete the Basic Module.

Sonya and Annie are working on a staged roll-out of the new training for those that need it. Sonya and Annie meet regularly and update the grid, so we have an accurate record of DDC (Due Diligence Checking), confidential declaration and basic, foundation and leadership course in safeguarding. We regularly email and meet up with those who need us to assist with any of these.

We had a "Safeguarding Sunday" in 2021, this was supported by most of the church. However, the congregation was mostly on zoom on this occasion. We are really committed to encouraging all and involving you all in this vital ministry and that it is not just safeguarding of children, but for anyone who is vulnerable at any time in their lives.

Both Walton and Trimley Safeguarding Officers continue with the Safeguarding Dashboard. This is an online tool which helps us and the Diocese, to see where we are with our Safeguarding requirements and to ensure we meet all the standards they set out.

We would both like to express our sincere thanks to Rev Paul for his support and encouragement and to Georgina for her help with all things administrative. Please do keep this important work in your prayers and please do not hesitate to contact either of us if you have any concerns or worries.

Yours in Christ,
Sonya Stephenson and Annie Woodard.

CHURCH MEMBERSHIP and SERVICES

Electoral Roll

| | |
|------------------|-----------------|
| Resident: | 49 |
| Non-Resident | 35 |
| As at 31/12/2021 | <u>Total</u> 84 |

Attendance

An average of 50 people attended in church services at St Mary's Church and St Philip's Community Hub, with a further average of 12 attending St Mary's Church via zoom.

| | |
|---|-----------------|
| Weddings | 2 |
| Baptisms | 0 |
| Funerals (inc those held at Crematoria) | 16 |
| For period 1/1/21 to 31/12/21 | <u>Total</u> 18 |

Financial Review 2021

We have restated our end of year 2020 figure to £78,129 due to an error of £32.71 on our Petty Cash Account and ended with £73,313: a net decrease of £4,816.

Total receipts on unrestricted funds were £100,304.

Victoria Cottage continues to be let which provides an annual income of £6,120. Due to the continuing disruption of the pandemic and subsequent closure of our buildings along with cancellation of groups meeting this has impacted our lettings income. Also our floor at St Philips has been affected by damp therefore we moved groups across to St Mary's Hall. The figures for this year are as follows I have included 2020 in brackets:

St Mary's Church hall lettings income £7,299 (2020 £1,896)

St Phillips Church and Hall income of £13,117 (2020 £10,360)

We paid our Organist and Cleaner full pay even though our buildings were closed and where possible claimed help via the furlough scheme January through to June. Our cleaner resigned in June 2021 and we employed a new cleaner September 2021.

The planned giving through envelopes and bankers orders has decreased by £2,242 and our loose plate has increased by £1,156.

Total income from grants, donations and legacies, including tax recovered has increased by 38% (£12,920) compared to last year. This includes a grant for Mission Outreach £6,676 and Grants and donations for the St Philips Community Hub £8,042. A further £2,000 sits in the St Philips Community Hub restricted Fund as part of The Home Support Grant funding from Department for Work and Pensions via Suffolk County Council and the Suffolk Collaborative Communities Board. This funding is to support families and individuals through financial hardship to meet needs for essential items and address a need not met by other means. This money is to be returned if not used by 31st March 2022.

£44,730 was spent from unrestricted funds on our contribution to the Diocesan Parish Share a small decrease of £863 on 2020. The money largely provides the stipends and housing for the clergy and training and support to the PCC.

A total of £5,583 was donated from the PCC to our missions:

Walton Parish Nursing £3,468.50

Boost £1,000

CPAS £500

Tearfund £200

Bible Society £243

Felixstowe CAP £171.50

We continue with the extensive Outreach work within our community and with the proceeds from our Pop Up Shop we are able to fund:

- St Philips Pop Up Shop (£40 contribution monthly to Basic Charity)
- Felixstowe Action Against Poverty and Debt (£105 contribution monthly to CAP HQ)
- plus any additional food we have to purchase.
- In October £750 was donated from the proceeds of The Pop Up Shop to Walton Parish Nursing.

The community around St Philips Hall experienced a very challenging time during Covid and on May 17th we were thrilled to open the St Philips Community Hub having been successful gaining grants and donations and help from volunteers. We meet every Thursday in a Café environment and serve a light lunch. We offer many activities craft making, tile painting, games, and IT support. Walton Parish Nursing and Felixstowe CAP offer consultations and can signpost folk to get further help. The Community Hub restricted Fund has a balance of £5,583 of which £1900 is the Home Support Grant.

The organ works by Bishops Organ Builders is nearly complete at a current cost of £18,600 with another invoice due of £2,400 in Jan 2022. A claim of £3,100 (20% VAT) through the Listed Places of Worship Grant Scheme has been submitted in December.

Paul Solomon and Margaret Lake continue to take on responsibility for Donations Coordinator and Steve Rowe is our Bookkeeper.

The £15,000 we moved from our Reserve Fund to General Fund to help with cash flow at the end of 2020 has been transferred back to Reserve.

The net result for the year was a surplus of receipts of £1,615 on unrestricted funds, prior to transfers.

We brought forward from 2020 a total of £22,232 resulting in the balance at the end of 2021 on Unrestricted Fund of £8,872.

This has been another challenging year and as a PCC we will continue to be prudent with decisions on spending.

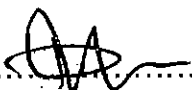
At 31st December 2021 significant balances to carry forward were:

- Unrestricted Fund is £8,872
- Church Development Designated £11,923
- Reserve Fund Designated £27,499
- Church Organ Fund Restricted £9,165

Carolyn Jones
Treasurer

The above reports were approved by the Parochial Church Council

On 5th April 2022 and signed on its behalf

By  (Chairman)

FINANCIAL ACCOUNTS

Independent examiner's report to the PCC of St Mary's Church Walton, for the year ended on December 31st 2021

I report on the accounts for the year ended 31st December 2021 which are set out on pages 11-22

Respective responsibilities of the PCC and the examiner

The Trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of Independent Examiner's Statement

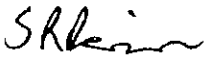
My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts represent a 'true and fair' view and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matters have come to my attention:

- (1) which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records 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)



Name: Mr S R Renvoize ACA

Date: 5/4/22

Address: St Edmunds House
1 Arwela Road
Felixstowe
IP11 2DG

St Mary's Church Walton - 1133981

Receipts and Payments Account

For the period from 01 January 2021 to 31 December 2021

| | Unrestricted funds | Designated funds | Restricted funds | Endowment funds | Total funds | Prior year total funds restated |
|--|--------------------|------------------|------------------|-----------------|----------------|---------------------------------|
| Receipts | | | | | | |
| Donations and legacies | 67,829 | — | 19,010 | — | 86,839 | 74,856 |
| Income from charitable activities | 6,536 | — | 484 | — | 7,000 | 3,225 |
| Other trading activities | 25,937 | — | — | — | 25,937 | 17,552 |
| Investments | 0 | 9 | 13 | 0 | 23 | 250 |
| Total receipts | 100,303 | 9 | 19,488 | 0 | 119,801 | 95,883 |
| Payments | | | | | | |
| Raising funds | 15,968 | 569 | 70 | — | 16,598 | 11,523 |
| Expenditure on charitable activities | 82,405 | 200 | 24,844 | — | 107,450 | 111,548 |
| Other expenditure | 315 | — | 253 | — | 568 | 477 |
| Total payments | 98,689 | 759 | 25,168 | — | 124,616 | 123,549 |
| Excess of receipts over payments before transfer | 1,614 | (750) | (5,680) | 0 | (4,815) | (27,665) |
| Transfers | | | | | | |
| Gross transfers between funds - In | 25 | 15,000 | — | — | 15,025 | 17,948 |
| Gross transfers between funds - out | (15,000) | — | (25) | — | (15,025) | (17,948) |
| Excess of receipts over payments before other gains | (13,360) | 14,249 | (5,705) | 0 | (4,815) | (27,665) |
| Net movement in funds | (13,360) | 14,249 | (5,705) | 0 | (4,815) | (27,665) |
| Reconciliation of funds | | | | | | |
| Funds at beginning of year | 22,232 | 26,216 | 28,090 | 1,589 | 78,129 | 105,794 |
| Funds at end of year | 8,872 | 40,466 | 22,384 | 1,589 | 73,313 | 78,129 |


There may be minor discrepancies in the totals if the pence are not being shown

Statement of Assets and Liabilities as at 31st December 2021

As at 31/12/2021.....

| | General Fund | Restricted Fund | Designated Fund | Endowment | Total | As at 31/12/2020 restated |
|--|--------------|-----------------|-----------------|-----------|--------|---------------------------|
| | £ | £ | £ | £ | £ | £ |
| Cash Funds: | | | | | | |
| Representing balances on the following accounts: | | | | | | |
| Barclays Bank | 8,869 | | 18,747 | | 27,616 | 32,352 |
| CCLA Investment Account | | 22,384 | 21,718 | | 44,103 | 44,084 |
| Porter Endowment Fund | | | | 1,589 | 1,589 | 1,603 |
| Cash in Hand | 3 | | | | 3 | 89 |
| | 8,872 | 22,384 | 40,466 | 1,589 | 73,313 | 78,129 |

| | As at 31/12/2021..... | Total Funds | As at 31/12/2020 Total Funds |
|---|-----------------------|-------------|--------------------------------|
| | General Fund | £ | £ |
| Other monetary assets: | | | |
| Gift Aid tax refunds due | 683 | 683 | 1,119 |
| Rental Arrears | | | 214 |
| Listed Places Of Worship Grant (vat organ) | 3,100 | 3,100 | |
| Total | 3,783 | 3,783 | 1,333 |
| Assets retained for the charity's own use: | | | |
| | As at 31/12/2021..... | Total Funds | As at 31/12/2020 General Funds |
| | General Fund | £ | £ |
| The church is the beneficial owner of the following assets:(estimated rebuilding valuation) | | | |
| St Mary's Church Hall | 550,000 | 550,000 | 550,000 |
| Victoria Cottage | 180,000 | 180,000 | 180,000 |
| St Philip's Church and Hall | 380,000 | 380,000 | 380,000 |
| Liabilities None | | | |
| Total | 1,110,000 | 1,110,000 | 1,110,000 |

Signature  Date 31/12/2021

NOTES TO THE FINANCIAL STATEMENTS

For the Year Ended 31 December 2021

1. Accounting Policies

These accounts have been prepared under the receipts and payments basis and in accordance with Section 133 Charities Act 2011.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Designated Funds are general fund set aside by the PCC for use in the future for particular purposes. The PCC may re-designate or transfer these funds back to unrestricted funds.

Restricted Funds are funds that have been given for particular purposes and can be spent only on the specific purpose intended by the donors. Interest on pooled investments is apportioned to the individual funds on an average balance basis.

Endowment Fund The Porter Endowment Fund is specifically for the maintenance of the Porter Window in the church. A proportion of the interest is transferred to general fund for youth work.

2. Staff Costs

a) Staff costs

Total staff costs are shown below. Staff costs are shown on the Analysis of Income and Expenses under the codes stated below.

| | <u>2021</u> | <u>2020</u> |
|---|-------------|-------------|
| Wages and Salaries from PCC funds code - 2007-2008-2011-2014-2050-2363-2514- 2544 | 19,759 | 17,653 |

b) Staffing

We employ a part time Office Manager working 25 hours per week who supports Rev Paul Clarke with Benefice administration, secretarial and IT support. The Office Manager also manages the lettings for our halls.

We also employ a Bookkeeper.

An honorarium or pay is received by our keyboard player/organists who also coordinates the music worship.

The PCC also employs a cleaner for both St Philip's Hall and for St Mary's Hall and during COVID she has cleaned the church.

The average head-count employed during the period is 5 staff.

There are no employees who received emoluments of more than £60,000.

c) Payment to PCC members.

No payments or expenses were paid to any PCC member, persons closely connected to them or related parties, with the following exceptions:

- i) reimbursement for items or materials purchased solely for the use of the PCC
- ii) Small transfer payments to the Administrator for Petty Cash.

3. Fixed Tangible Assets

a) All assets are freehold lands and buildings

Rebuilding valuations have been made by Richard Monks Associates Ltd Chartered Surveyors 22/9/2011 are as follows:

| | <u>Rebuilding Valuation</u> |
|----------------------------|---------------------------------|
| St Mary's Church Hall | £550,000 |
| Victoria Cottage | £180,000 |
| St Philips Church and Hall | £380,000 |
| Total | <u>£1,110,000</u> |

We have confirmation from the Diocese of our ownership of all the above assets.

b) Fixed assets

Consecrated property and moveable church furnishings.

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are listed in the church's Inventory which can be inspected (at any reasonable time).

4. Income tax recoverable

Income tax received during the year on gift aid is £10,947.

5. Reserves Policy and Funds

a) Reserves

It is PCC policy is to try to maintain a balance on unrestricted funds which equates to at least 3 months unrestricted payments. It is held to smooth out fluctuations in cash flow and to meet emergencies.

Total 2021 unrestricted resources used were £98,689 therefore reserves of £24,672 should be set aside.

The Reserve Fund balance designated end 2021 is £27,499.

b) The Endowment Fund

This comprises the Porter Family Bequest and 90% of the annual interest is transferred to the General Fund for Youth Work within the Church fellowship.

6. Restatement of comparative year.

The comparative year has been restated, by the inclusion of a further £32 payment made from petty cash in the year to 31st December 2020. The adjustment arose due to a clerical error.

St Mary's Church Walton - 1133981

Analysis of Income and expenditure
Selected period: 01 January 2021 to 31 December 2021

7.

| | Unrestricted | Designated | Restricted | Endowment | This year | Total Last year restated |
|---|---------------|------------|---------------|-----------|---------------|-----------------------------|
| Income and endowments | | | | | | |
| Donations and legacies | | | | | | |
| 0101 - Gift Aid - Bank | 26,026 | — | 150 | — | 26,176 | 27,028 |
| 0103 - Bank gifts other planned Tax efficient | 5,550 | — | — | — | 5,550 | 5,250 |
| 0110 - Gift Aid - Envelopes | 3,035 | — | — | — | 3,035 | 3,981 |
| 0201 - Other planned giving Bank | 1,172 | — | — | — | 1,172 | 1,252 |
| 0210 - Other planned giving FWO Envelopes | 2,098 | — | — | — | 2,098 | 2,612 |
| 0301 - Loose plate collections | 2,290 | — | — | — | 2,290 | 1,134 |
| 0303 - Irregular Gift Aid donations | 10,140 | — | 125 | — | 10,265 | 12,925 |
| 0304 - Irregular nonGA gifts | 2,253 | — | 1,331 | — | 3,584 | 2,678 |
| 0415 - St Mary's church group donations | 79 | — | — | — | 79 | 185 |
| 0417 - St Mary's church hall donations | — | — | — | — | — | 433 |
| 0419 - St Phillips hall and church donations | 600 | — | — | — | 600 | 225 |
| 0601 - Tax recoverable on Gift Aid | 10,882 | — | 65 | — | 10,947 | 11,257 |
| 0701 - Legacies | 500 | — | 6,676 | — | 7,177 | — |
| 0801 - Recurring grants | 105 | — | 468 | — | 573 | 573 |
| 08A1 - Non-recurring one-off grants | — | — | 8,895 | — | 8,895 | 1,513 |
| 0901 - Other funds generated | 438 | — | 350 | — | 788 | 15 |
| 0902 - Fund raising activities | 259 | — | 949 | — | 1,208 | 1,392 |
| 0903 - Benefice shared staff contribution | 2,400 | — | — | — | 2,400 | 2,400 |
| Donations and legacies Totals | 67,829 | — | 19,010 | — | 86,839 | 74,855 |
| Income from charitable activities | | | | | | |
| 1101 - PCC Fees for weddings and funerals | 2,423 | — | — | — | 2,423 | 400 |
| 1150 - DBF assigned fees | — | — | 464 | — | 464 | 169 |
| 1200 - PCC Fees Heating Weddings & Funerals | 180 | — | — | — | 180 | 30 |
| 1202 - PCC Bells Fees for Weddings | 60 | — | — | — | 60 | — |
| 1206 - Organist any others | 560 | — | — | — | 560 | 70 |
| 1208 - Verger Fees Income | 480 | — | — | — | 480 | 50 |
| 1225 - St Phillips pop-up shop Income | 2,833 | — | — | — | 2,833 | 2,506 |
| Income from charitable activities Totals | 6,536 | — | 464 | — | 7,000 | 3,225 |
| Other trading activities | | | | | | |
| 1213 - Victoria Cottage letting | 6,120 | — | — | — | 6,120 | 6,110 |
| 1216 - Church hall lettings | 7,220 | — | — | — | 7,220 | 1,278 |
| 1222 - Photocopier | 79 | — | — | — | 79 | 29 |
| 1226 - St Phillips lettings | 12,517 | — | — | — | 12,517 | 10,135 |
| Other trading activities Totals | 25,937 | — | — | — | 25,937 | 17,552 |

There may be minor discrepancies in the totals if the pence are not being shown

| | Unrestricted | Designated | Restricted | Endowment | This year | Total Last year restated |
|---|--------------|------------|------------|-----------|-----------|--------------------------------|
| Investments | | | | | | |
| 1020 - Bank and building society Interest | 0 | 9 | 13 | 0 | 23 | 250 |
| Investments Totals | 0 | 9 | 13 | 0 | 23 | 250 |
| Income and endowments | 100,303 | 9 | 19,488 | 0 | 119,801 | 95,883 |
| Grand totals | | | | | | |

Expenditure

Raising funds

| | | | | | | |
|---|--------|-----|----|---|--------|--------|
| 1720 - Costs of stewardship campaign | — | — | — | — | — | 22 |
| 1725 - cost of admin of personal giving FWO etc | 47 | — | — | — | 47 | 67 |
| 1730 - Costs of fetes & other events | 91 | — | — | — | 91 | — |
| 2514 - PCC staff costs St Mary's Hall Cleaner | 1,274 | — | — | — | 1,274 | 885 |
| 2516 - Hall running - electricity | 714 | — | — | — | 714 | 959 |
| 2518 - Hall running - gas | 1,291 | — | — | — | 1,291 | 1,586 |
| 2520 - Hall running - Insurance | 601 | — | — | — | 601 | 583 |
| 2522 - Hall running - maintenance | 577 | — | 70 | — | 648 | 908 |
| 2526 - Hall running - water | 408 | — | — | — | 408 | 191 |
| 2530 - St Phillips electric | 1,428 | — | — | — | 1,428 | 1,256 |
| 2532 - St Phillips Church Gas | 1,502 | — | — | — | 1,502 | 851 |
| 2534 - St Phillips Hall gas | 1,085 | — | — | — | 1,085 | 886 |
| 2536 - St Phillips Insurance | 522 | — | — | — | 522 | 507 |
| 2538 - St Phillips Maintenance | 1,758 | 559 | — | — | 2,318 | 817 |
| 2540 - St Phillips Water | 245 | — | — | — | 245 | 138 |
| 2544 - PCC staff costs St Phillips cleaner | 1,023 | — | — | — | 1,023 | 925 |
| 2550 - Victoria Cottage Insurance | 315 | — | — | — | 315 | 306 |
| 2554 - Victoria Cottage routine Maintenance | 3,080 | — | — | — | 3,080 | 629 |
| Raising funds Totals | 15,968 | 559 | 70 | — | 16,598 | 11,523 |

Expenditure on charitable activities

| | | | | | | |
|---|--------|---|-----|---|--------|--------|
| 1801 - Giving to missionary societies | — | — | 243 | — | 243 | 500 |
| 1830 - Giving - relief and development agencies | 200 | — | — | — | 200 | — |
| 1850 - Home mission | 4,593 | — | 547 | — | 5,140 | 3,350 |
| 1870 - Secular charities | — | — | — | — | — | 112 |
| 1910 - Parish share | 44,730 | — | — | — | 44,730 | 45,593 |
| 2007 - PCC staff costs Pam H | 606 | — | — | — | 606 | 291 |
| 2008 - PCC staff costs other musicians | 290 | — | — | — | 290 | 117 |
| 2011 - PCC staff costs Inland Revenue | 530 | — | — | — | 530 | 743 |
| 2014 - Verger expenses Weddings and Funerals | 550 | — | — | — | 550 | 85 |
| 2050 - Salary of parish administrator | 11,985 | — | — | — | 11,985 | 11,804 |
| 2101 - Working expenses of Incumbent | 1,285 | — | 488 | — | 1,753 | 1,059 |
| 2201 - Mission Expenses | — | — | — | — | — | 73 |
| 2210 - Mission outreach | 1,212 | — | — | — | 1,212 | 201 |
| 2301 - Church running - Insurance | 1,628 | — | — | — | 1,628 | 1,700 |
| 2310 - Church office - telephone | 572 | — | — | — | 572 | 636 |
| 2312 - St Phillip's Office Telephone | 745 | — | — | — | 745 | 114 |
| 2320 - Organ / piano tuning | — | — | — | — | — | 511 |
| 2330 - Church maintenance | 319 | — | — | — | 319 | 1,483 |
| 2331 - St Marys Church, Cleaning Materials | 256 | — | — | — | 256 | 190 |
| 2340 - Upkeep of services | 1,151 | — | — | — | 1,151 | 3,942 |

There may be minor discrepancies in the totals if the pence are not being shown

| | Unrestricted | Designated | Restricted | Endowment | Total | |
|--|---------------|--------------|----------------|-----------|----------------|--------------------|
| | | | | | This year | Last year restated |
| 2342 - Pastoral | 164 | — | — | — | 164 | 34 |
| 2355 - Flowers costs | 50 | — | — | — | 50 | — |
| 2360 - Administration | — | — | — | — | — | 46 |
| 2362 - Admin Running costs | 1,737 | — | — | — | 1,737 | 2,209 |
| 2363 - Bookkeeper | 3,500 | — | — | — | 3,500 | 2,800 |
| 2364 - admin licences subs | 1,428 | — | — | — | 1,428 | 1,084 |
| 2420 - Church running - water | 136 | — | — | — | 136 | 162 |
| 2440 - Church running - heating and lighting | 2,779 | — | — | — | 2,779 | 3,686 |
| 2545 - st phillips pop-up shop expenses | 1,803 | — | 552 | — | 2,356 | 3,333 |
| 2546 - Community Hub expenses | — | — | 4,433 | — | 4,433 | — |
| 2580 - Sundry costs | 150 | — | — | — | 150 | — |
| 2701 - Church major repairs - structure | — | — | — | — | — | 24,202 |
| 2710 - Church major repairs - Installation | — | — | 18,600 | — | 18,600 | 1,500 |
| 2766 - Admin Church Development project | — | 200 | — | — | 200 | — |
| Expenditure on charitable activities Totals | 82,405 | 200 | 24,844 | — | 107,450 | 111,548 |
| Other expenditure | | | | | | |
| 2020 - DBF assigned fees payments | — | — | 253 | — | 253 | 169 |
| 2601 - Governance costs examination/audit fee | 315 | — | — | — | 315 | 308 |
| Other expenditure Totals | 315 | — | 253 | — | 568 | 477 |
| Expenditure Grand totals | 98,689 | 759 | 25,168 | — | 124,616 | 123,549 |
| Excess of receipts over payments | 1,614 | (750) | (5,680) | | (4,815) | (27,665) |

There may be minor discrepancies in the totals if the pence are not being shown

8.

St Mary's Church Walton - 1133981

Fund movement by type
Selected period: 01 January 2021 to 31 December 2021

| Fund and type | Fund balances brought forward restated | Incoming Resources | Outgoing Resources | Transfers | Gains and Losses | Journal Entries | Fund balances carried forward |
|---|--|--------------------|--------------------|-----------------|------------------|-----------------|-------------------------------|
| Unrestricted | | | | | | | |
| General - General fund | 22,232 | 100,303 | 98,689 | (14,975) | — | — | 8,872 |
| Sub-totals | 22,232 | 100,303 | 98,689 | (14,975) | — | — | 8,872 |
| Designated | | | | | | | |
| Reserve - Reserve fund | 12,490 | 9 | — | 15,000 | — | — | 27,499 |
| Choir - Choir designated | 1,042 | — | — | — | — | — | 1,042 |
| Ch-Dv-Des - Church Development designated | 12,683 | — | 759 | — | — | — | 11,923 |
| Sub-totals | 26,216 | 9 | 759 | 15,000 | — | — | 40,466 |
| Restricted | | | | | | | |
| ComHub-Res - Community Hub | — | 10,042 | 4,433 | (25) | — | — | 5,583 |
| DBF - DBF | — | 464 | 253 | — | — | — | 211 |
| Ext-Fund - External Fund Raising | 323 | 883 | 861 | — | — | — | 346 |
| Organ-Res - Church Organ Fund | 27,752 | 13 | 18,600 | — | — | — | 9,165 |
| PopUp-Res - Pop-Up Shop Restricted | — | 940 | 552 | — | — | — | 387 |
| Trinity-Rs - Incumbent's Trinity College Fund | 14 | 468 | 468 | — | — | — | 14 |
| Miss-Res - Mission Restricted | — | 6,676 | — | — | — | — | 6,676 |
| Sub-totals | 28,090 | 19,488 | 25,168 | (25) | — | — | 22,384 |
| Endowment | | | | | | | |
| Porter-End - Porter Endowment | 1,589 | 0 | — | — | — | — | 1,589 |
| Sub-totals | 1,589 | 0 | — | — | — | — | 1,589 |
| Totals | 78,129 | 119,801 | 124,616 | — | — | — | 73,313 |

There may be minor discrepancies in the totals if the pence are not being shown