

**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 2021

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

REPORT AND FINANCIAL STATEMENTS 2021

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**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

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:

50

Electoral Roll – Non- Resident:

38

Average Weekly Adult Attendance

43

Under covid-19 rules.

Average Weekly Young Persons Attendance:

1

Under covid-19 rules.

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

	<u>Name</u>	<u>Term of Office Ends</u>
<u>Incumbent:</u>	Revd M Sokanovic	Priest in Charge
<u>Assistant Curate:</u>	Maureen Bonsall	
<u>Churchwardens</u>	Mrs P Neesam	May 2022
	Ms S Coward	May 2022
<u>Deanery Synod Representative(s):</u>	Mr C Bulpitt	April 2023
	Mrs B Frost	April 2023
<u>Elected Member(s):</u>	Mr R Boggis	May 2023
	Mrs S Brooks (<i>Secretary</i>)	May 2024
	Mr R Jones	May 2022
	Mr A Page	May 2022
	Mrs R Moore	May 2024
	Miss F Spore	May 2024
	Mrs B Kemp	May 2024
	Mr M Steward	May 2024
	Mrs A Parobij	May 2023
<u>Co-opted</u>	Mr H Burke (<i>Treasurer</i>)	Dec 2021

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

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

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
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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 - oversees 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 many years ago. There have been 8 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 2021, 38 of whom were not resident within the parish. During the year 1 person died.

The average Weekly Attendance, in person (at the normal Sunday and Wednesday services) counted during October 2021 was 43 adults and 1 child under 16 years of age. Church at home estimated viewing 318. (Including daily Compline).

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
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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 zoom meeting held on February 8th 2021, 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
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ACHIEVEMENTS AND PERFORMANCE

Review of the year

The full PCC met 9 times during the year with an average attendance of 86%.

Our Learning Community and panels have met between meetings and reports of these were presented at the following PCC meetings and discussed as necessary. Until September 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. A nearby resident has created a small flower garden adjacent to the church gate.

During the year the reordering of the North Aisle was completed. We are grateful to a large number of people who despite the lockdowns found ways of working to achieve this magnificent work. This space is already being used for community and fellowship.

The fabric of both the Parish Hall and the Ascension Hall continues to give rise for concern. The replacement of guttering at the Church hall has been undertaken during the year. Towards the latter part of the year we have been able to let our halls to aid our income, which we hope will lessen the impact on our finances.

Sadly because of the pandemic the spring bulb planting programme was unable to take place, however as part of our Remembrance Service we had the opportunity to plant bulbs as a memorial.

Due to the pandemic some activities were unable to take place this year. However Mums and Tots were able to resume towards the end of the year. A service of light and life, was held under covid regulations. Family Service, Open the Book, visits from schools, movie club, Wikidz and visits to Thurleston Nursing Home, have not yet resumed.

Remembrance Sunday service this year was held in person under covid regulations and streamed online. The Service concluded with the Act of Remembrance at the War We were able to have a short service of Remembrance in the churchyard at St Mary Akenham.

The Scout and Guide organisations continued to meet on Zoom and were able to meet face to face in our halls from the autumn half term.

Thanks to the goodwill of many people our participation in Operation Christmas Child resulted in 54 filled shoe boxes which were sent to children overseas.

Towards the end of the year the elders were able to resume taking Home Communion to the house bound.

Our Church at Home Sunday Services, have been a great success and comfort to many reaching across the world. From Easter, with a strict booking system, we were able to worship in Church.

Our well regarded Compline continues every evening a 9pm reaching people far and wide and is led by a team of clergy and lay people.

Our BASIC Life pop-up shop for the people in our community continues successfully with a team of regular volunteers. The produce on offer varies from fresh fruit and vegetables to pasta and long-life

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

milk, tinned goods and toiletries. Anyone in need may come, no referral is required and there is no means testing.

There were 3 Weddings during the year. After lockdown eased 8 Baptisms were held. There were 9 funeral services held in Church. In addition the Incumbents of the Parish conducted 22 funeral services at the Ipswich & Seven Hills Crematoriums.

Although our social activities were curtailed for most of the year, with restrictions easing we were able to hold a Harvest lunch and a social event when Charlie Haylock came to talk about his involvement with the film "The Dig."

Sadly we were not able to hold our May and Christmas Fayres, Cheese and Wine in the Churchyard, Cream Teas at Akenham and a quiz, nor organise a Parish Outing. We look forward to these again happening in the future.

No collections were paid through Restricted funds.

PCC Members – Expenses

£
1,519.94
113.42
75.52
519.14
62.88
3,178.63
50.80

M. Sokanovic
H. Burke
P. Neesam
R. Boggis
A. Parobij
M. Bonsall
S Coward

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
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FINANCIAL REVIEW

The planned giving through the envelope scheme gift aid was £31,834.00. This is a decrease on last year of £1,387.58 (2020: decrease of £6,335.96). Cash collections increased by 68.7 % (2020: decrease of 34.7%) this equates to an overall increase in giving of 1.2% (2020 decrease of 11.7%). We paid 72.0% of our Parish Share obligation. (2020 45.9%).

Reserves Policy

The PCC of St Mary's & St Botolph met on 8th February 2021 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.

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RISK ASSESSMENT (continued)

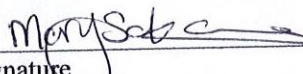
Operational Risk -Through the work of the Church Elders, Church Wardens & other church officers, systems are in place so that services can go ahead without Clergy, in cases of emergencies. The PCC will continue to carry out a full risk assessment on threats to the Church ability to deliver its objectives.

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


Signature

Date 19th June 2022

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 2021 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

Date June 2022

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 2021 TO 31 DECEMBER 2021
STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted funds 2021		Restricted funds 2021	Total funds 2021	Total funds 2020
Incoming resources	Notes	General £	Designated £	£	£	£
Incoming resources from generated funds:						
- Voluntary income	3.1	44,201.42	5.00	8,780.63	52,987.05	44,803.83
Activities for generating funds	3.2	11,389.84	-	-	11,389.84	6,614.73
Investment Income	3.3	1,619.22	-	-	1,619.22	1,656.74
Incoming resources from charitable activities	3.4	365.99	1,453.16	88,869.23	90,688.38	95,253.55
Other incoming resources	3.5	7,647.17	390.00	-	8,037.17	5,744.30
Total incoming resources		65,223.64	1,848.16	97,649.86	164,721.66	154,073.15
Resources expended						
Costs of generating funds						
- Costs of generating voluntary income	4.1	-	-	-	-	-
Charitable activities	4.2	59,482.46	5,812.62	117,032.94	182,328.02	67,542.92
Other resources expended	4.3	2,120.00	-	-	2,120.00	1,009.00
Total resources expended		61,602.46	5,812.62	117,032.94	184,448.02	68,551.92
Net incoming resources before transfers		3,621.18	(3,964.46)	(19,383.08)	(19,726.36)	85,521.23
Gross transfers between funds	6	12,000.00	-	(12,000.00)	-	-
Net incoming resources before other recognised gains		15,621.18	(3,964.46)	(31,383.08)	(19,726.36)	85,521.23
Other recognised gains						
Gains and losses on investment assets		8,051.77	-	-	8,051.77	3,540.81
Net movement in funds		23,672.95	(3,964.46)	(31,383.08)	(11,674.59)	89,062.04
Total funds brought forward		40,808.53	16,091.20	154,469.78	211,369.51	122,307.47
Total funds carried forward		64,481.48	12,126.74	123,086.70	199,694.92	211,369.51


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 2021

		Unrestricted funds 2021		Restricted funds 2021	Total this year 2021	Total last year 2020
	Notes	General £	Designated £	£	£	£
Fixed assets						
Tangible assets	8	-	-	-	-	175.00
Investments	9	62,899.33	-	-	62,899.33	54,847.56
Total fixed assets		62,899.33	-	-	62,899.33	55,022.56
Current assets						
Debtors	10	1,751.83	-	-	1,751.83	51,081.76
Cash at bank and in hand		1,781.49	12,126.74	123,086.70	136,994.93	107,504.30
Total current assets		3,533.32	12,126.74	123,086.70	138,746.76	158,586.06
Creditors: amounts falling due within one year	11	1,951.17	-	-	1,951.17	2,239.11
Net current assets		1,582.15	12,126.74	123,086.70	136,795.59	156,346.95
Net assets		64,481.48	12,126.74	123,086.70	199,694.92	211,369.51
Funds of the PCC						
Unrestricted funds						
- Designated funds	12	-	12,126.74	-	12,126.74	16,091.20
- General funds		64,481.48	-	-	64,481.48	37,350.02
Restricted funds	13	-	-	123,086.70	123,086.70	157,928.29
Total funds		64,481.48	12,126.74	123,086.70	199,694.92	211,369.51

Signed on behalf of the Parochial Church Council

Rev'd Mary Sokanovic 
Priest in Charge

Date 19th June 2022

**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 reliability.

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.

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

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 its expected useful life, which in all cases is estimated at four years.

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

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	31,834.00	33,221.58
	Inland revenue refunds	15,040.22	7,285.36
	9.30am Cash collections	3,614.00	2,141.79
	6.30pm Cash collections	74.90	196.67
	Other services Cash collections	794.23	253.57
	Wednesday – Ascension	-	65.52
	Contributions to church upkeep	142.20	387.81
	Sundry donations	1,487.50	1,251.53
		52,987.05	44,803.83
3.2	Analysis	This Year £	Last Year £
Activities for generating funds	Hire of Parish hall	4,806.56	2,276.16
	Hire of Ascension hall	6,583.28	4,338.57
		11,389.84	6,614.73
3.3	Analysis	This Year £	Last Year £
Investment Income	Dividends	1,440.57	1,391.14
	Interest	178.65	265.60
		1,619.22	1,656.74

**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	Fund raising events	365.99	1,385.00
activities	PCC Discretionary	20.00	-
	Church floodlighting	150.00	225.00
	Mission & Outreach	1,682.79	11,676.59
	Hall Maintenance	1,193.16	1,021.47
	Church Fabric	240.00	180.00
	Church Silver Replacement	-	234.00
	St Botolph's Bounty	50.00	325.00
	Parish Hall Renovation	-	12,000.00
	North Aisle	43,154.66	55,012.58
	Basic Life Pop Up Shop	11,290.00	-
	Mum's & Tot's	-	63.91
	Brick Fund	425.80	4,903.00
	Suffolk Hardship Fund	21,500.00	8,227.00
	Digital Inclusion Fund	1,859.98	-
	Community Restart Funding	800.00	-
	Chairs for North Aisle	7,956.00	-
		90,688.38	95,253.55

3.5	Analysis	This Year	Last Year
		£	£
Other incoming	PCC fees	4,871.67	3,434.00
resources	Priest fees	800.00	474.00
	Organist fees	915.00	513.00
	Organ fund	60.00	20.00
	Choir fees	315.00	105.00
	Vergers fees	300.00	223.00
	CCLI & PA	330.00	341.70
	Travel fee for Clergy-Funeral	445.50	633.60
		8,037.17	5,744.30

4. Analysis of resources expended

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

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	567.20	601.45
	- Other expenses: Rector	420.30	167.86
	Payments for organ services.	1,200.00	600.00
	Quota	38,421.96	25,124.77
	Church upkeep	1,404.06	834.92
	Printing, stationery and postage	1,276.69	1,340.89
	Telephone	1,194.13	1,337.40
	Photocopier Depreciation Charge	175.00	1,050.00
	Church hall running costs - Electricity	753.06	590.77
	- Gas	1,025.13	918.18
	- Water	238.68	250.71
	- Cleaning, repairs and renewals	2,169.46	1,729.53
	Ascension hall running costs -Electricity	648.00	690.73
	- Gas	581.33	1,226.04
	- Water	185.47	290.87
	- Cleaning, repairs and renewals	2,153.81	1,388.94
	Parish church running costs -Electricity	210.00	455.36
	- Gas	2,050.26	1,836.37
	- Water	65.30	62.23
	Insurance	4,297.17	4,192.36
	Social Events	232.95	1,341.33
	Bank charges	112.50	60.00
	Basic Life pop up shop	4,800.00	299.90
	Mission & Outreach	15,357.26	6,893.73
	Community Choir	-	1,021.00
	Suffolk Hardship	13,288.71	7,850.00
	Church floodlighting	252.20	180.00
	PCC discretionary fund	974.89	329.81
	Office Equipment and Services	387.97	387.61
	Hall Maintenance	518.65	770.90
	WW1 Remembrance Project	-	185.00
	Church Fabric	3,118.86	173.20
	Botolph's Bounty	89.00	725.00
	Community Restart Funding	1,121.96	-
	Sundry Donations	1,124.50	1,784.03
	Akenham	-	201.57
	Chairs for North Aisle	7,479.00	-
	Resources	75.00	95.00
	Childrens' Ministry	62.88	-
	CCLI & PA	812.25	555.46
	Digital Inclusion Fund	3,073.96	-
	Parish Hall Renovation	11,436.30	-
	North Aisle	58,972.17	-
		182,328.02	67,542.92

**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	800.00	420.00
	Organist fees	705.00	235.00
	Choir pay	315.00	131.00
	Verger fees	300.00	223.00
		2,120.00	1,009.00

5. Details of certain items of expenditure

5.1. PCC expenses

	This Year £	Last Year £
Number of PCC members who were reimbursed expenses	7	4
Nature of the expenses		
- Printing, stationery and postage	193.94	320.95
- Hall Maintenance	62.71	55.90
- Church upkeep	193.55	281.82
- Mileage	506.71	601.45
- Other Ministry expenses	33.99	9.99
Floodlighting	72.20	-
Community Restart Funding	22.96	-
Botolph Bounty	89.00	-
- Telephone	280.00	387.50
- Social evens	232.95	-
- Office Equipment	333.59	387.61
- Childrens' Ministry	62.88	-
- Basic Life Pop Up Shop	3,124.08	299.90
- Church Fabric	61.26	-
- Cleaning, repairs and renewals: Ascension Hall	169.82	6.98
- Mission & Outreach	10.90	162.53
- Cleaning, repairs and renewals: Parish Hall	94.80	-
- PCC Discretionary Fund	70.00	239.81
- North Aisle	4.99	-
Total amount paid	5,620.33	2,754.44

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
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NOTES TO THE ACCOUNTS

5.2. Fees for examination or audit of the accounts

Independent examiner's fees for reporting on the accounts

This Year	Last Year
£	£
-	-

6. Gross transfers between funds

£ 12,000.00 from Whitton Parish Hall Renovation to the General Fund.

7. Paid employees

7.1. Staff Costs

Gross wages, salaries and benefits in kind

This Year	Last Year
£	£
1,200.00	600.00
1,200.00	600.00

7.2. Average number of full-time equivalent employees in the year

Other

This Year	Last Year
No.	No.
1	1
1	1

8. Tangible fixed assets

8.1 Cost or valuation

Balance brought forward
Additions
Disposals
Balance carried forward

Fixtures, fittings and equipment	Total
£	£
4,200.00	4,200.00
-	-
-	-
4,200.00	4,200.00

8.2 Accumulated depreciation and impairment provisions

Balance brought forward
Depreciation charge for the year
Disposals
Balance carried forward

Fixtures, fittings and equipment	Total
£	£
4,025.00	4,025.00
175.00	175.00
-	-
4,200.00	4,200.00

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
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NOTES TO THE ACCOUNTS

8.3 Net book value

	Fixtures, fittings and equipment £	Total £
Brought forward	175.00	175.00
Carried forward	0.00	0.00

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

	Cost	2021 Market value at year end	Income from investment for the year	Cost	2020 Market value at year end	Income from investment for the year
	£	£	£	£	£	£
- DBF investment fund 1	793.00	6,209.97	155.24	793.00	5,284.76	145.66
- DBF investment fund 2	7,500.00	56,689.36	1,447.62	7,500.00	49,562.80	1,450.21
	8,293.00	62,899.33	1,602.86	8,293.00	54,847.56	1,595.87

The investments were valued at 31 December 2021 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	1,751.83	1,567.74
Other debtors	-	-
Prepayments and accrued income	-	49,514.02
	1,751.83	51,081.76

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

11. Creditors and accruals

Analysis of creditors

	Amounts falling due within one year	
	This year £	Last year £
Trade creditors	1,951.17	1,626.03
Accruals and deferred income	-	-
Loans and overdrafts	-	-
	<u>1,951.17</u>	<u>1,626.03</u>

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	3,524.28	240.00	(3,118.86)	-	645.42
Akenham	(201.57)	-	-	-	(201.57)
Missions	865.45	-	-	-	865.45
Organ Fund	3,521.98	60.00	-	-	3,581.98
CCLI & PA Renewals	141.81	330.00	(812.25)	-	(340.44)
Legacies	5,862.52	-	-	-	5,862.52
Office Equipment	(387.61)	-	(387.97)	-	(775.58)
PCC Discretionary Fund	523.08	25.00	(974.89)	-	(426.81)
Hall Maintenance	2,241.26	1,193.16	(518.65)	-	2,915.77
	<u>16,091.20</u>	<u>1,848.16</u>	<u>(5,812.62)</u>	<u>-</u>	<u>12,126.74</u>

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
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
Digital Inclusion Fund	Restricted	For the Church to purchase IT kit for use to help people in need.
Community Restart Funding	Restricted	Funds from IBC to restart activities post COVID
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
Suffolk Hardship Fund	Restricted	Household Support Grants
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
Brick Fund	Restricted	Donations to buy bricks for North Aisle work.
Tree Replacement	Restricted	Fund for replacement of trees
Chairs for North Aisle	Restricted	Purchase new chairs for North Aisle
North Aisle Project	Restricted	Work on North Aisle in the Church
Sundry Donations	Restricted	Restricted donations
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	698.01	90.00	(89.00)	-	699.01
Akenham War Memorial	639.31	-	-	-	639.31
Church Floodlighting	3,522.81	175.00	(252.20)	-	3,445.61
Suffolk Hardship Fund	377.00	21,500.00	(13,288.71)	-	8,588.29
Digital Inclusion Fund	-	1,859.98	(3,073.96)	-	(1,213.98)
Community Restart Funding	-	800.00	(1,121.96)	-	(321.96)
Memorial Restoration Fund	1,533.41	-	-	-	1,533.41
Church Window Rep & Guards	2,895.45	-	-	-	2,895.45
Whitton Parish Hall Renovation	24,000.00	-	(11,436.30)	(12,000.00)	563.70
North Aisle Project	76,248.64	50,429.66	(58,972.17)	-	67,706.13
Chairs for North Aisle	-	8,971.63	(7,479.00)	-	1,492.63
Community Choir	3,405.70	-	-	-	3,405.70
Mum's & Tot's	386.71	-	-	-	386.71
Tree Replacement	107.50	-	-	-	107.50
Replacement Church Silver	14,952.20	-	-	-	14,952.20
Children's Ministry	276.42	-	(62.88)	-	213.54
Mission & Outreach	20,406.36	1,682.79	(15,357.26)	-	6,731.89
Sundry Donations	(209.34)	-	(1,099.50)	-	(1,308.84)
Brick Fund	5,529.50	425.80	-	-	5,955.30
Basic Life Pop Up Shop	(299.90)	11,715.00	(4,800.00)	-	6,615.10
	154,469.78	97,649.86	(117,032.94)	(12,000.00)	123,086.70