

**PAROCHIAL CHURCH COUNCIL OF ST MARY THE VIRGIN, BURES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

This report on the accounts of the PCC for the year ended 31 December 2021 which are set out on pages 2 – 8 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (The Regulations) and s.145 of the Charities Act 2011 (The Act).

**Respective responsibilities of trustees and examiner**

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirements of the Regulations and section 144 (2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

**Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 (5) (b) of the Act and to be found in the Church Guidance 2011 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with 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 section 130 of the Act and
  - b) to prepare accounts which accord with the accounting records and to comply with the requirements of the Act and the Regulation 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.

Examiner: Carolyn Holbrook

Date: 11 February 2022

FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021									
Receipts and Payments Account		2021	2021	2021	2021	2020	2020	2020	2020
Receipts		£	£	£	£	£	£	£	£
		Unrestricted	Restricted	Total	Unrestricted	Restricted	Total	Unrestricted	Total
<b>Planned Giving</b>									
Giftaided giving		46,890.00	9,108.00		48,576.98	9,968.00			
Non-Giftaided giving		6,108.00	0.00		6,068.00	0.00			
<b>Total Planned giving</b>		<b>52,998.00</b>	<b>9,108.00</b>	<b>62,106.00</b>	<b>54,644.98</b>	<b>9,968.00</b>			<b>64,612.98</b>
<b>Collections</b>		<b>1,837.10</b>	<b>488.35</b>	<b>2,325.45</b>	<b>2,031.45</b>	<b>80.03</b>			<b>2,111.48</b>
<b>Other Voluntary Receipts</b>									
Giving through church boxes		0.00	118.96		0.00	121.82			
One off gifts		0.00	0.00		362.00	500.00			
Legacies and grants		11,469.00	0.00		0.00	5,603.93			
Donations, appeals etc.		3,182.85	4,261.00		90.00	5,200.00			
<b>Total Other Voluntary Receipts</b>		<b>14,651.85</b>	<b>4,379.96</b>	<b>19,031.81</b>	<b>452.00</b>	<b>11,425.75</b>			<b>11,877.75</b>
<b>Fundraising Activities</b>		<b>189.70</b>	<b>1,978.95</b>	<b>2,168.65</b>	<b>49.54</b>	<b>1,400.11</b>			<b>1,449.65</b>
<b>Gift Aid Recovered</b>		<b>11,528.91</b>	<b>1,510.61</b>	<b>13,039.52</b>	<b>14,796.72</b>	<b>2,118.63</b>			<b>16,915.35</b>
<b>Investments</b>									
Interest and Dividends		36.89	703.63		197.01	693.66			
<b>Total Investments</b>		<b>36.89</b>	<b>703.63</b>	<b>740.52</b>	<b>197.01</b>	<b>693.66</b>			<b>890.67</b>
<b>Receipts from Church Activities</b>									
Fees for weddings and funerals		2,188.00	(0.00)		1,792.70	211.00			
Benefice weekend		0.00	5,700.00		0.00	0.00			
Open Doors		448.05	0.00		209.44	0.00			
Messy Church		0.00	0.00		0.00	327.00			
Magazine advertising		465.77	0.00		359.28	0.00			
Magazine sales		2,092.80	0.00		3,020.15	0.00			
Other activities		69.70	0.00		279.09	0.00			
<b>Total receipts from church activities</b>		<b>5,264.32</b>	<b>5,700.00</b>	<b>10,964.32</b>	<b>5,660.66</b>	<b>538.00</b>			<b>6,198.66</b>
<b>Total Receipts</b>		<b>86,506.77</b>	<b>23,869.50</b>	<b>110,376.27</b>	<b>77,832.36</b>	<b>26,224.18</b>			<b>104,056.54</b>

Payments		2021 £	2021 £	2020 £	2020 £
		Unrestricted Restricted		Unrestricted	Restricted
Missionary and Charitable Giving (see note 2)					
Giving to missionary societies		1,000.00	2,605.00	1,000.00	2,000.00
Giving to relief and dev agencies		1,000.00	783.00	1,000.00	550.00
Home mission		1,040.00	783.00	1,040.00	550.00
Secular charities		328.55	0.00	95.00	300.00
Total Charitable Giving		3,368.55	4,171.00	7,539.55	3,400.00
					6,535.00
Parish Share		55,262.00	0.00	55,262.00	1,375.00
					56,588.00
Clergy and Staff Costs					
Assistant Staff Costs		1,300.00	0.00	1,254.25	0.00
Salaries and honoraria		5,214.63	1,282.00	4,134.69	1,480.25
Visiting speakers		207.00	0.00	0.00	0.00
Working expenses of incumbent		464.92	0.00	656.30	0.00
Total clergy and staff costs		7,186.55	1,282.00	8,468.55	1,480.25
					7,525.49
Church Running Costs					
Training and Mission		282.05	0.00	784.96	0.00
Benefice weekend		0.00	8,862.08	200.00	0.00
Messy Church		0.00	25.67	0.00	327.00
Counselling and education		377.95	0.00	95.00	0.00
Insurance		0.00	2,683.80	0.00	2,606.28
Organ Tuning		96.00	0.00	180.00	0.00
Cleaning		1,264.02	0.00	875.00	0.00
Moveable furnishings		0.00	0.00	1,118.98	1,417.11
Upkeep of services		212.06	0.00	360.68	0.00
Materials for worship		98.07	0.00	143.60	0.00
Upkeep of churchyard		1,357.00	15.00	432.02	0.00
Flowers		281.79	130.53	108.12	96.90
Administration		463.42	0.00	448.10	0.00
Catering		390.42	0.00	494.98	0.00
Photocopying		912.18	0.00	703.58	0.00
Software licences		1,027.77	0.00	867.15	0.00
Website and publicity		554.68	0.00	272.47	0.00
Church Office		1,144.33	0.00	0.00	0.00
Electricity		476.54	0.00	1,390.00	0.00
Water		154.76	0.00	188.81	0.00
Oil		1,141.51	0.00	251.16	360.00

Payments Continued	2021		2021		2020		2020	
	£	Unrestricted	Restricted	£	Unrestricted	Restricted	£	Restricted
Magazine costs	4,864.59		0.00		4,139.99	0.00		
<b>Total running expenses</b>	<b>15,099.14</b>		<b>11,717.08</b>	<b>26,816.22</b>	<b>15,074.60</b>	<b>6,827.29</b>	<b>17,861.89</b>	
<b>Church Repairs and Maintenance</b>								
Regular maintenance	1,821.56		1,291.40		1,123.91	951.60		
Major works	0.00		0.00		0.00	9,014.00		
<b>Total Repairs and Maintenance</b>	<b>1,821.56</b>		<b>1,291.40</b>	<b>3,112.96</b>	<b>1,123.91</b>	<b>9,965.60</b>	<b>11,089.51</b>	
<b>Fundraising and event costs</b>	<b>0.00</b>		<b>100.00</b>	<b>100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Total Payments</b>	<b>82,737.80</b>		<b>18,561.48</b>	<b>101,299.28</b>	<b>80,591.75</b>	<b>23,048.14</b>	<b>99,599.89</b>	
<b>Excess of receipts over payment</b>	<b>3,768.97</b>		<b>5,308.02</b>	<b>9,076.99</b>	<b>-2,759.39</b>	<b>3,176.04</b>	<b>4,456.65</b>	
<b>Bank accounts and deposits b/fw</b>	<b>20,993.50</b>		<b>27,265.87</b>	<b>52,716.02</b>	<b>20,993.50</b>	<b>27,265.87</b>	<b>48,259.37</b>	
<b>Bank accounts and deposits c/fw</b>	<b>24,762.47</b>		<b>32,573.89</b>	<b>61,793.01</b>	<b>18,234.11</b>	<b>30,441.91</b>	<b>52,716.02</b>	

Movements in Restricted Funds during the year 2021					
Fund	Bal b/fwd	Receipts	Payments	Transfer	Bal c/fwd
Fabric Maintenance	26,242.01	3,791.98	0.00	0.00	30,033.99
Russe	0.00	2,000.00	2,000.00	0.00	0.00
Messy Church	571.63	0.00	25.67	0.00	545.96
Clock Maintenance	37.61	256.74	0.00	0.00	294.35
Sharp Flower Fund	277.40	299.09	0.00	0.00	576.49
Dorcas Bridges	5,609.58	3.16	0.00	0.00	5,612.74
Tower Fund (Bells)	2,281.36	0.23	0.00	0.00	2,281.59
Total	35,019.59				39,345.12

STATEMENT OF ASSETS AND LIABILITIES AS AT 31 DECEMBER 2021									
					Sharp				
<b>Monetary Assets</b>		<b>Total</b>	<b>General Fund</b>	<b>Fabric</b>	<b>Flower Fund</b>	<b>Tower Fund</b>	<b>Clock Trust</b>	<b>Messy Church</b>	<b>Dorcas Bridges</b>
Bank accounts		19,508.32	13,054.37	5,033.99	576.49		294.35	545.96	3.16
NS&I Investment account		2,281.59				2,281.36			
Board of Finance Deposit		42,284.69	11,675.11	25,000.00					5,609.58
Funds held by Diocese		0.00							
<b>Total funds</b>		<b>64,074.60</b>	<b>24,729.48</b>	<b>30,033.99</b>	<b>576.49</b>	<b>2,281.36</b>	<b>294.35</b>	<b>545.96</b>	<b>5,612.74</b>
Debtors	There were no debtors as at 31 December 2021								
Liabilities	There were no creditors as at 31 December 2021.								
Approved by the Parochial Church Council on									
and signed on its behalf by									
Chairman			Treasurer			C Scott			
The notes on the following pages form part of these accounts									

## NOTES TO THE FINANCIAL STATEMENTS

## **For the Year Ended 31 December 2021**

### **1. Accounting Policies of the Parochial Church Council**

The Financial Statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2011 using the Receipts and Payments basis.

#### **Funds**

General funds represent the funds of the PCC that are not subject to any special restrictions regarding their use and are available for application to the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The accounts include monetary transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of other Church groups that owe an affiliation to another body, nor those that are informal gatherings of Church members.

Subject to the above, receipts and payments include income as received and expenditure when irrevocably paid.

It is the aim of the PCC to retain a reserve fund against future works and maintenance. Members would like to see a sum of £25,000 held in this fund, although they appreciate that this may not always be possible.

#### **Statement of Assets and Liabilities**

The following assets are recognised but not valued in the Statement of Assets and Liabilities:

- Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal.
- Land and buildings held on behalf of the PCC.
- Other fixtures, fittings and office equipment where the PCC is free to dispose of such assets without faculty and where the original cost exceeded £1,000.
- Legacies where formal notification of entitlement and amount has been received at 31 December by the PCC.
- Investments held beneficially by the PCC.
- Closing bank balances as shown in the receipts and payment account.

The following liabilities are recognised in the Statement of Assets and Liabilities:

- Any loan or overdraft advanced to the PCC
- Any arrears of Diocesan Quota of Parish Share.
- Creditors for goods or services where the supply has been received and invoiced by 31 December.

<b>2. Bures PCC - Charitable giving 2021</b>							
			<b>Unrestricted</b>		<b>Restricted</b>	<b>Total</b>	
			<b>£</b>		<b>£</b>	<b>£</b>	
International Justice Mission			1,000.00		300.00		
Epic/Russe - Annual Support			0.00		2,000.00		
TWAM			0.00		305.00		
Water Aid			1,000.00		783.00		
Churches Together Affiliation Donation			40.00		0.00		
Storehouse Foodbank			1,000.00		783.00		
Suffolk Historic Churches Trust			45.00		0.00		
Haig Fund			283.55		0.00		
<b>Total</b>			<b>3,368.55</b>		<b>4,171.00</b>	<b>7,539.55</b>	