

## Independent Examiners Certificate

Report to the trustees/ members of:

St. Mary the Virgin, Headham

On accounts for the year ended:

31st December 2021

Charity no (if any):

1130006

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

### Responsibilities and basis of report

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

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

### Independent examiner's statement

~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [ ]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below\*) which gives me cause to believe that in, any material respect:

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

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

\* Please delete the words in the brackets if they do not apply.

Signed:



Date:

8th April 2022

Name:

BRYAN HOYLE.

Relevant professional  
qualification(s) or body  
(if any)

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Address:

31A HIGH STREET	HEATHAM
KING'S LYNN	NORFOLK

**Section B**

**Disclosure**

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here  
brief  
details of  
  
any items  
that the  
examiner  
wishes to  
disclose

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**HEACHAM PARISH CHURCH, NORFOLK**

**ANNUAL REPORT  
and  
FINANCIAL STATEMENTS  
of the  
PAROCHIAL CHURCH COUNCIL**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**INCUMBENT**

**Revd. Veronica Wilson  
The Vicarage  
Church Lane  
Heacham  
King's Lynn  
Norfolk PE31 7HJ**

**BANKS**

**BARCLAYS**

**91-92 High Street  
King's Lynn  
PE30 1BL**

**NATIONWIDE**

**5-11 St Georges St  
Douglas Isle of Man  
IM99 1AS**

**INDEPENDENT EXAMINER**

**Mr Bryan Hoyle  
31A High Street  
Heacham  
King's Lynn  
Norfolk PE31 7DB**

# Parish

## Financial Statement for the Year Ended 31 December 2021 Receipts and Payments Accounts

	Note	Unrestricted Fund	Designate d Fund	Restricted Fund	Endowme nt Fund	Total 2021	Total 2020
		£	£	£	£	£	£
<b>Receipts</b>							
<b>Voluntary receipts:</b>							
Collections at Services	3	2,606.96	-	-	-	2,606.96	1,930.85
Planned giving	3	40,785.00	-	-	-	40,785.00	43,257.00
All other giving/voluntary receipts	3	26,974.82	-	-	-	26,974.82	3,953.92
Grant Income	3	5,065.00	-	-	-	5,065.00	11,065.00
Legacies Received (Capital Value)		-	-	-	-	-	16,577.28
Gift Aid recovered		11,158.63	-	-	-	11,158.63	11,786.27
		86,590.41	-	-	-	86,590.41	88,570.32
<b>Activities for generating funds</b>	3	1,572.28	-	-	-	1,572.28	54.62
Church activities	3	16,637.44	-	-	-	16,637.44	14,100.03
Other income	3	123.20	-	-	-	123.20	3,873.27
<b>Total receipts</b>		<b>104,923.33</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>104,923.33</b>	<b>106,598.24</b>
<b>Payments</b>							
<b>Church activities:</b>							
Parish share		48,000.00	-	-	-	48,000.00	47,700.00
Clergy and Staffing costs	4	6,596.43	-	-	-	6,596.43	6,769.92
Church running expenses	4	13,180.93	-	-	-	13,180.93	13,262.16
Mission giving and donations	4	4,741.70	-	-	-	4,741.70	5,344.39
Building work and repairs	4	27,195.60	-	-	-	27,195.60	3,159.14
Administration Costs	4	2,012.90	-	-	-	2,012.90	2,102.79
Other expenditure	4	2,394.69	-	-	-	2,394.69	721.55
		104,122.25	-	-	-	104,122.25	79,059.95
<b>Cost of generating funds</b>	4	114.11	-	-	-	114.11	2,539.34
<b>Total Payments</b>		<b>104,236.36</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>104,236.36</b>	<b>81,599.29</b>
<b>Excess of receipts over payments</b>		<b>686.97</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>686.97</b>	<b>24,998.95</b>
<b>Nationwide Interest</b>		<b>17.79</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>17.79</b>	<b>-</b>
		704.76	-	-	-	704.76	24,998.95
<b>Cash at bank and in hand at 1 Jan</b>		<b>37,300.12</b>	<b>-</b>	<b>2,341.97</b>	<b>-</b>	<b>39,642.09</b>	<b>14,562.40</b>
<b>Cash at bank and in hand at 31 Dec</b>		<b>38,004.88</b>	<b>-</b>	<b>2,341.97</b>	<b>-</b>	<b>40,346.85</b>	<b>39,642.09</b>

## Statement of Assets and Liabilities

	Note	Unrestricted Fund	Designate d Fund	Restricted Fund	Endowme nt Fund	Total 2021	Total 2020
		£	£	£	£	£	£
<b>Cash Funds</b>							
Bank Current Account	5	10,008.11	-	2,341.97	-	12,350.08	11,663.11
Bank Savings Account	6	27,996.77	-	-	-	27,996.77	27,978.98
Deposit Fund		-	-	-	-	-	-
		38,004.88	-	2,341.97	-	40,346.85	39,642.09

## Notes

1. The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.

2. The movement in designated and restricted funds during the year were:

	Bal b/fwd	Receipts	Payments	Transfers	Bal c/fwd
Restricted					
Organ Fund	2,193.81	-	-	-	2,193.81
Choir Fund	148.16	-	-	-	148.16
	<b>2,341.97</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,341.97</b>

Organ Fund - 0

Choir Fund - 0

**3. Receipts**

	Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total 2021	Total 2020
	£	£	£	£	£	£
<b><u>COLLECTIONS AT SERVICES</u></b>						
Sunday Collections - Gift Aided	2,480.09	-	-	-	2,480.09	1,909.85
Weekday Collections - Gift Aided	126.87	-	-	-	126.87	21.00
	<b>2,606.96</b>	-	-	-	<b>2,606.96</b>	<b>1,930.85</b>
<b><u>PLANNED GIVING</u></b>						
Standing Order	3,694.00	-	-	-	3,694.00	3,916.00
Regular Giving Envelopes	-	-	-	-	-	190.00
Standing Order Gift Aided	37,091.00	-	-	-	37,091.00	39,151.00
	<b>40,785.00</b>	-	-	-	<b>40,785.00</b>	<b>43,257.00</b>
<b><u>GIFT AID RECOVERED</u></b>						
Gift Aid Reclaim	11,158.63	-	-	-	11,158.63	11,786.27
	<b>11,158.63</b>	-	-	-	<b>11,158.63</b>	<b>11,786.27</b>
<b><u>ALL OTHER GIVING/VOLUNTARY RECEIPTS</u></b>						
Appeals	22,628.32	-	-	-	22,628.32	-
Donations	980.00	-	-	-	980.00	1,669.45
Gift Aid Envelopes	1,817.70	-	-	-	1,817.70	1,111.00
Donations - Gift Aided	1,141.00	-	-	-	1,141.00	876.58
Wall Boxes	407.80	-	-	-	407.80	60.47
Outreach Donations Gift Aided	-	-	-	-	-	97.00
Messy Church Donations	-	-	-	-	-	139.42
	<b>26,974.82</b>	-	-	-	<b>26,974.82</b>	<b>3,953.92</b>
<b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>						
Other Fundraising	1,572.28	-	-	-	1,572.28	54.62
	<b>1,572.28</b>	-	-	-	<b>1,572.28</b>	<b>54.62</b>
<b><u>CHURCH ACTIVITIES</u></b>						
Non-charitable trading	4,782.50	-	-	-	4,782.50	3,630.00
Fees - Statutory	6,769.00	-	-	-	6,769.00	9,741.00
Fees - Additional	30.00	-	-	-	30.00	150.00
VAT Reclaim	5,055.94	-	-	-	5,055.94	579.03
	<b>16,637.44</b>	-	-	-	<b>16,637.44</b>	<b>14,100.03</b>
<b><u>INVESTMENT INCOME</u></b>						
Dividends and Interest	17.79	-	-	-	17.79	-
	<b>17.79</b>	-	-	-	<b>17.79</b>	-
<b><u>GRANT INCOME</u></b>						
Recurring Grants	1,065.00	-	-	-	1,065.00	1,065.00
Non-Recurring Grants	4,000.00	-	-	-	4,000.00	10,000.00
	<b>5,065.00</b>	-	-	-	<b>5,065.00</b>	<b>11,065.00</b>
<b><u>OTHER INCOME</u></b>						
Administration Income	20.00	-	-	-	20.00	30.00
Christian Bookshop	103.20	-	-	-	103.20	3,843.27
	<b>123.20</b>	-	-	-	<b>123.20</b>	<b>3,873.27</b>

#### 4. Payments

##### CLERGY AND STAFFING COSTS

	Unrestricted Fund	Designate d Fund	Restricted Fund	Endowme nt Fund	Total 2021	Total 2020
	£	£	£	£	£	£
Administrator Parish/Benefice	5,824.00	-	-	-	5,824.00	4,122.00
Clergy Expenses	387.50	-	-	-	387.50	1,124.99
Salaries	384.93	-	-	-	384.93	1,505.83
Training	-	-	-	-	-	17.10
	<b>6,596.43</b>	-	-	-	<b>6,596.43</b>	<b>6,769.92</b>

##### CHURCH RUNNING EXPENSES

Cleaning	460.00	-	-	-	460.00	60.12
Gas and Electricity Bill	2,613.77	-	-	-	2,613.77	3,650.03
Insurance	2,353.88	-	-	-	2,353.88	3,439.12
Service Costs	122.43	-	-	-	122.43	111.06
Maintenance	3,328.73	-	-	-	3,328.73	2,033.72
Water Bill	179.16	-	-	-	179.16	213.54
Churchyard Maintenance	3,524.40	-	-	-	3,524.40	3,165.00
Organ Expenses	246.00	-	-	-	246.00	230.00
Licences	352.56	-	-	-	352.56	359.57
	<b>13,180.93</b>	-	-	-	<b>13,180.93</b>	<b>13,262.16</b>

##### MISSION GIVING AND DONATIONS

Charities - Home (UK)	30.00	-	-	-	30.00	293.62
Charities - Secular	-	-	-	-	-	436.82
Donations	211.70	-	-	-	211.70	413.95
Tithes	4,500.00	-	-	-	4,500.00	4,200.00
	<b>4,741.70</b>	-	-	-	<b>4,741.70</b>	<b>5,344.39</b>

##### BUILDING WORK AND REPAIRS

Church - Major repairs and Redecorations	27,195.60	-	-	-	27,195.60	-
Hall/Other Buildings - Major Repairs and Redecorations	-	-	-	-	-	3,159.14
	<b>27,195.60</b>	-	-	-	<b>27,195.60</b>	<b>3,159.14</b>

##### COSTS OF GENERATING FUNDS

Fund raising	114.11	-	-	-	114.11	-
Bookstall	-	-	-	-	-	100.09
Hall Running Costs	1,873.64	-	-	-	1,873.64	2,439.25
	<b>1,987.75</b>	-	-	-	<b>1,987.75</b>	<b>2,539.34</b>

##### ADMINISTRATION COSTS

Bank charges	212.53	-	-	-	212.53	193.56
Stationery	97.50	-	-	-	97.50	-
Computer	175.00	-	-	-	175.00	390.83
Office expenses	1,527.87	-	-	-	1,527.87	1,518.40
	<b>2,012.90</b>	-	-	-	<b>2,012.90</b>	<b>2,102.79</b>

##### OTHER EXPENDITURE


Churchyard Expenses	349.05	-	-	-	349.05	300.05
Childrens' Costs	-	-	-	-	-	83.61
Gifts	-	-	-	-	-	152.28
Outreach Costs	172.00	-	-	-	172.00	185.61
	<b>521.05</b>	-	-	-	<b>521.05</b>	<b>721.55</b>

#### 5. Bank Current Account

	Unrestricted Fund	Designate d Fund	Restricted Fund	Endowme nt Fund	Total 2021	Total 2020
	£	£	£	£	£	£
General Account	10,008.11	-	-	-	10,008.11	9,321.14
Organ Fund	-	-	2,193.81	-	2,193.81	2,193.81
Choir Fund	-	-	148.16	-	148.16	148.16
	<b>10,008.11</b>	-	<b>2,341.97</b>	-	<b>12,350.08</b>	<b>11,663.11</b>

#### 6. Bank Savings Account

	Unrestricted Fund	Designate d Fund	Restricted Fund	Endowme nt Fund	Total 2021	Total 2020
	£	£	£	£	£	£
Nationwide Building Society	27,996.77	-	-	-	27,996.77	27,978.98
	<b>27,996.77</b>	-	-	-	<b>27,996.77</b>	<b>27,978.98</b>

A	B	C	D	E	F	G	H
1	 <b>Return of Parish Finance</b> <b>January to December 2021</b>	Parish code: (6 digits):			If the form is NOT completed on behalf of the entire parish, please list below the churches included:	Deanery: #N/A	
2	<b>RECEIPTS AND PAYMENTS</b>	Parish name:	Parish			Diocese: Norwich	
4	<b>RECEIPTS</b>	UNRESTRICTED (nearest £)	RESTRICTED (nearest £)		<b>PAYMENTS</b>	UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
5	<b>Voluntary receipts</b>				<b>Costs of generating funds</b>		
6	1 Tax efficient planned giving	£ 42,657	£ -	17	Fundraising activities (costs and payments)	£ 114	£ -
7	2 Other planned giving	£ 1,388	£ -	18	<b>Church activities</b>		
8	3 Collections at services	£ -	£ -	19	Mission giving and donations	£ 4,742	£ -
9	All other giving and voluntary receipts, including Special			20	Diocesan parish share contribution	£ 48,000	£ -
10	4 Appeals (recurring and one-off)	£ 28,201	£ -	21	Salaries, wages and honoraria	£ 6,209	£ -
11	6 Gift Aid recovered	£ 11,159	£ -	22	Clergy and staff expenses	£ 660	£ -
12	7 Legacies received (capital value)	£ -	£ -	23	<b>Church expenses</b>		
13	8 Grants (include recurring and one-off)	£ 1,065	£ -	24	Church expenses: Mission and evangelism costs	£ -	£ -
14	<b>TOTAL Voluntary receipts:</b>	<b>£ 84,469</b>	<b>£ -</b>	25	Church running expenses (including Governance)	£ 10,737	£ -
15	<b>Activities for generating funds</b>			26	Church utility bills	£ 2,793	£ -
16	9 Gross receipts from fundraising activities	£ 84,469	£ 0.00	27	Cost of trading	£ 2,086	£ -
17	<b>Investment income</b>			28	<b>Major capital expenditure</b>		
18	10 Dividends, interest, receipts from property etc.	£ 17.79	£ 0.00	29	Major repairs to the church building	£ 27,196	£ -
19	<b>Church activities</b>			30	Major repairs to church hall or other PCC property,		
20	Statutory fees retained by the PCC (weddings, funerals			31	including redecoration	£ -	£ -
21	etc.)	£ 6,769.00	£ 0.00	32	New building work to the church, church hall, clergy		
22	Gross receipts from trading (e.g. hall lettings, magazine,			33	housing or other PCC property	£ -	£ -
23	bookstall) NOT fundraising.	£ 4,782.50	£ 0.00	34	<b>SUB-TOTAL of all expenditure payments above:</b>	<b>£ 102,536</b>	<b>£</b>
24	<b>Other receipts</b>			35	Other payments not already listed	£ 1,700	£ -
25	13 Other receipts not already listed	£ 8,903.14	£ 0.00	36	<b>TOTAL PAYMENTS (FROM FINANCIAL STATEMENTS)</b>	<b>Unrestricted</b>	<b>Restricted</b>
26	<b>TOTAL RECEIPTS (FROM FINANCIAL STATEMENTS)</b>	<b>Unrestricted</b>	<b>Restricted</b>	37	<b>COMBINED TOTAL</b>	<b>£ 104,236</b>	
27	<b>PLANNED GIVERS AND LEGACIES</b>			38	<b>Cash and Investment Balances</b>	<b>UNRESTRICTED</b>	<b>RESTRICTED</b>
28	Number of tax efficient planned givers	0		39	Cash and deposit balances as at 31/12/21	3,004.88	2341.97
29	Number of other planned givers	0		40	Investments as at 31/12/21	0	0
30	Number of new legacies received	0		41	<b>Accounts basis: on which basis were your accounts prepared? (Indicate ONE)</b>		
31	Weekly average planned giving per planned giver	#DIV/0!		42	<b>Receipts and payments</b>		
33	Please refer to the notes on the following pages to help clarify what is						
34	included in each section. The item numbers refer to RPF notes, consistent						
35	with the guidance provided in PCC Accountability, 2017.						
36	Looking back across 2021, were there any exceptional circumstances or significant changes that may have led to unusual figures? Please provide details in the box below.						
37	0						
38							