



CHRIST CHURCH WHAPLOAD ROAD LOWESTOFT

ANNUAL REPORT

AND

FINANCIAL STATEMENTS

OF THE

PAROCHIAL CHURCH COUNCIL

FOR THE YEAR ENDED 31 DECEMBER 2022

INDEX TO ACCOUNTS

	Page
Legal and Administrative details	2
Minister's Report	3
Structure Governance and Management	4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Accounts	8 – 16

**PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT
LEGAL AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Charitable Status

The Parochial Church Council is a charity, Registered Charity Number 1131184.

Connected Charity

The Parochial Church Council is connected with Christ Church Lowestoft Trust, Registered Charity Number 1048325.

The trustees of the Christ Church Lowestoft Trust are four elected members of the congregation of Christ Church Lowestoft and one member of the Parochial Church Council.

Address for Correspondence

Christ Church Administration
Herring Fishery Score
Lowestoft NR32 1XE

Members of the Parochial Church Council

Jon Carter
Claire Williams
Andrew Timberlake
Barrie Cossey
David Graystone
Andy Hicks
Mark Sampson (resigned April 2022)
Angus Martin (resigned April 2022)

Peter Williams
David Ryczanowski
Pam Hicks
Jill Stebbings
Eddy Timberlake
Angela Waterson (appointed April 2022)
Georgina Warren (resigned July 2022)

Treasurer

Jeremy Caborn

Secretary

Carelén Martin

Bankers

Barclays Bank PLC
61 London Road North
Lowestoft

Independent Examiner (Appointed December 2022)

Geoff Mann
13 Highworth Avenue
Cambridge
CB4 2BQ

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT MINISTER'S ANNUAL REPORT FOR 2022

The PCC of Christ Church Lowestoft seeks to support the mission and ministry of the church, particularly in managing the finances, buildings, policies and employment of staff. In 2022, we employed a Families Worker, a Sports & Youth Worker, a Church Administrator and a Cleaner. The PCC continued to better organise our financial accounts, update our buildings and maintain and implement operating policies. We aim to maintain good practice with Safeguarding and to fully cooperate with the Diocese of Norwich Safeguarding team.

The work of the PCC has allowed the church to continue to develop a range of activities and services that seek to reach a new generation with the good news of Jesus Christ. Our central activity are our Sunday services. Our main Sunday morning service (10am service) continues to be focused around expository preaching and has grown in numbers and now provides children's groups for three age ranges. We also run afternoon all-age Café Church services and a smaller evening service called 'The Gathering'. Other special services include Christmas & Easter services, funeral and thanksgiving services and services marking the Queen's Platinum Jubilee and her subsequent death.

Our midweek programme for adults has included prayer meetings, training seminars and a range of small groups (women's groups, a men's group and a young adults' group). We have also offered courses allowing adults to explore the Christian faith and baptism. Our midweek programme for children and youth has regrown since the pandemic and now includes Shrimps (our play and stay parents and toddlers' group), Saturday Club (3-7s), Explorers Club (7-10s) and Breakout (11-18s). For families together, we also now run Messy Church, FiSH (Food-in-School-Holidays), a Families BBQ and various special events. We continue to invest in our Sports programme for all ages, including our Badminton group, Beach Games, Cricket Club, Legacy School Holiday Club, a Sports Quiz as well as various one-off activities.

Our Electoral Roll number is approximately 140. Average Sunday morning church attendance began 2022 with approximately 60 adults and finished the year with approximately 100.

Jon Carter (Vicar)

Andrew Timberlake & Claire Williams (Wardens)

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

STRUCTURE GOVERNANCE & MANAGEMENT

The charity's trustees are the Vicar, Youth Worker, Churchwardens, PCC Secretary and elected members of the PCC. The Churchwardens and members of the PCC are elected by the congregation on a regular basis. The PCC is governed by the Church of England regulations and policies.

During 2015 the PCC decided to maintain reserves of approximately 2 months' normal costs plus one month's salary costs on an annual basis. For 2022 this would be approximately £20,000. In 2016 the PCC transferred £5,000 to a designated fund, called Reserves from the General Fund. No similar decision has been made since then. The reserves at the end of 2022 were the unrestricted current assets and liabilities as defined in Note 8 which total £80,656 (2021 £24,406).

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

REPORT TO THE TRUSTEES/MEMBERS OF CHRIST CHURCH, LOWESTOFT ON ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

CHARITY NUMBER 1131184

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2022.

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").

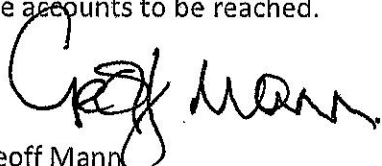
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination 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.



Geoff Mann
13 Highworth Avenue
Cambridge
CB4 2BQ

Date

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Incoming Resources					
Incoming Resources from Donors	2(a)	79,669	9,650	89,319	99,624
Other Voluntary Incoming Resources	2(b)	80,265	7,328	87,593	12,438
Incoming Resources from Operating Activities to Generate Funds	2(c)	1,254	3,516	4,770	7,615
Income from Investments	2(d)	35	-	35	3
Total Incoming Resources		<u>161,223</u>	<u>20,494</u>	<u>181,717</u>	<u>119,680</u>
Resources Expended					
Grants	3(a)	7,000	830	7,830	7,307
Activities Directly Relating to the Work of the Church	3(b)	87,122	43,476	130,598	122,254
Church Management and Administration	3(c)	11,474	0	11,474	13,837
Total Resources Expended		<u>105,596</u>	<u>44,306</u>	<u>149,902</u>	<u>143,398</u>
Net Incoming/(Outgoing) Resources		55,627	-23,812	31,815	-23,718
Balance at 1 January 2022 (2021)		98,406	51,028	149,434	173,152
Balance at 31 December 2022 (2021)		<u>154,033</u>	<u>27,216</u>	<u>181,249</u>	<u>149,434</u>

There are no recognised gains or losses other than those included in the results above, and therefore, no separate statement of total recognised gains and losses has been presented.

The notes set out on pages 8 to 16 form an integral part of these accounts.

PAROCHIAL CHURCH COUNCIL CHRIST CHURCH LOWESTOFT

BALANCE SHEET

AS AT 31 DECEMBER 2022

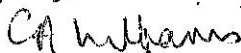
	Note	2022 £	2021
Fixed Assets			
Tangible fixed assets	5	73,377	74,000
Current Assets			
Debtors	9	89,394	85,744
Short term deposits		4,359	9,355
Cash at bank and in hand		<u>28,958</u>	<u>2,698</u>
		<u>122,711</u>	<u>97,797</u>
Current Liabilities: Amounts falling due within one year	10	<u>14,839</u>	<u>22,363</u>
Net Current Assets		107,872	75,434
Net Assets		<u>181,249</u>	<u>149,434</u>
Funds			
Unrestricted	6	154,033	98,406
Restricted	7	<u>27,216</u>	<u>51,028</u>
		<u>181,249</u>	<u>149,434</u>

Approved by the Parochial Church council and signed on its behalf by

Jon Carter



Claire Williams



Andrew Timberlake



Date

Jan 20, 2024

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1. Accounting policies

(a) Basis of Accounting

The financial statements have been prepared in accordance with the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Charities Act 2011.

(b) Funds

General 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. Restricted funds are to be used for the specific purposes laid down by the donor.

The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

(c) Incoming Resources

Voluntary income and capital sources

Collections are recognised when received by or on behalf of the PCC.

Planned giving receivable under Gift Aid is recognised when the principal amount is received. Income tax recoverable on covenants or gift aid donations is recognised at the same time.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due.

Funds raised by events are accounted for gross.

Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is recognised when the rental is due.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1. Accounting policies (continued)

(d) Resources Expended

Grants

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

The Diocesan quota or parish share is accounted for when payable. Any quota unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

(e) Fixed Assets

Consecrated land and buildings and movable church furnishings

Consecrated and beneficed property is excluded from the accounts under the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be an inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the SOFA and separately disclosed.

Other freehold land and buildings

The PCC considers that due to the long useful life of the Church Halls and the fact that they are kept in a good state of repair, any charge for depreciation would be negligible and therefore no provision has been made.

Other fixtures fittings and office equipment

Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

(f) Current Assets

Amounts owing to the PCC at 31 December 2021 in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible.

Short-term deposits include cash held on deposit either with the Central Board of Finance or at the bank.

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1. Accounting policies (continued)

(g) Current liabilities

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

(h) Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

(i) Pensions

The charity contributes to money purchase defined contribution schemes on behalf of its employees. No liability exists in respect of pensions other than monthly contributions due included in creditors.

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

2. Incoming Resources

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
(a) <i>Incoming Resources from Donors</i>				
Planned Giving				
Donations	74,556	9,650	84,206	80,417
Income Tax Recoverable	3,650	-	3,650	18,000
Collections at all Services	1,463	-	1,463	1,207
	<u>79,669</u>	<u>9,650</u>	<u>89,319</u>	<u>99,624</u>
(b) <i>Other voluntary incoming resources</i>				
Donations Appeals etc.	80,265	1,495	81,760	7,938
Grants	-	5,833	5,833	4,500
	<u>80,265</u>	<u>7,328</u>	<u>87,593</u>	<u>12,438</u>
(c) <i>Incoming resources from operating activities to generate funds and/or defray costs</i>				
Church events	-	3,090	3,090	3,282
Church hall lettings	152	-	152	930
Books & Training materials	185	-	185	338
Fees	917	426	1,343	3,065
	<u>1,254</u>	<u>3,516</u>	<u>4,770</u>	<u>7,615</u>
(d) <i>Income from investments</i>				
Bank deposit interest	35	-	35	3
	<u>35</u>	<u>-</u>	<u>35</u>	<u>3</u>
Total Incoming Resources	<u>161,223</u>	<u>20,494</u>	<u>181,717</u>	<u>119,680</u>

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

3. Resources Used

	Unrestricted Funds	Restricted Funds	Total Funds 2022	Total Funds 2021
	£	£	£	£
(a) <i>Grants</i>				
Missionary and Charitable Giving				
Missionary Societies	7,000	-	7,000	6,860
Mission Support	-	830	830	0
Welfare Grants	-	-	-	447
	<u>7,000</u>	<u>830</u>	<u>7,830</u>	<u>7,307</u>
<i>Activities directly relating to the work of the Church</i>				
(b) Ministry : Diocesan Share	58,683	-	58,683	51,000
Clergy Expenses	2,209	-	2,209	405
Staff salaries	-	37,518	37,518	36,195
Training and Conferences	263	-	263	983
Church Fellowship Events	173	510	683	3,356
Outreach	-	-	-	1,609
Upkeep of Services	2,459	-	2,459	1,978
Church Running Expenses	17,222	-	17,222	24,682
Youth, family & sports ministry costs	1,601	2,580	4,181	-
Fabric & Equipment	1,115	1,992	3,107	810
Printing and Stationery	242	-	242	543
Publicity and Community	-	-	-	407
General Expenses	1,064	450	1,514	166
Diocesan Fees	2,091	426	2,517	120
	<u>87,122</u>	<u>43,476</u>	<u>130,598</u>	<u>122,254</u>
(c) <i>Church Management and Administration</i>				
Administrator's Salary	10,643	-	10,643	12,814
Telephone	831	-	831	1,023
	<u>11,474</u>	<u>-</u>	<u>11,474</u>	<u>13,837</u>
Total Resources Expended	<u>105,596</u>	<u>44,306</u>	<u>149,902</u>	<u>143,398</u>

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

4. Staff Costs

	2022	2021
	£	£
Wages and salaries	49,989	48,487
Social security costs	1,585	-
Other pension costs	<u>1,987</u>	<u>943</u>
	<u>53,461</u>	<u>49,430</u>

During the year the PCC employed a Youth & Sports Worker, a Families Worker, a cleaner, and an Administrator. The average weekly number of staff employed by the charity during the year was 4 (2021 – 4). No member of staff earned more than £60,000.

Remuneration totalling £50,676 (2021 – £46,622) was paid to 4 (2021 – 3) trustees during the year but not for their role as trustees of the charity. Expenses totalling £9,917 (2021 – £3,625) were reimbursed to 6 (2021 – 5) trustees during the year.

5. Fixed Assets for use by the Church

Tangible fixed assets

	Freehold land and buildings
	£
Gross Book value at 1 January and 31 December 2022	<u>72,000</u>

The freehold land and buildings comprise the Church Halls situated at Herring Fishery Score Lowestoft. For accounting purposes, the historical cost of this property is deemed to be its 1994 valuation, and has not been updated.

The Diocese holds the land and buildings on behalf of the Parish as Custodian Trustees.

The buildings have not been depreciated for the reasons given on page 9 note 1(e).

	£
Computer Equipment	
Cost at 1 January 2022	6,878
Additions 2022	-
Cost at 31 December 2022	<u>6,878</u>
Accumulated Depreciation at 1 January 2022	4,878
Depreciation Charge 2022	<u>623</u>
Accumulated Depreciation at 31 December 2022	<u>5,501</u>
Computer equipment net book value at 31 December 2022	<u>1,377</u>
Computer equipment net book value at 31 December 2021	<u>2,000</u>
Total fixed asset net book value at 31 December 2022	<u>73,377</u>
Total fixed asset net book value at 31 December 2021	<u>74,000</u>

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

6. Unrestricted Funds

The income funds of the PCC include the general income fund and designated funds, which have been set aside out of the unrestricted funds by the PCC for specific purposes.

	2022	2021
	£	£
General Fund	148,163	92,536
Designated Funds		
Reserves	5,000	5,000
Bequests	870	870
	<u>154,033</u>	<u>98,406</u>

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

7. Restricted Funds

The funds of the PCC include restricted funds comprising of the following unexpended balances of donations and grants held on trusts to be applied for specific purposes.

	Balance 31 December 2021	Movement in Resources		Balance 31 December 2022
	£	Incoming £	Outgoing £	£
Restricted Funds				
Ministry Staff Fund	30,045	15,483	37,518	8,010
Youth, Family & Sports ministry	180	3,090	3,090	180
Children's Benevolent	1,152			1,152
Overseas Missions	773	1,045	830	988
Women's Mission	335			335
Ministerial Support	783			783
Men's Fellowship	448			448
Building incl. Fabric, Windows & Kitchen	10,507		1,992	8,515
Flowers	48			48
Diocesan & Other Fees	3,705	426	426	3,705
Christ Church Trust	2,077			2,077
Gifts	-	450	450	-
Discretionary	25			25
Vicar's Discretionary	950			950
	51,028	20,494	44,306	27,216

PAROCHIAL CHURCH COUNCIL OF CHRIST CHURCH LOWESTOFT

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

8. Analysis of Net Assets by Fund

	Unrestricted Funds	Restricted Funds	Total
	£	£	£
Fixed Assets	73,377	-	73,377
Current Assets	95,495	27,216	122,711
Current Liabilities	(14,839)	-	(14,839)
Fund Balance	154,033	27,216	181,249

9. Debtors

	2022	2021
	£	£
Income Tax Recoverable	89,394	85,744
Other Debtors & Prepayments	0	0
	89,394	85,744

10. Liabilities – Amounts falling due within one year

	2022	2021
	£	£
Missions	7,000	12,660
Diocese	2,517	0
HMRC	1,447	7,500
Other	3,875	2,203
Accruals and Deferred Income	14,839	22,363

11. Related Party Transactions

There were no related party transactions in the year that required disclosure.