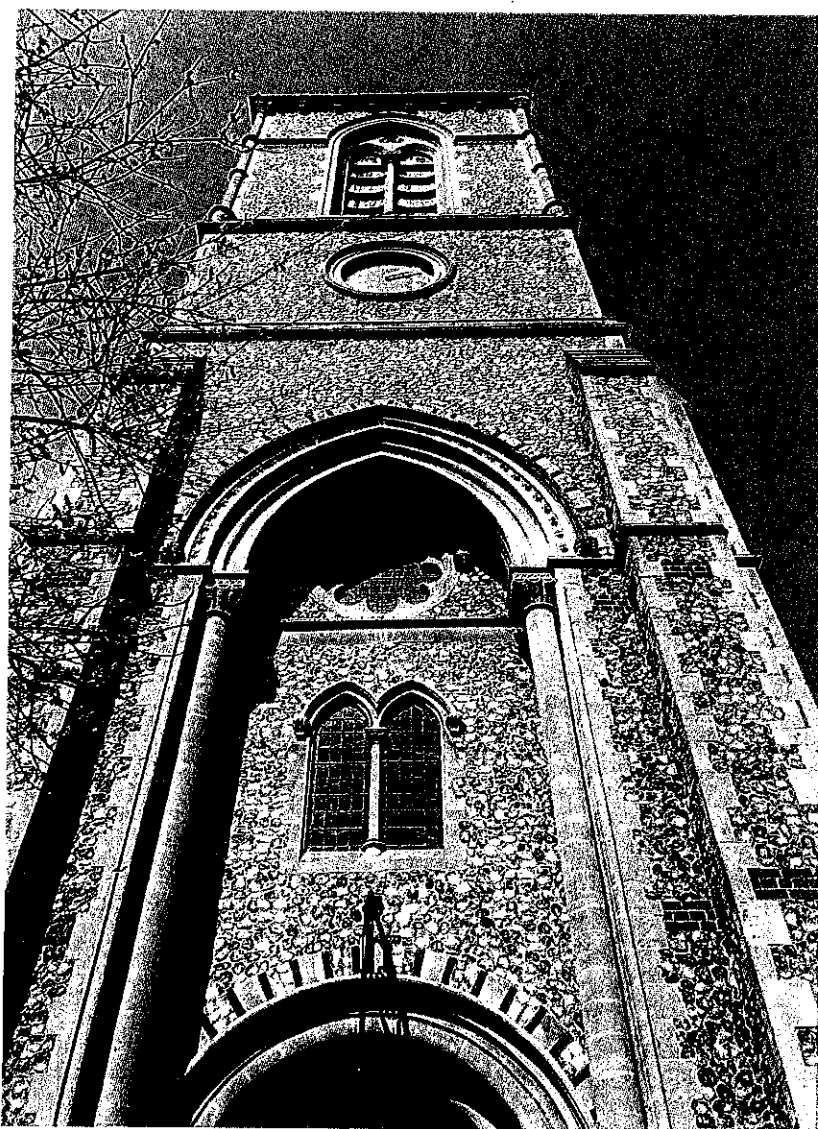


The Parish of Thorpe St Andrew

ANNUAL REPORT AND FINANCIAL STATEMENTS

of the Parochial Church Council of Thorpe St Andrew
for the year ended 31 December 2023



Incumbent The Revd James Stewart

The Rectory, 21a South Avenue, Thorpe St Andrew, Norwich, NR7 0EY

Telephone 01603 439160 **Email** rector@thorpeparishchurch.org

Bank Barclays plc, Norwich St Stephen's Branch, 5-7 Red Lion Street, Norwich, NR1 3QH

Registered Charity No 1131592

Parochial Church Council (PCC) Background

The PCC was until 2009 a Charity exempted from registration with the Charity Commission. It is now a registered charity, No. 1131592, which has the responsibility of co-operating with the Rector in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance commitments for the Parish Church, the Church of the Good Shepherd and the St Andrew's Centre complex.

Membership

Members of the PCC are the Trustees and are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During the year the following served as members of the PCC:

Clergy	The Revd James Stewart	Rector
Wardens	Dr Andrew Hayden Mr John Ward	Elected Mrs Pat Bales (resigned 8 May 2023) Mr Peter Berry (resigned 8 May 2023) Mrs Ann Cox Mrs Jenny Fuller (appointed 8 May 2023) Dr Andrew Hayden Mrs Margaret Hope (appointed 8 May 2023) Mrs Pip Jenkinson Mrs Nicole King (resigned 8 May 2023) Mr Ian Mackie Mr Julian Mogford Mrs Linda Olney Mr Graham Rowland (appointed 8 May 2023) Mr Victor Scrivens Mr John Ward Mr Adam Wegg (appointed 8 May 2023) Mrs Nicole King Mrs Ann Cox Mr Ian Mackie Mr Victor Scrivens
Secretary	Mrs Christine Cutting	
Treasurers	Mr Paul Green Mr Julian Mogford	
Fabric Officer		
Safeguarding Officer		
Representative on Norwich East Deanery		
Representative on Norwich East Deanery		
Representative on Norwich East Deanery		

Committees

The PCC operates through a number of committees. They meet between full meetings of the PCC and, after discussing subjects within their remit, report and make recommendations to that body.

- The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council. Its current membership is the Rector, Churchwardens, PCC Secretary and Treasurers. The PCC appoints this group.
- The Finance Committee oversees the general financial dimension of the work of the PCC by budgeting, monitoring income and expenditure, considering and recommending investment policies.
- The Property Committee has in the past attended to matters relating to Church buildings and their fixtures and fittings, including e.g. their inspection, maintenance and decoration. The committee during 2023 has been included in the brief of the Finance Committee.
- The Pastoral Care / Bereavement Group attends to the needs of local people for pastoral care by attending to the needs of the families of those whose loved ones have died in recent years and those who are unwell in our parish.
- The St Andrew's Centre Management Group attends to matters directly concerning the St Andrew's Centre Church Hall, including e.g. the regular maintenance, decoration, letting and caretaking arrangements etc.
- The Fundraising Committee arranges fundraising activities, social functions and promotes fellowship within the parish and community.

REVIEWS OF THE YEAR

THE RECTOR'S REPORT

Introduction

Thorpe St Andrew is bright, vibrant, independent and diverse. Our parish and churches form part of this strong community. Our aim is to serve and love as Christ has loved and served us - and, whilst some may feel that we live in a secular society, the wide variety of contributions we make to our community disproves this year after year. You will find in this report contributions from some very faithful volunteers who give freely of their time in the service of the one who came not to be served but to serve - Jesus Christ. It is my huge privilege to lead this parish as Rector with so many like-minded and committed people in our community. In 2023 King Charles publicly declared his commitment to the service of our nation as he was crowned King, whilst throughout our country people continued to build back their lives after the difficult times of the Covid-19 pandemic, struggled with high energy bills and the general cost of living. In the wider world the conflict in Ukraine has sadly not abated and in October the conflict over the Gaza strip began. Personally the year began with sadness for our family with the death of a dear mother who had contributed much to this community. Yet, amidst all these events our churches remained resourcing points of community life and love, with each person being a 'living stone' of this inspiring endeavour, radiating the light and love of Christ. In line with last year's report, I am no longer providing a month by month report but instead I am focusing on some of the key moments in the year.

Lent, Holy Week and Easter 2023

Each year we follow the way of the cross with Christ through a faithful observance of Lent. I was very pleased to lead for a second time a Lenten pilgrimage to the Shrine of Our Lady of Walsingham. With thanks to the kind welcome of the team at Walsingham I was able to lead services of Stations of the Cross and the Liturgy of Sprinkling at the well. We are very grateful to the Trustees of the Ivy Child Charitable Trust for their generous grant which paid for the coach travel to Walsingham and back.

We also held a Lent Course at the Rectory, following the Church of England's Lent material. In Holy Week we were able to hold most services similar to our pre-pandemic programme with good congregations and a really excellent Easter Fun Day in the St Andrew's Centre. We were able to distribute over 50 Easter eggs to our children and young people - sharing the love of Christ throughout our community. On Easter Day we were also able to distribute a small booklet produced by the Church of England counting down the 28 days from Easter to the Coronation.

Coronation Weekend

Following the success of our planning for the Platinum Jubilee we were able to present a very full programme of events and activities for the Coronation, beginning with an excellent talk from Phyllida Scrivens, the Ringing for the King initiative on the Saturday afternoon and a super day on the Sunday with a Service of Thanksgiving and The Big Coronation Lunch with picnic boxes prepared by The Rivergarden Pub. We were entertained to an excellent concert by the Norwich City Concert Band, with Fr James conducting an impromptu item at the end! The whole day was a great success. Fr James also participated in the evening concert at Fitzmaurice Park on Coronation Day, notwithstanding the (by then) very inclement weather.

Coronation Plant Sale

It was amazing for us to reflect as we prepared for our annual Plant Sale that this Covid-19 initiative has gone from strength to strength and has raised a lot of money for our mission and ministry. Huge thanks to Margaret Hope and all the gardening team who worked so hard this year.

Kitchen

The kitchen at the St Andrew's Centre was becoming very old and tired and so when Adam Wegg came forward with a way of refurbishing the kitchen at cost price with the generous donation of a considerable amount of his time I was very grateful. I am full of admiration for Adam, who in the month of August coordinated this project and used his skill to deliver this, and for all those who came to help with many different tasks. This was truly a 'community engagement piece' *par excellence*.

Organ Recitals

As the kitchen was being refurbished so the organ recitals season was well underway. This series showcases are fabulous organ and the talents of our recitalist including the series coordinator, our own Andrew Hayden.

Truckers' Weekend

The last weekend of August is a special one for our community as we greet the East Coast Truckers' Convoy. On the Saturday we welcomed children to our Summer Craft Day and then on Sunday greeted the young people as they were brought through Thorpe on their way to the coast. We then held a super barbecue at the Rectory in the afternoon. Thanks to all who helped.

Harvest Festival and Lunch

Our Harvest Festival took place at the Parish Church and afterwards we journeyed north to the St Andrew's Centre for the Harvest Lunch. A collection was taken for the Foodbank in money and food. My thanks go to Ann Cox, Jenny Fuller, Linda Olney and their team for the excellent lunch. Thanks also to Sue Short and Isobel Munday and the children of the Junior Choir for decorating the church for Harvest. We were able to bless and dedicate the kitchen for use in community at the lunch.

Annual Memorial Service

We held our annual service for those who have been bereaved during the year on Sunday 6 November at the Parish Church. This was very well attended and it well received by the families whom we serve. My thanks go to the members of the Pastoral Care and Bereavement Group who helped plan this service.

Warm and Wellness Fund

With thanks to the Thorpe St Andrew Trust we continued to offer assistance to those who needed it through the Warm and Wellness Fund. This has benefitted several Thorpe St Andrew residents.

Christmas

We began Advent with the Christmas Tree Festival and welcomed many organisations in our community to display Christmas Trees in the Parish Church. With the help of members of Thorpe St Andrew Town Council the lights were switched on at River Green, with the countdown being given by Rob Setchell of ITV Anglia. We welcomed many into our church, who received a warm welcome and kind hospitality. Father Christmas was a great success! We were then able to however hold Carol Services at both churches, with the usual services on Christmas Eve and Christmas Day - crib services, midnight masses and Christmas morning service.

Café Church

We continue to welcome new young families to our informal worship which takes place once a month at the St Andrew's Centre. We began a trial of the time of 3.00pm on a Sunday afternoon and this continues successfully into 2024. Many of our Café Church family now help with prayers, crafts and refreshments but I am particularly grateful to Nicole and Adam who have been strong leaders of this.

Continuing to use technology to proclaim the gospel

Begun at the outset of the pandemic and continuing in 2023 we are streaming our Sunday service live from the Parish Church. There have been a number of requests to stop doing this, but there are a small group of people who benefit hugely from this and there is a national encouragement to offer online alternatives, so we are continuing.

Parish Life

Parish Life - the Next Generation began in March 2023. Whilst the magazine before looked beautiful it was costing the parish too much and we had to come up with a cost effective alternative. We are making a very modest profit and have received many positive comments - so a huge thank you to those who have helped put it together and to those who have distributed this.

General Activities

Many of our general activities are reported elsewhere in this report. Koffee and Kompany is growing and is a very popular place for people to come and chat once a month with coffee and a lunch. Junior Choir continues - and we have recruited some new members! The Fundraising Committee (FunCom) under the chairmanship of Victor Scrivens, reported elsewhere, has done a tremendous job in bringing us together and raising vital funds for our churches this year and is an opportunity not just to raise funds but to come together in fun and fellowship. The Pastoral Care and Bereavement Group has met throughout the year and its work is much appreciated. The Gardening Team, Cleaning Team, Flower Team and many more teams help keep 'our show on the road!'

Other involvement

Along with remaining an Honorary Priest Vicar of Norwich Cathedral, which causes me from time to time to sing as Cantor at Evensong, I continue to sit as a nominee of the Church Urban Fund on the Board of our joint venture between the Diocese and the Church Urban Fund - 'Imagine Norfolk Together', which mainly manages two Development Workers in Great Yarmouth and King's Lynn respectively, who help facilitate a number of exciting projects tackling poverty in their locations. I also remain a member of the Diocesan Board of Patronage, and am a Trustee of our local burial trust, now the Thorpe St Andrew Trust. I am Chaplain (Padre) to the Royal British Legion - Thorpe St Andrew Branch. I remain Chair of Governors of Hillside Avenue Primary School and Nursery. I am also a Governor of Thorpe St Andrew School and Sixth Form. I act in an informal capacity in a chaplaincy role for a number of other Thorpe St Andrew organisations. Going forward I have been appointed as Diocesan Chaplain to the Mothers' Union and Chaplain to the Norwich Branch of the Royal Naval Association.

Those whom we love, but see no longer
Our hearts go out to all who have lost loved ones in 2023. Whilst we continue to serve our wider community by helping families remember their loved ones at funeral services, we particularly record with thanksgiving the contribution made by those who were 'living stones' of our body of Christ, if they were either on our electoral roll or contributed to our life together in some other way - Alan Wiseman, Cicely Tayler, Pat Stewart, Janet Johnson, Sylvia Cripps, Geoffrey and Alice Bunkell, John Farrow, John Stannard, John Preus, Jean Paotai, Andrew Nairn, Amy Stimpson, Jean High, John Hughes and Sylvia Seago. We stand alongside each who mourn and rejoice too that each of them are 'lost in wonder, love and praise.'

Thank you to all the team

I am very grateful to Nicole and Adam who with myself form our magnificent Ministry Team. They work very hard and lead much of our Children and Families work with Café Church and our Easter and Summer Craft Fun Days.

I am very thankful for John Ward and Andrew Hayden for their invaluable and generous support as churchwardens.

I am also very thankful for Christine Cutting who has continued to assist with our administration

and has acted as PCC secretary, faithfully coming to church every Saturday morning.

Julian Mogford and Paul Green have worked very hard as Treasurers and I am very grateful for their tremendous work.

At the Church of the Good Shepherd thanks go to the unswerving and constant dedication of Ann Cox and Jenny Fuller in looking after the life of the Church of the Good Shepherd.

However there are many more to thank because the church only runs because an ever increasing list of people who offer their time freely to complete our corporate life together - cleaning, polishing, washing linen, administration, working with our young people, acting as sidespersons, making coffee, serving, gardening, acting on our PCC, acting as Caretaker, editing and contributing to our Parish Life magazine, or contributing food for any of our functions... (and much more!)

Finally thank you to all of you - each a living stone - for the unique ways in which you have responded to God's call in your lives and for acting on Christ's commandment to love one another as we form together our unique body of Christ, which we are each privileged to serve - the Parish of Thorpe St Andrew.

Fr James

CHURCH ELECTORAL ROLL 2023

The number of persons on the Roll at 31 December 2023 was 122.

THORPE ST ANDREW EPISCOPI 100 CLUB

The 100 Club continues to be a successful fundraising venture within the Church and the wider Parish. The current year will run from October 2023 to September 2024, with 2 prizes, 1 of £25 and 1 of £15 being awarded on a monthly basis. 105 numbers were allocated this year and an extra prize of £25 was awarded in the Christmas draw in accordance with the Club rules.

Many thanks again to David Debenham who has kindly assessed the Club accounts, and to all who support the club meaning that this year £900 has been donated to Church funds.

Linda Olney & Ann Cox

CLERGY COVENANT ON WELLBEING

This was introduced as an item in our PCCs in 2021. Whilst the Parish have not yet been asked to adopt this, the PCC have wholeheartedly welcomed this and are ensuring through meetings of the Churchwardens with clergy ensure that the issue of clergy wellbeing is kept on the agenda and addressed where appropriate.

John Ward and Andrew Hayden - Churchwardens

DEANERY SYNOD REPORT

The Synod continues to look at how our churches might be better stewards of all God's gifts God has given us in the world and to hear how individual parishes are adjusting to parish life following the Covid-19 pandemic.

Fr James

FINANCIAL RESERVES POLICY

At the PCC Meeting in January 2012, acting on the advice of the Diocesan Secretary (who was present), it was proposed and agreed that the General Fund Reserve should be reduced to £17,000.00. Neither the PCC nor the Finance Committee have altered this decision - so it remains in force.

*Fr James
Chair - Finance Committee*

FUND RAISING COMMITTEE (FunCom)

Once again, we have been fortunate to obtain support from many of the residents of Thorpe St Andrew. Our programme has continued to produce at least one event for each month of the year.

Courtesy of Andrew Hayden, our Church Warden, we have seen films including some "Golden Silents" to "Woman in Green" starring Basil Rathbone, bringing happy memories to many in the audience. Tempted by Pizza and Hot Dogs, a great time was had by all.

Our Quiz and Chips evenings continued to test our teams. With delicious fish and chips provided by Mr Nippy Chippy, we regularly "played to packed houses", having occasionally to turn people away.

Thanks to Christine Cutting, we held two fairs, one in the Spring and the other in the Autumn, whilst continuing to experiment with different formats, such as the Book Fair and a Silent Auction. There is no doubt that many visitors just turned up for a gossip with a cup of tea and

a cake, but it was all part of providing enjoyment for our local people.

Pip Jenkinson once again did us proud with her Summer Concert and Strawberry Tea, and the Church Fete brought in lots of families from all over Thorpe St Andrew.

But our special event was again on honour of the Royal family, this time the Coronation of King Charles III. Over 100 people attended our Coronation Big Lunch, with Glenn from the Rivergarden providing both themed food and drink for all concerned. The Thorpe History Group exhibited artefacts from previous royal events in Thorpe. This was a great occasion with singing and entertainment once again from the Norwich Band.

Another splendid year of enjoyment was provided for the people of Thorpe St Andrew, whilst raising essential funds for our Church.

Victor Scrivens
Chair Fundraising Committee (FunCom)

THE CHURCHWARDEN'S REPORT

John looks after 'front of House' ensuring there are always people available for Sidesman Duty.

We are very grateful to Liz Martin for taking over the Sunday morning catering, and John will step in on the odd Sunday when Liz is not available.

We are very grateful to all those who regularly come to church on Saturday morning for the cleaning rota and also to all those who look after our churchyard gardens and church grounds at both churches, and to those who provide the lovely flower displays.

Andrew, as well as being Church Organist (also projectionist and organiser of our very popular Heritage Film Nights), looks after the property side with the assistance of Adam Wegg.

There are some on-going property issues at present:

The collapsed wall: the Fund a Flint Appeal is growing and we will hopefully be in a position to engage a contractor later in the year.

Church lighting: options are being explored for a more efficient lighting system and in the mean time, failed bulbs are being replaced.

The porch at The Good Shepherd: quotes are being considered.

An urgent matter of flooding coming in under the two side doors of the church had to be addressed and a new drainage channel has been installed.

The lighting in the St Andrews Centre has been upgraded to LED. The saving in electricity will eventually cover the cost of the work.

A new outside tap at the Parish Church has been installed.

Fire Risk assessments on the Parish Church, Good Shepherd and St Andrews Centre have been completed.

A new kitchen has been installed in the St Andrews Centre, largely due to Adam Wegg.

We are looking at the heating in the Parish Church in the longer term as there are no funds available at present.

We appreciate the work of the Parochial Church Council in giving consideration to all the above matters.

The wider Thorpe St Andrew Community continue to enjoy the live stream services and our events and special services.

Christmas saw a full range of well attended services and events especially the Christmas Light Switch-On.

We would like to thank our Ministry Team: Fr James, Nicole, Adam, Graham, Alan, Dominika, Henrietta and the choir and others who help out. We also thank our treasurers Julian and Paul and those who assist behind the scenes.

Andrew Hayden & John Ward
Churchwardens

TREASURERS REPORT

We would like to start, as always, in sincerely thanking the parishioners who work tirelessly behind the scenes supporting us and the Church. Margaret Hope who counts the Gift Aid envelopes, Robert Chalmers who gets every penny possible back from HMRC and Nick Olney who deals with our Insurers and Utility suppliers. Also, Ann Cox, Victor Scrivens, John Ward and Andrew Hayden who are active Financial Committee members.

We had a large insurance claim this year for repairs to the Parish Church processional cross and the Sanctuary light. This was settled by the Insurers.

It has been another difficult year for our finances due to the high cost of utilities which, hopefully,

is easing slightly and, of course, the impending repair of the collapsed wall at the Parish Church. This is scheduled to cost £115,000, and still has a way to go to reach the target. We pray that costs don't rise too much during the appeal time.

We would also like to pass on our gratitude to Melyza Friend for her input as Independent Examiner of the Church accounts. Mel was very happy with our current accounting practices and is keen to work with us in the future. Mel has a wealth of experience both in the corporate and academic world.

*Paul Green & Julian Mogford
Treasurers*

FABRIC REPORT

This year's fabric report is somewhat overshadowed by the pressing need to fund and execute the rebuilding of the retaining wall at the parish church. So far, we are about halfway towards that goal in terms of financing but it cannot be stressed too highly that if there were any further movement in what remains of the wall, due to prolonged heavy rain, for example, it could have a potentially devastating effect on the north and east sides of the church, not to mention the surrounding properties.

As mentioned in last year's report, the lighting at the parish church is showing real signs of aging and replacement parts are now very expensive and hard to source. Access for repairs is now well-nigh impossible. A revised proposal is being investigated using proprietary LED lighting units just replacing what is already there. It is hoped this will be substantially cheaper while

maintaining a comfortable, pleasing ambience and reducing our energy bills. The longevity of LED's should ensure the lamps will not need attention for many years to come.

Elsewhere, the fabric of our various buildings presents no major issues at the moment though we await the findings of the next quinquennial inspection due in 2024. Problems with flooding at the west end of the parish church have been addressed by the installation of a drain in front of the west door.

As ever, my gratitude to Fr James, Adam and my colleague John Ward for their continued support in my roles as Fabric Officer and Churchwarden.

*Andrew Hayden
Fabric Officer & Churchwarden*

Risk Assessment

The PCC continues to monitor risks and consequences. Risk assessment documents have been published by the DAC and Ecclesiastical Insurance. A Risk Log has been prepared for both church premises.

Quinquennial

The Quinquennial reports for both the Parish Church and the Church of the Good Shepherd were completed by August 2019. The next therefore will be due in 2024.

*John Ward & Andrew Hayden
Churchwardens*

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023

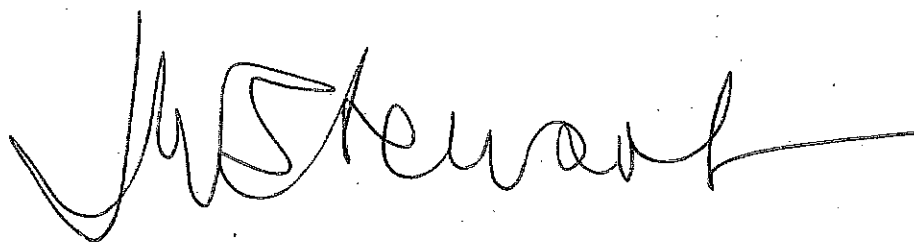
	<u>Note</u>	<u>Unrestricted Fund</u>	<u>Designated Fund</u>	<u>Restricted Fund</u>	<u>Total 2023</u>	<u>Total 2022</u>
<u>Receipts</u>						
Voluntary receipts						
Collections at Services		19,963			19,963	20,426
Planned giving	2	11,291			11,291	10,318
Other giving/voluntary receipts	2	14,529	550	5,429	20,508	9,993
Grants	2			950	950	5,150
Legacies					0	2,000
Gift Aid		7,092			7,092	7,286
Activities for generating funds	2	10,390	1,749		12,139	17,252
Investment income	2	205		572	777	976
Church activities	2	41,276			41,276	30,572
Total Receipts		<u>104,745</u>	<u>2,299</u>	<u>6,952</u>	<u>113,996</u>	<u>103,973</u>
<u>Payments</u>						
Church activities						
Parish Share		54,532			54,532	48,000
Clergy and Staffing		3,610			3,610	3,684
Church running expenses	3	21,180		514	21,694	18,291
Mission giving	3	298			298	266
Building work & repairs	3			3,793	3,793	4,172
Admin Costs	3	7,561	50		7,611	8,675
Other expenditure	3	350	1,306	3,351	5,007	410
Cost of generating funds	3	4,690	623		5,313	18,980
Total Payments		<u>92,221</u>	<u>1,979</u>	<u>7,658</u>	<u>101,858</u>	<u>102,478</u>
Receipts - Payments		12,525	320	-886	11,959	1,495
Transfers between funds		2,050	-2,050	0	0	0
Balances b/f at 1/01/2023		<u>61,679</u>	<u>11,326</u>	<u>47,557</u>	<u>120,562</u>	<u>119,067</u>
Balances c/f at 31/12/2023		<u>76,254</u>	<u>9,596</u>	<u>46,671</u>	<u>132,521</u>	<u>120,562</u>

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023 (cont)

STATEMENT OF ASSETS AND LIABILITIES

	<u>2023</u>	<u>2022</u>
Assets: Cash, bank & CBI funds		
Barclays PCC Current account	66,399	55,440
Barclays Parish Life current account	199	444
Lloyds 100 Club current account	469	1,429
	<u>67,067</u>	<u>57,314</u>
CCLA (626205001D)	56,336	55,265
CBI FI Units	10,412	10,412
	<u>133,815</u>	<u>122,990</u>
Other assets		
Income tax gift aid recoverable (note 1g)	2,425	2,500
St Andrew's centre (Church Hall) (note 1h)	106,275	106,275
Liabilities		
Creditors: Agency receipts collected but not paid	1,294	2,208

Approved by the Parochial Church Council on 26th April 2026 and signed on its behalf by:



The Revd James Stewart
Rector

Notes on the following pages form part of these accounts.

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023 (cont)

11. RESTRICTED AND DESIGNATED ACCOUNTS 2023

	01/01/2023				31/12/2023
	<u>b/fwd</u>	<u>Receipts</u>	<u>Payments</u>	<u>Transfers</u>	<u>c/fwd</u>
<u>Restricted</u>					
Bellringers fund	8,740	87			8,828
Choir fund	344	3			347
Church Flower fund	182	62	37		207
Good Shepherd special projects fund	5,923	59			5,982
Organ maintenance fund (restricted)	5,777	58	477		5,358
SAC building/equipment fund	4,028	40	3,793		275
Wall fund	8,494	5,514	3,531		10,477
Well Warmth fund	2,600	976			3,576
YR cemetery fund	11,468	665			12,133
Total restricted	<u>47,557</u>	<u>7,465</u>	<u>7,838</u>	<u>0</u>	<u>47,183</u>
Agency Fees	<u>2,208</u>	<u>292,824</u>	<u>10,539</u>		<u>2,208</u>
<u>Designated</u>					
100 Club	1,429	1,260	520	1,700	469
Organ maintenance fund (designated)	4,000				4,000
Parish Life	223	429	103	350	199
Rector's Discretionary Fund	5,452		1,306		4,146
Total designated	<u>11,105</u>	<u>1,689</u>	<u>1,929</u>	<u>2,050</u>	<u>8,815</u>

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023 (cont)

Note 2 - RECEIPTS	Unrestricted Fund	Designated Fund	Restricted Fund	Total 2023	Total 2022
<u>COLLECTIONS AT SERVICES</u>					
Sunday collections (cash)	5,000			5,000	4,305
Sunday collections - gift aided	11,432			11,432	11,166
Plate collections	1,049			1,049	2,473
Wedding & funeral collections	1,982			1,982	1,789
Yellow envelopes	500			500	692
	<u>19,963</u>			<u>19,963</u>	<u>20,426</u>
<u>PLANNED GIVING</u>					
Standing Order	4,314			4,314	4,124
Standing Order - gift aided	6,977			6,977	6,194
	<u>11,291</u>			<u>11,291</u>	<u>10,318</u>
<u>GIFT AID RECOVERED</u>					
Gift Aid Reclaim	7,092			7,092	7,286
<u>ALL OTHER GIVING/VOLUNTARY RECEIPTS</u>					
Donations + Gift Aid	12,430			12,430	7,225
Wall Boxes	353			353	428
SumUp Payments	569			569	0
Donations - Soup Lunch (incl. Harvest)	50			50	0
Donations - Burial Ground	183	550		733	1,776
Donations - Wall Fund			5,429	5,429	0
Donations - Tea & Coffee	446			446	220
Donations - Bellringers				0	0
Donations - PTG				0	0
Donations - Wedding Printing				0	0
Donations - Votive Candles	498			498	345
	<u>14,529</u>	<u>550</u>	<u>5,429</u>	<u>20,508</u>	<u>9,993</u>
<u>ACTIVITIES FOR GENERATING FUNDS</u>					
Fete (Summer and Autumn)	4,083			4,083	3,030
Sales				0	0
Other Fundraising	6,207	60		6,267	7,203
Magazine Advertising	100	429		529	5,651
100 Club subscriptions		1,260		1,260	1,368
	<u>10,390</u>	<u>1,749</u>	<u>0</u>	<u>12,139</u>	<u>17,252</u>
<u>CHURCH ACTIVITIES</u>					
Magazine subs/sales	1,044			1,044	2,340
Non-charitable trading (Hall)	20,736			20,736	15,097
Fees - Statutory	19,050			19,050	12,470
Fees - Additional	445			445	395
	<u>41,276</u>	<u>0</u>		<u>41,276</u>	<u>25,113</u>
<u>INVESTMENT INCOME</u>					
Dividends and Interest	205		572	777	976
<u>GRANT INCOME</u>					
Grants	0	0	950	950	5,150

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023 (cont)

Note 3 - PAYMENTS	Unrestricted Fund	Designated Fund	Restricted Fund	Total 2023	Total 2022
<u>CLERGY & STAFFING COSTS</u>					
Administrator Parish	550			550	600
Clergy Expenses	3,060			3,060	3,084
	<u>3,610</u>	<u>0</u>	<u>0</u>	<u>3,610</u>	<u>3,684</u>
<u>CHURCH RUNNING EXPENSES</u>					
Cleaning				0	0
Gas & Electricity	8,937			8,937	4,724
Insurance	3,256			3,256	3,107
Service Costs	1,412			1,412	1,563
Maintenance	1,544			1,544	1,563
Water	212		477	2,020	2,240
Choir/Music/Bells	470			212	125
Flowers/Sundries	220			470	891
YR Cemetery Maintenance	5,129		37	257	343
	<u>21,180</u>	<u>0</u>	<u>514</u>	<u>21,694</u>	<u>18,291</u>
<u>MISSION GIVING & DONATIONS</u>					
Charities - Home (UK)	398			398	266
Charities - Secular				0	0
	<u>298</u>	<u>0</u>	<u>0</u>	<u>398</u>	<u>266</u>
<u>BUILDING WORK & REPAIRS</u>					
Major repairs & redecorations	0	0	3,793	3,793	4,172
	<u>0</u>	<u>0</u>	<u>3,793</u>	<u>3,793</u>	<u>4,172</u>
<u>COSTS OF GENERATING FUNDS</u>					
Fund raising	76			76	0
Magazine		103		103	13,512
Hall running costs	332			332	397
Hall cleaning costs	4,177			4,177	4,525
SAC Garden	105			105	51
Prizes Awarded - 100 Club		520		520	495
	<u>4,690</u>	<u>623</u>	<u>0</u>	<u>5,315</u>	<u>18,980</u>
<u>ADMINISTRATION COSTS</u>					
Bank Charges					221
Printing	436			436	0
Stationery	1,914	50		1,963	2,365
Support Costs	5,211			5,211	6,100
	<u>7,561</u>	<u>50</u>	<u>0</u>	<u>7,610</u>	<u>8,675</u>
<u>OTHER EXPENDITURE</u>					
Mission & Evangelism costs	350			350	410
Churchyard expenses					0
Trading Costs - Property			3,531	3,531	0
Diocese Board of Finance				0	0
	<u>350</u>	<u>0</u>	<u>3,531</u>	<u>3,831</u>	<u>410</u>

AMENDED

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023

	<u>Note</u>	<u>Unrestricted</u> <u>Fund</u>	<u>Designated</u> <u>Fund</u>	<u>Restricted</u> <u>Fund</u>	<u>Total</u> <u>2023</u>	<u>Total</u> <u>2022</u>
<u>Receipts</u>						
<u>Voluntary receipts</u>						
Collections at Services	2	19,963			19,963	20,426
Planned giving	2	11,291			11,291	10,318
Gift Aid		7,092			7,092	7,286
Other giving/receipts	2	15,079		5,489	20,568	9,993
Activities for generating funds	2	10,390	1,689		12,079	17,252
Church activities		41,276			41,276	30,572
Investment income		596		476	1,071	976
Grants	2			950	950	5,150
Legacies					0	2,000
Total Receipts		<u>105,686</u>	<u>1,689</u>	<u>6,915</u>	<u>114,290</u>	<u>103,973</u>
<u>Payments</u>						
<u>Church activities</u>						
Parish Share		54,532			54,532	48,000
Clergy and Staffing	3	3,610			3,610	3,684
Church running expenses	3	21,180		514	21,694	18,291
Mission giving	3	298			298	266
Building work & repairs	3	0		3,793	3,793	4,172
Cost of generating funds	3	4,690	623		5,313	18,980
Admin Costs	3	7,610			7,610	8,675
Other expenditure	3	350	1,306	3,531	5,187	410
Total Payments		<u>92,270</u>	<u>1,929</u>	<u>7,838</u>	<u>102,037</u>	<u>102,478</u>
Receipts – Payments		13,416	-240	-923	12,253	1,495
Transfers between funds		2,050	-2,050			
Balances B/F 1/1/2023		<u>61,679</u>	<u>11,326</u>	<u>47,557</u>	<u>120,562</u>	<u>119,067</u>
Balances C/F 31/12/2023		<u>77,145</u>	<u>9,036</u>	<u>46,634</u>	<u>132,815</u>	<u>120,562</u>

AMENDED

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023 (cont)

Note - 1i. RESTRICTED AND DESIGNATED ACCOUNTS 2023

	01/01/2023				31/12/2023
<u>Restricted</u>	<u>b/fwd</u>	<u>receipts</u>	<u>payments</u>	<u>transfers</u>	<u>c/fwd</u>
Bellringers	8,740	£87			8,828
Choir	344	£3			348
Church Flower	182	£62	37		206
Good Shepherd special projects	5,923	£59			5,982
Organ maintenance (restricted)	5,777	£58	477		5,358
SAC building/equipment	4,028	£40	3,793		276
Wall	8,494	£5,514	3,531		10,478
Well Warmth	2,600	£976			3,576
YR cemetery	11,468	£115			11,583
Total restricted	<u>47,557</u>	<u>6,915</u>	<u>7,838</u>	<u>0</u>	<u>46,634</u>
 Agency Fees	 <u>£2,208</u>	 <u>£292,824</u>	 <u>£294,031</u>	 <u>£0</u>	 <u>£1,000</u>
 <u>Designated</u>					
100 Club	1,429	1,260	520	1,700	469
Organ maintenance (designated)	4,000				4,000
Rector's Discretionary	5,452		1,306		4,146
Parish Life	444	429	103	350	420
Total designated	<u>11,325</u>	<u>1,689</u>	<u>1,929</u>	<u>2,050</u>	<u>9,035</u>

AMENDED

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023 (cont)

Note 2 - RECEIPTS	Unrestricted Fund	Designated Fund	Restricted Fund	Total 2023	Total 2022
<u>COLLECTIONS AT SERVICES</u>					
Sunday collections (Cash)	5,000			5,000	4,305
Sunday collections -gift aided (ENV)	11,432			11,432	11,166
Plate collections	1,049			1,049	2,473
Wedding & funeral collections	1,982			1,982	1,789
Yellow Envelopes	500			500	692
	<u>19,963</u>	<u>0</u>	<u>0</u>	<u>19,963</u>	<u>20,426</u>
<u>PLANNED GIVING</u>					
Standing Order	4,314			4,314	4,124
Standing Order - gift aided	6,977			6,977	6,194
	<u>11,291</u>	<u>0</u>	<u>0</u>	<u>11,291</u>	<u>10,318</u>
<u>GIFT AID RECOVERED</u>					
Gift Aid Reclaim	<u>7,092</u>	<u>0</u>	<u>0</u>	<u>7,092</u>	<u>7,286</u>
<u>ALL OTHER GIVING/VOLUNTARY RECEIPTS</u>					
Donations + Gift Aid	12,980			12,980	7,225
Wall Boxes	353			353	428
SumUp Payments	569			569	0
Donations - Soup Lunch (incl. Harvest)	50			50	0
Donations - Burial Ground	183			183	1,776
Donations - Wall Fund			5,429	5,429	0
Donations - Tea & Coffee	446			446	220
Donations - Bellringers				0	0
Donations - Flowers			60	60	0
Donations - PTG				0	0
Donations - Wedding Printing				0	0
Donations - Votive Candles	498			498	345
	<u>15,079</u>	<u>0</u>	<u>5,489</u>	<u>20,568</u>	<u>9,993</u>
<u>ACTIVITIES FOR GENERATING FUNDS</u>					
Fete (Summer and Autumn)	4,083			4,083	3,030
Sales	0			0	0
Other Fundraising	6,207			6,207	7,203
Magazine Advertising	100	429		529	5,651
Subscriptions - 100 Club	0	1,260		1,260	1,368
	<u>10,390</u>	<u>1,689</u>	<u>0</u>	<u>12,079</u>	<u>17,252</u>
<u>CHURCH ACTIVITIES</u>					
Magazine subs/sales	1,044			1,044	2,340
Non-charitable trading (Hall)	20,736			20,736	15,097
Fees - Statutory	19,050			19,050	12,740
Fees - Additional	445			445	395
	<u>41,276</u>	<u>0</u>	<u>0</u>	<u>41,276</u>	<u>30,572</u>
	<u>41,276</u>	<u>0</u>	<u>0</u>	<u>41,276</u>	<u>30,572</u>
<u>INVESTMENT INCOME</u>					
Dividends and Interest	<u>596</u>	<u>0</u>	<u>476</u>	<u>1,071</u>	<u>976</u>
<u>GRANT INCOME</u>					
General			950	950	5,150
	<u>0</u>	<u>0</u>	<u>950</u>	<u>950</u>	<u>5,150</u>

AMENDED

Thorpe St. Andrew Parochial Church Council
Financial Statements for the year ended 31 December 2023 (cont)

Note 3 - PAYMENTS	Unrestricted	Designated	Restricted	Total	Total
	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	<u>2023</u>	<u>2022</u>
<u>CLERGY & STAFFING COSTS</u>					
Administrator Parish	550			550	600
Clergy Expenses	3,060			3,060	3,084
	<u>3,610</u>	<u>0</u>	<u>0</u>	<u>3,610</u>	<u>3,684</u>
<u>CHURCH RUNNING EXPENSES</u>					
Cleaning				0	0
Gas & Electricity	8,937			8,937	4,724
Insurance	3,256			3,256	3,107
Service Costs	1,412			1,412	1,563
Maintenance	1,544		477	2,020	2,240
Water	212			212	125
Choir/Music/Bells	470			470	891
Flowers/Sundries	220		37	257	343
YR Cemetery Maintenance	5,129			5,129	5,299
	<u>21,180</u>	<u>0</u>	<u>514</u>	<u>21,694</u>	<u>18,291</u>
<u>MISSION GIVING & DONATIONS</u>					
Charities - Home (UK)	298			298	266
Charities - Secular				0	0
	<u>298</u>	<u>0</u>	<u>0</u>	<u>298</u>	<u>266</u>
<u>BUILDING WORK & REPAIRS</u>					
Major repairs and redecoration	0	0	3,793	3,793	4,172
<u>COSTS OF GENERATING FUNDS</u>					
Fund raising	76			76	0
Magazine		103		103	13,512
Hall running costs	332			332	397
Hall cleaning costs	4,177			4,177	4,525
SAC Garden	105			105	51
Prizes Awarded - 100 club		520		520	495
	<u>4,690</u>	<u>623</u>	<u>0</u>	<u>5,313</u>	<u>18,980</u>
<u>ADMINISTRATION COSTS</u>					
Bank charges				0	221
Printing	436			436	0
Stationery	1,963			1,963	2,354
Support Costs	5,211			5,211	6,100
	<u>7,610</u>	<u>0</u>	<u>0</u>	<u>7,610</u>	<u>8,675</u>
<u>OTHER EXPENDITURE</u>					
Mission & Evangelism costs	350			350	410
Churchyard expenses			3,531	3,531	0
Trading Costs - Property				0	0
Diocese Board of Finance				0	0
	<u>350</u>	<u>0</u>	<u>3,531</u>	<u>3,881</u>	<u>410</u>

Thorpe St. Andrew Episcopi Parochial Church Council
Notes to the Financial Statements for the year ended 31 December 2023

1. Accounting Policies:

- 1a.** The PCC financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include accounts of church groups that owe their main affiliation to another body or those of informal groups of church members.
- 1b. PCC Funds.** The restricted funds represent donations, grants or bequests received for a specific object or invited by the PCC for a specific object. Restricted funds may only be expended on the specific object for which they were given, and any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund, and where there is no separate investment interest is apportioned to individual funds on an average balance basis. The accounts of the restricted funds appear in note 1j. The income of the Bellringers Fund consists of charges for weddings when bells are rung, and decisions over how the funds are spent are made by the current members of the Bellringing Group, not the PCC. **Unrestricted funds** are funds which are not subject to any restrictions regarding their use and can be used for PCC ordinary purposes, and are shown as the general fund. **Designated funds** are general funds set aside by the PCC for use in the future, but which remain unrestricted, and their accounts also appear in note 1i.
- 1c.** Where the PCC collects money as an agent on behalf of others which it pays over in full to those concerned e.g. diocesan fees, secular charities and wedding organist, the amounts are not included in the accounts. If all of the agency payments belonging to others have not been paid over by the end of the year, the balance owing is held temporarily in the PCC's bank account and recognized as agency creditors. Conversely, if agency payments have been paid over to others but not collected by the PCC at the end of the year, the balance paid in advance is shown as agency debtors. The Bellringing Group has chosen to leave its money invested in PCC accounts and the balance is shown as a restricted fund rather than as agency creditor.
- 1d. Statement of Assets and Liabilities.** Consecrated and beneficed property is excluded from the accounts by s.(10)(2)(a) and (c) of the Charities Act 2011. No value is placed on moveable church furnishings held by churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.
- 1e. Rounding.** All figures including totals have been rounded off to the nearest pound. In the rounded form, some totals may not agree exactly with the sum of the individual rounded figures.
- 1f. CBF Fixed Interest Securities Fund.** The PCC owns units in this Central Board of Finance Fixed Interest Fund which have been shown valued at cost. The market value was £8,973 at 31 December 2023.
- 1g. Income tax recoverable.** The PCC has claimed for refunds on 2023 gift aid donations and the refund for the last quarter of £2,425 was still outstanding at 31 December 2023.
- 1h. St. Andrew's Centre (Church Hall).** The Centre is shown at cost (January 1996).

Thorpe St. Andrew Episcopi Parochial Church Council

Notes to the Financial Statements for the year ended 31 December 2023

1. Accounting Policies:

1a. The PCC financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include accounts of the church groups that owe their main affiliation to another body or those of informal groups of church members.

1b. PCC Funds. The restricted fund represents donations, grants or bequests received for a specific object or invited by the PCC for a specific object. Restricted funds may only be expended on the specific object for which they were given, and any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund, and where there is no separate investment interest is apportioned to individual funds on an average balance basis. The accounts of the restricted funds appear in note 1j. the income of the Bellringers Fund consists of charges for weddings when bells are rung, and decisions over how the funds are spent are made by the current members of the Bellringing Group, not the PCC. Unrestricted funds are funds which are not subject to any restrictions regarding their use and can be used for PCC ordinary purposes and are shown as the general fund. Designated funds are general funds set aside by the PCC for use in the future, but which remain unrestricted, and their accounts also appear in note 1i.

1c. Where the PCC collects money as an agent on behalf of others which it pays over in full to those concerned e.g. diocesan fees, secular charities and wedding organist, the amounts are not included in the accounts. If all the agency payments belonging to others have not been paid over by the end of the year, the balance owing is held temporarily in the PCC's bank account and recognised as agency creditors. Conversely, if agency payments have been paid over to others but not collected by the PCC at the end of the year, the balance paid in advance is shown as agency debtors. THE Bellringing Group has chosen to leave its money invested in PCC accounts and the balance is shown as a restricted fund rather than an agency creditor.

1d. Statement of Assets and Liabilities. Consecrated and beneficed property is excluded from the accounts by s.(10)(2)(a) and (c) of the Charities Act 2011. No value is placed on moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC this to be inalienable property.

1e. Rounding. All figures including totals have been rounded off to the nearest pound. In the rounded form, some totals may not agree exactly with the sum of the individual rounded figures.

1f. CBF Fixed Interest Securities Fund. The PCC owns units in this Central Board of Finance Fixed Interest Fund which have been shown valued at cost. The market value was £8,973 as at 31 December 2023.

1g. Income tax recoverable. The PCC has claimed refunds for 2023 gift aid donations and the refund for the last quarter of £2,425 was still outstanding on 31 December 2023.

1h. St. Andrew's Centre (Church Hall). The Centre is shown at cost (January 1996).

1i. Balances. Errors have been found in the Financial Statements for the year ending 31 December 2023.

Independent Examiner's Report to the Trustees of the Parochial Church Council of Thorpe St Andrew Episcopi

I report on the accounts for the year ended 31 December 2023, which are set out on the preceding pages.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the account. 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 Commissioners under section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Report

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 the records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the trustees concerning any such matters. The procedure undertaken does not provide all the evidence that would be required in a full audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

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 of the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act 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.
3. I would like to draw attention to the Agency Fee figure which is very high both as a receipt and payment, this was due to an error from Broadland District Council of a receipt of £275,327 which was sent to the church account rather than the Town Council, this was returned immediately and Broadland informed of the error.

Melyza Friend
20 Blakestone Drive
Norwich NR7 0LF

Date: 7/4/2024