

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST BOTOLPH'S, LONGTHORPE

England & Wales · Charity number 1131670

Details

Other names	ST BOTOLPH'S PCC, LONGTHORPE, PETERBOROUGH
Status	Registered
Legal form	Previously excepted
Registered	2009-09-16
Register	View on the Charity Commission register

Contact

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Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Promoting in the ecclesiastical parish of St Botolph Longthorpe the whole mission of the Church - pastoral, evangelistic, social and ecumenical

Classification

- **How:** Makes Grants To Organisations, Provides Other Finance, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Peterborough City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£140,979	£143,604	-	-
2023-12-31	£141,103	£147,993	-	-
2022-12-31	£197,324	£325,567	-	-
2021-12-31	£268,540	£264,363	-	-
2020-12-31	£138,097	£126,622	-	-

Trustees

Name	Role	Appointed
REV JACKIE BULLEN	Chair	2017-04-01
Barbara King		2025-04-06
CORINNE ANGELA HARWOOD CRAYMER		2013-04-30
Caroline Mary Worth		2025-04-06
DAPHNE MAIR		2017-04-25
EDWINA MILLER		2016-05-23
Elizabeth Medlock		2021-05-27
JACQUELINE LUCIA LAST		2022-05-24
JONATHAN GEOFFREY CRAYMER		2017-05-17
Judith Willis		2023-05-11
Julie Ann Tate		2021-05-27
MR CHRIS WREN		2015-04-21
Mark Andrew Willis		2023-05-11
Michael John Taylor		2024-03-17
Patricia Ann Green		2025-04-06
Patricia Gordon Ferguson Sampson		2024-03-17
Robert William Noyes		2021-05-27
Saji Dominic		2022-05-24
Stephen Rotondo		2023-05-11
Suzie Anne Robinson		2023-11-30
Timothy Bruce Ellingham		2019-04-11
YVETTE VALERIE MAGRI		2014-04-29

Accounts

St Botolph's, Longthorpe

Report from The Parochial Church Council on the activities at St Botolph's in the year 2024

INTRODUCTION

St Botolph's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Jackie Bullen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

The PCC is committed to enabling as many people as possible to worship at St Botolph's and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the commitment we have made to being a church which is open and welcoming to all people.

We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people in the community and parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of St Botolph's and monitor and review the finances over which we exercise stewardship.

We are excited to report that 2024 has seen growth in numbers of people attending church events, a more varied programme of social events which have been possible due to the flexible space we now have in the building and teamwork of members of the church. We continue to look forward with hope and faith.

WORSHIP

Worship Committee:

The aim of the Worship Committee is to consider all aspects of our Worship at St Botolph's and to innovate, plan, review and suggest improvements or changes throughout the year. This past year has seen worship patterns evolve and we continue to look at new ways of offering:

In Church services -- the normal pattern of worship (i.e. three Sunday services, Midweek Eucharist on Wednesday, and Thursday morning and a service of the word for people of all ages on the third Sunday of each month at 11am.

Opening the church building – The building has been opened for Private Prayer every day and kept clean by a team of volunteers.

Virtual worship – This has been offered on an Ad-hoc basis for those who are unable to attend worship and have been posted on the church's Facebook page and YouTube (Longthorpe Church).

Morning Prayer on Monday-Saturday continues to be celebrated via Zoom.

CHILDREN AND YOUNG PEOPLE

Sunday Family Worship

This year we have been continuing with our family sessions in the cloister at the 9.30 services and with our Families Together services at 11am on the 3rd Sunday. The sessions are led by one of the three children's ministers and supported by a team of three more people by rota.

In our planning we have been moving away from the Roots worship material (which often was not using the Gospel reading of the day as its centre) and are now using a variety of online and personal resources. Our sessions are always referenced to the Gospel reading of the week as set out in the Common Worship Lectionary.

Each week we use the same structure of opening prayer, confession and creed followed by an activity and discussion based on the reading following a similar pattern to the worship in the main church congregation. Attendance figures at the 9.30 sessions continues to be mixed and it is now not unusual to have only one child or no children at all. It is a subject that has been very much in our minds at meetings as we consider how best to support families moving forward.

Our 11am services have had a gradual increase in numbers but is also mixed, often including families who are not regulars at the 9.30 services but who may be involved with Buggy Buddies or Baptisms. The 11am services are usually supported with music from Jonathan and the Ukelele band, which adds to the atmosphere and enjoyment as well as the numbers.

Special Services and events:

We held our Christingle Service (which raises funds for The Children's Society) in our December 11am service slot and the service was reasonably well attended with a mixture of families present, including many who do not normally come to the 9.30 service.

Our Crib services went ahead at 3pm and 4.30 on Christmas Eve with a different approach to previous years. The 3pm service was busy with many young children dressing up and getting involved in our 'nativity from scratch' format. The 4.30pm service was changed to appeal to a wide age range but with more emphasis on reaching older children and adults and was led by Julie Tate. We will continue to review what we offer on these services to ensure it is appropriate for the current congregation and community.

This year we also held two Crafternoon events for our families. Both were very well attended by a wide age range and feedback was really positive. These sessions were not intended to be services in any way and are more of an outreach opportunity to bring more families into the church in a relaxed setting. The new church layout has really helped to make this possible. The events raised funds for either the church or ACACIA.

We really appreciate the dedication and commitment from the teams involved, without whom these services and events would not be possible (this includes great support from the MEET team providing refreshments at the Crafternoons). As we go into 2025 we have at least 2 of our team who plan to step down in the coming months and minimal contingency for sickness or other absence. We continue to discuss and to pray for our Families provision.

Baptisms, First Communion and Confirmation:

First Communion in 2024 – **two young people were admitted to receive Holy Communion.**

The Christening Team continued to support the Vicar in preparing families for baptisms and offering friendship and welcome. **Seven young people and one adult were baptised in 2024.** It is a privilege to walk this journey with them and their families.

Botolph's Buggy Buddies:

Buggy Buddies has gone from strength to strength this year under the leadership of Natalie and Sarah. Children come along with adult carers (parents, grandparents, or childminders) and have a time of free play, crafts, and finish with story and song. There is a theme for each half term linked to a Bible story and we finish each session with our Buggy Buddies' prayer and goodbye song. The volunteer leaders and helpers work hard to provide a safe and friendly environment for everyone.

FAITH DEVELOPMENT

The committee continued to seek to offer opportunities for members of the congregation to grow in faith.

Lent: A Quiet Day for the beginning of Lent was held at Sutton Church. The Dean of Peterborough, Chris Dalliston, led the day extremely well using paintings from Sister Wendy Beckett's book 'The Art of Lent'. This book also formed the basis of a Lent course, with a session on Monday mornings at St Andrew's Church and a repeated session on Wednesday evenings at St Botolph's. This was very well attended and it was good to have the crossover with St Andrew's. Lent Cloister Lunches took place each Wednesday consisting of soup, bread and fruit, ending with a Thought for the Day. These were well attended and much valued.

Learning Together: Two Pilgrim courses were offered during the year, The Lord's Prayer beginning in April and The Commandments in September. Those who had attended the Alpha course in 2023 were encouraged to attend, as well as other members of the congregation. The courses were enjoyed by lively group with plenty of talking and sharing together.

Advent: A Compline service was held in church each Wednesday in Advent. It was also live streamed to accommodate those not wishing to go out on dark evenings.

Launde Abbey: Efforts were made to introduce members of the congregation to the Diocesan Retreat House at Launde. It is a great resource which many have never experienced. Pat Hemsley arranged an afternoon visit in August which was attended by 19 people. She also organised a Quiet Day in October, which was led extremely well by one of the Chaplains. Eleven people went and greatly valued it.

The Library: Julie Tate has continued to take care of the Library. She displays appropriate books through the seasons of the year to encourage readers, but its situation in the church does not encourage browsing. Some books are put in the Swap Box and borrowed from there.

Home Groups: The two remaining Home Group continued to meet for much of the year, offering mutual support, fellowship and encouragement, but Barbara Howitt's group stopped meeting when she moved away. Opportunities to start a new group are being explored.

Reflective Film Evenings: Corinne Craymer hosted a number of evenings based on the film 'The Way' which were enjoyed by those participating.

CURSILLO

Monthly online group reunions have taken place during 2024 for participants throughout the Peterborough diocese. Group reunions have also taken place in St Botolph's where all members of the church who are interested in Cursillo are invited to attend. In May 2024 the 16th Peterborough Cursillo weekend was held at Launde Abbey where one member of St Botolph's attended.

PASTORAL CARE

Visiting the sick and housebound

There have been many members of the congregation requiring support through times of illness and we are grateful to all church members who continue to call on or telephone those who live alone or are sick or housebound. Members of the congregation who have found themselves in hospital will have been surprised by a visit from Liz Medlock on a Friday morning and we have strong links with the chaplaincy dept at PCH.

If you cannot get to church, please let the Lay Pastoral Ministers Eddie Miller and Judith Willis know that you would like a home visit.

Home communion is an important part of linking the worshipping community to those unable to get to a church service. There are five members of the team who take home communion usually offering this once a month.

Thorpe Wood Care Home

The outreach continues to our local Thorpe Wood Care Home where a service for the residents and staff is taken monthly, averaging 20 communicants each time. This is a valuable link and we were so pleased to see the residents, carers and staff come to their Christmas Carol service in church, followed by tea and cake. The Home also took part in the Christmas decorated window display.

The **Swap Box** continues to be a much-used resource for the local community, thanks to Jackie Last for maintaining this. The puzzles are also much in demand. There is now also a box for children's books.

Coffee and Chat and **Games Afternoons** are much enjoyed by those taking part and continue to be a time for socialising and being together in a warm friendly place.

Cloister Lunches have been joyous occasions throughout the year enjoyed by many. During 2024 we have had additional helpers cooking, serving and washing up. Thank you to all those who have done so, and we pray that others will come and join in. Our limited kitchen capacity means that hot meals are cooked at home and transported to hot trolleys in the Vestry area. New regulations to meet food safety standards have been introduced, this includes completing a short form listing the ingredients in the dish, alerting consumers with dietary restrictions to any allergens.

Buggy Buddies It is great to have a dedicated team of volunteers led by Sarah and Natalie. Parents and Grandparents come with babies and young children, and it is a joy to see them taking part in the crafts, play and singing, and also coming to church services and community occasions.

SAFEGUARDING

'St Botolph's Church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all volunteers to share this commitment.'

Those holding roles where safeguarding training is required have either completed it if new to role or updated it. This includes Foundations and Leadership pathways.

DBS checks have continued to be updated where required. DBS checks and safeguarding training both need renewing after three years. The Domestic Violence Awareness training has now been completed by all those in leadership positions. As Parish Safeguarding Officer I updated my safer recruitment training.

The online safeguarding dashboard continues to be updated and automatically submitted to the Diocese. The PCC continues to have safeguarding as a standing item on the agenda at every meeting which helps to ensure its profile in St Botolph's remains high. The PCC have adopted and renewed all policies required.

All those who have been appointed to new posts within the Church have been recruited following safer recruitment procedures.

Bereavement Support:

The first contact with bereaved families is by the Vicar. Rev'd Jackie passes on their contact details to a member of the Pastoral Team for follow up when appropriate. This important ministry has continued during the year.

Marriage Preparation:

As most of our marriage couples do not live locally, marriage preparation is undertaken by the vicar on a one-to-one basis. Ongoing contact with couples is kept by the sending of anniversary cards by Mothers' Union, sending the Easter, Harvest and Christmas Cards to them and offering them the opportunity to receive the daily emails sent out by the church.

MINISTRY

The church's regular pattern of worship has continued with three services each Sunday and midweek services of Holy Communion on Wednesdays and Thursdays with additional services at the festivals. On the third Sunday of the month at 11am there is an All-age service of the word.

Saji Dominic has joined the team. He is training for ordained ministry spending 2 days each week at Ridley Hall in Cambridge. He is part of the serving team and taking on more roles as appropriate.

Mark Willis is licensed to the parish as a Reader.

Eddie Miller continues to develop her ministry as Lay Pastoral Minister and chair of the Pastoral Team. She continues to support the people of the church, the wider community and parish.

Judith Willis is licensed to the parish as a Lay Pastoral Minister and offers ministry in conjunction with the Pastoral Team.

Corinne Craymer continues to exercise ministry as a Lay Worship Leader and training as a Reader.

Julie Tate completed the Lay Worship Leader course and is now licensed to the role. .

Pat Hemsley and Pat Hope-Jones and all those named above support the worship in church as members of the serving team and offer reflections during services from time to time.

The Ministry Leadership Team which also includes the Churchwardens and Ann Green, Sacristan, meet and pray regularly. They continue to be committed to working together with the common aim of using their God-given gifts for the benefit of the church and the wider community. They hope to do this by constantly and consistently monitoring and evaluating the Church's ministry and making plans for the future which will help to achieve the aims and objectives of the PCC. They continue to support one another in prayer and practical ways.

The Rev'd Ray Hemingray and Rev'd Canon Grant Brockhouse have also provided cover for services.

OUTREACH

Mission and Evangelism / Events (MEET)

We continued to try and reach out to the local community this year. Our marketing and advertising improved, really helped by John Davis' great posters and flyers, targeted use of social media and ensuring we got as much as possible onto our seasonal cards delivered to all households in the parish.

The Dog Show, with Afternoon Teas in May was particularly successful. Very different but great fun. Particular thanks for her expertise with this must go to Laura Clark

We held three successful concerts. Singers of Note in July, Frumenty Folk in October and Wandering Minstrels in November, all of which were well attended.

A new initiative was the advent of two 'Crafternoons', for Mother's Day and Christmas, organised by Alison Sampson. We are very grateful for her creativity here. We also held our first Tabletop Sale in October which could have been better attended but we feel it is worth repeating.

We hosted both Oundle and Peterborough History Groups for talks, ably given by Jane Hogg, and provided refreshments, which were very well received.

Another new event was our Produce Show which accompanied our annual Scarecrow Trail. This produced some good interest and lessons were learnt.

All of the above raised well over £3,000 for church funds, which is very helpful. However we feel that the other benefit has been to continue to raise the profile of the church, so that the local community see it as 'their' church. We have also had some people beginning to attend services because of attending an event.

We also had theatre trips this year, to Toilethorpe to see 'Sense and Sensibility' in July and to the Key to see 'Les Miserables' and the Pantomime, 'Snow White'. Zoom quizzes continued every month but have now come to an end.

We also got together as a congregation on three occasions - at the Parish Picnic in August, the Harvest Supper in September, where we discovered that Longthorpe really does have talent, and a Bring and Share Lunch at New Year.

Christmas saw our windows full of trees decorated by groups both from within the church and community groups. Thorpe Wood Care Home residents, families and staff really enjoyed their Christmas service and afternoon tea with us. 'Carols on the Green' ended up being Not on the Green but rather in church and was a great success, which gave us food for thought.

All of this involves quite a lot of hard work by a fairly small team, so we are grateful to those of you who help us out on occasion, especially serving refreshments and making cakes. Every little helps! More support would be very welcome!

COMMUNICATIONS

Daily Mailings

The Daily Mailings continue to be mailed out every day and are much appreciated. Pat Hope-Jones has continued to do the bulk of the work and we thank her very much for this.

Social Media

We continue to use Facebook (mostly posts by Jackie Bullen and Julie Tate) and X (Bob Noyes) to advertise church events.

Website

Ray Hemingray continues to maintain the website meticulously. Sermons are now once again being published weekly. We recently agreed on a separate tab for History. Jane Hogg has produced a spreadsheet of all the burials and interments in the graveyard indicating their location. Phil Hemsley made a plan to accompany the list. This item has been put under the new History tab alongside the church history and the previous compilations of parishioners' memories of World Wars One and Two.

Signage and posters

John Davis continues to keep all the notice boards up to date and fresh as one of our most important ways of communicating. Other local events are advertised as well as our own events and our core message.

Seasonal cards

The seasonal card calendar is working well. Ethel Blenman has handed over the role of organising the sorting of cards into rounds to Suzie Robinson. Many thanks to both of them for their hard work. We have reverted to the pre-pandemic system of leaving the seasonal cards in church for out-of-parish church members to collect.

The cards continue to attract non-church-members to church events.

Heritage

In 2024 we joined forces with the Nene Park Trust a few times. Representatives from the Trust organised visits to Longthorpe Tower while we gave talks on the church history and provided afternoon tea.

Archiving is virtually complete with sorted items now stored above the sacristy.

Christian Aid Week 12th – 18th May 2024

Christian Aid Week marks the annual fund-raising effort for the charity which works with partner organisations in some of the poorest communities in the world. Christian Aid works with those of all faiths and none, aiming to tackle both the effects of poverty and its root causes.

The focus for fund-raising this year was the establishment of village savings and loans associations (VSLA) in Burundi. These enable people to become more self-sufficient by setting up small businesses. Christian Aid used the example of a woman, Aline, whose marriage ended in abuse and violence. She was separated from her six children and was forced to live on the streets for a time. However, through a VSLA set up with Christian Aid's help, she was able to start a small business growing and selling avocados and peanuts. She now has some of her children living with her on her own plot of land and is able to provide for her family.

Once again, a 'delivery only' collection was held during Christian Aid Week, with around thirty volunteers delivering envelopes to the 1,300 households in the parish. Mohammad Arif kindly allowed Longthorpe Post Office to be used as the collection point for the envelopes, and a grand total of £1,271.45 was raised, including £194.38 Gift Aid. The amount raised nationally was £5.5 million.

For a second time, Peterborough Christian Aid committee organised a small carol singing event in December to raise additional funds and to publicise the charity. A group of committee members and friends sang carols at the Bretton Centre, accompanied by accordionist, Norman Octon, and a bucket collection raised £72.84.

Many thanks are due to all those who supported these events, to Mohammad Arif, and to Alison Sampson and Yvette Magri who counted and banked the proceeds of Christian Aid Week.

SUPPORT

Church Fabric, Ornaments and Churchyard

2024 seems to have flown by, with COVID a distant memory. The Churchwardens have been supported fabulously by Vince, Chris and Brian plus a long list of others. It seems to us that attendance continues to increase to a level comparable to pre COVID. During 2024 Jackie had a 3-month Sabbatical and it became clear to the Wardens that the Vicar doesn't just turn up on a Sunday! Thank you to all the Ministry Leadership Team and the visiting Clergy who ensured that we continued to worship while Jackie was away. A special thanks goes out to Grant Brockhouse!

The team continued to deliver the benefits that 'Our Project' planned to deliver in terms of a flexible space which could deliver to congregation and the wider community. We have tweaked how we set up for worship and social events. The set-up process seems to have streamlined which results in a shorter preparation and recovery time. Weather forced a change to Carols on the Green which resulted in Carols Not on the Green but in Church. The event became the largest in church attendance and although the team ensured a safe event we have reflected on the Lessons Learnt and will set up for a +200 attendance for this event in 2025.

The Fabric Committee continues to keep in touch and maintain oversight of the fabric of the church and the churchyard. The committee have maintained the church building and churchyard throughout the year by painting all the furniture in the church yard, painting manhole covers with non-slip paint, adding in an override switch to the heating system, clearing/repairing drainage gullies, replacing halogen/fluorescent lights with LED lights. They also modified the Christmas tree insertion post and moved the position of the spotlight above the organ. The committee wish to highlight the fantastic work completed by the churchyard grass cutting team who quietly ensure that the churchyard is always presentable – thank you!

The quinquennial inspection request has been sent for an inspection in July 2025.

Health and safety inspections within and outside the church have been ongoing. An annual electrical/PAT testing inspection was completed. The church yard lighting has been reprogrammed to ensure the yard is lit between 1600-2200hrs.

As decreed by Canon Law of the Church of England, an inventory check of ornaments and silverware, vestments and furniture belonging to St Botolph's, together with the Logbook was completed - all items were accounted for.

Our thanks go to the Fabric Committee and to the many volunteers for all the physical and practical work that has been done throughout the year. They keep the church and churchyard in such good order, ensuring that we have a safe and comfortable environment in which to hold our church services and other activities.

During the coming year 2025 your churchwardens will continue to support Jackie, trying to improve how we do business and the next Quinquennial inspection.

Bob Noyes & Yvette Magri (Churchwardens)

FINANCIAL REVIEW

Income

The total income for 2024 was £140,979 compared to £141,103 in 2023. This is a decrease of £124.

Our income from those that give regularly through Standing Order, or the envelope scheme decreased in 2024 compared to 2023. We are grateful to all those who give regularly to the Church, this generosity allows us to achieve so much as a church. There was no Stewardship Review during the year, but financial matters were discussed and mentioned when appropriate throughout the year. We were hopeful that the level of regular committed giving would increase to provide enough for the church to be a presence as the Church of England in Longthorpe and join with God's mission to His world. Although the regular giving from some long standing members of the church ceased during the year due to them leaving the area or dying, some newer members of the church started to give regularly and others increased the level of their donations.

As in previous years, Gift Aid is a vital part of our income being £22,136 in 2024. Our income in 2024 was strengthened by the various concerts, events and fundraisers that were organised. This is a result of being able to use the building in creative and different ways. We hope that we continue to expand our outreach using the Church building in 2025.

Expenditure

Our expenditure decreased from £147,993 in 2023 to £143,604 in 2024, a reduction of £4,389. No major capital projects were undertaken in 2024.

As many of us will have noticed at home, our utility bills have seen significant recent increases. As a Church we strive to minimise our running costs, this includes securing the best rates for our utility bills and consumables.

Deficit

The deficit of income over expenditure for 2024 was £2,625 (our expenditure exceeded our income). We cannot lose focus of our financial situation. We hope that by making the people of St Botolph's and the parish aware of the financial situation of the church we can encourage people to be generous in their giving. We will continue to make savings where possible in our expenditure.

Reserves Policy

The Finance Team and the PCC have agreed a reserves policy in line with the recommendations of Peterborough Diocese.

Legacies Policy

The Legacies Policy has been adopted in line with the guidance received from the Church of England.

ADMINISTRATIVE INFORMATION

St Botolph's Church is situated in Thorpe Road, Longthorpe, Peterborough. It lies within the Deanery of Peterborough, in the Diocese of Peterborough.

Correspondence is addressed to:

The Rev'd Jackie Bullen, 315 Thorpe Road, Peterborough PE3 6LU. (e-mail: jacqbullen@aol.com)

The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Botolph, Longthorpe is a charity registered with the Charity Commission, number 1131670. The charity's trustees are the members of the PCC.

PCC members who have served from 1 January 2024 to the date this report was approved are listed in Appendix 1, together with details of the PCC's bankers and independent examiner. A statement of Trustees' responsibilities is at Appendix 3.

STRUCTURE, MANAGEMENT AND GOVERNANCE

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956. The appointment of PCC members is governed by and set out in the Church Representation Rules. These rules provide that certain persons are ex officio members of the PCC: the Vicar, the Churchwardens, the elected representatives on Peterborough Deanery Synod and such other members of the Deanery and/or Diocesan Synod who are on the Church Electoral Roll. The rules also provide that there be a number of elected representatives of the laity on the PCC, who shall hold office from the conclusion of the annual meeting (APCM) at which they were elected to the conclusion of the third APCM thereafter.

In addition –

the APM on 27th May 2021 resolved that section 3 of the Churchwardens measure 2001 shall not apply in relation to the parish of Longthorpe.

the APCM on 20 April 2010 resolved that Readers had the right to be appointed to the PCC if they wished;

the APCM on 29 April 2008 resolved that the number of elected representatives of the laity on the PCC be 9;

the APCM on 24 April 2007 resolved that no elected representative of the laity may hold office for more than six years continuously after the date of the APCM at which he/she was elected.

Appendix 1: Details of PCC Members, Electoral Roll and Safeguarding Officers, Bankers and Independent Examiner

PCC members who have served from 17th March 2024 until the date this report was approved are:

Vicar	The Rev'd Jackie Bullen (Chairman)
Reader	Mark Willis
Lay Pastoral Ministers	Edwina Miller, Judith Willis
Churchwardens	Robert Noyes (Vice Chairman), Yvette Magri
Elected representatives on Peterborough Deanery Synod	Corinne Craymer, Jonathan Craymer, Saji Dominic, Daphne Mair, Liz Medlock
Elected at APCM 2024	Edwina Miller, Patricia Sampson, Michael Taylor (to retire 2027)
Elected at APCM 2023	Stephen Rotondo, Julie Tate, Christopher Wren (to retire 2026)
Elected at APCM 2022	Tim Ellingham, Michael Sampson, Jackie Last (to retire 2025)
PCC Treasurer	Tim Ellingham
PCC Secretary	Suzie Robinson from APCM until Stephen Rotondo elected 3 rd October 2024
Safeguarding Officer	Claire Drake
Electoral Roll Officer	Daphne Mair
Bankers	Barclays Bank plc, PO Box 294, 1 Church Street, Peterborough PE11EZ
Independent Examiner	Azets, Westpoint, Lynch Wood, Peterborough, Cambridgeshire, PE2 6FZ.

Appendix 2: Membership of PCC Committees

PCC committees

As required under the Church Representation Rules, the PCC has a Standing Committee, which has the power to transact the business of the PCC between meetings. The Vicar and Churchwardens are ex officio members of the Standing Committee.

In addition the PCC has established eight committees to conduct identified areas of business. Each has its own terms of reference. The Vicar is an ex officio member of every PCC Committee. The Committees report regularly to the PCC. At 31st December 2024 the membership of each Committee was as below:

- Standing Committee:** The Rev'd Jackie Bullen (Chair), Bob Noyes (Churchwarden), Yvette Magri (Churchwarden), Tim Ellingham (Treasurer), Stephen Rotondo (Secretary), Jonathan Craymer, Ann Green
- Worship Committee:** The Rev'd Jackie Bullen (Chair), Corinne Craymer, Jonathan Craymer, John Davis, Anne Davis, Ann Green, Pat Hemsley, Pat Hope-Jones, Barbara King, Alison Sampson, Mike Sampson, Julie Tate, Linda Verdegem, Mark Willis, Chris Wren.
- Faith Development Committee** Pat Hope-Jones (Chair) the Rev'd Jackie Bullen, Corinne Craymer, Pat Hemsley, Yvette Magri, Liz Medlock, Marjorie Peck, Julie Tate, Judith Willis, Mark Willis.
- Mission/Evangelism Events Committee:** Julie Tate (Chair), the Rev'd Jackie Bullen, Anne Davis, John Davis, Jackie Last, Liz Medlock, Eddie Miller, Jane Pawley, Mike Sampson, Michael Taylor, Chris Wren.
- Fabric Committee:** Bob Noyes (Chair), The Rev'd Jackie Bullen, Chris Wren, Vince Magri.
- Finance Committee:** The Rev'd Jackie Bullen (Chair), Tim Ellingham (Treasurer), Alan Eldred (Gift Aid Secretary), Bob Noyes, Stephen Rotondo.
- Pastoral Committee:** Eddie Miller (Lay Pastoral Minister) (Chair), the Rev'd Jackie Bullen, Liz Eldred, Ann Green, Phil Hemsley, Jackie Last, Liz Medlock, Suzie Robinson, Judith Willis (Lay Pastoral Minister), Chris Wren.
- Communications Committee:** Jane Hogg (Chair), the Rev'd Jackie Bullen, Steve Collins, John Davis, Pat Hope-Jones, Jackie Last, Daphne Mair, Suzie Robinson.

Appendix 3: Statement of Trustees' Responsibility

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

The law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

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PAROCHIAL CHURCH COUNCIL OF ST BOLOTPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

I report to the members of the PC on my examination of the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2024.

Responsibilities and basis of report

As the members of the PCC you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and to be found in the Church guidance, 2006 edition.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.



M A Jackson FCA DChA
Azets Audit Services Limited
Chartered Accountants

Date: 9.6.2025

Westpoint
Lynch Wood
Peterborough
PE2 6FZ

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2024

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	117,415	-	7,206	124,621	127,619
Activities for generating funds	2(b)	6,558	-	-	6,558	4,760
Income from church activities	2(c)	8,615	-	-	8,615	7,989
Income from investments	2(d)	1,185	-	-	1,185	735
TOTAL INCOME		133,773	-	7,206	140,979	141,103
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	2,089	-	-	2,089	2,413
Church activities	3(b)	120,492	11,490	7,773	139,755	139,645
Governance costs	3(c)	1,260	-	-	1,260	1,140
Major capital expenditure	3(d)	500	-	-	500	4,795
TOTAL RESOURCES EXPENDED		124,341	11,490	7,773	143,604	147,993
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		9,432	(11,490)	(567)	(2,625)	(6,890)
Transfers between funds		(12,000)	10,350	1,650	-	-
NET MOVEMENT IN FUNDS		(2,568)	(1,140)	1,083	(2,625)	(6,890)
Balances brought forward at 1 January	9	33,782	7,843	5,342	46,967	53,857
Balances carried forward at 31 December		31,214	6,703	6,425	44,342	46,967

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
		-	-
CURRENT ASSETS			
Debtors and prepayments	6	6,017	7,047
Short term deposits		22,536	21,400
Cash in hand and at bank		17,832	18,520
		46,385	46,967
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	(2,043)	-
		(2,043)	-
NET CURRENT ASSETS		44,342	46,967
TOTAL NET ASSETS	8	44,342	46,967
CHURCH FUNDS			
Unrestricted funds:			
General Fund		31,214	33,782
Designated funds:			
Charities Fund	10	6,703	7,843
		6,703	7,843
Restricted funds:			
Children's Work Fund	11	5,000	5,000
External Fund	12	-	-
Lent/Advent Appeals Fund	13	1,425	342
Our Project Fund	14	-	-
		6,425	5,342
TOTAL CHURCH FUNDS		44,342	46,967

Approved by the Parochial Church Council on 6/14/2025 and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

S Rotondo, PCC Secretary

J Bullen
T Ellingham
S Rotondo

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

2 INCOMING RESOURCES (£)					
	Unrestricted funds	Designated funds	Restricted funds	Total 2024	Total 2023
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	81,033	-		81,033	75,692
envelopes and other	3,521	-	-	3,521	3,535
	84,554	-	-	84,554	79,227
Planned giving, ineligible for Gift Aid:					
standing orders	1,128	-	-	1,128	1,375
	1,128	-	-	1,128	1,375
Collections at services:					
by Gift Aid		-	-	-	685
not by Gift Aid	2,248	-		2,248	1,350
For third parties, not Gift Aid	-	-	3,429	3,429	4,203
	2,248	-	3,429	5,677	6,238
Donations and all other giving:					
Once-off donations by Gift Aid	5,925	-	3,777	9,702	11,341
Wall safe	302	-	-	302	450
Sundry other donations , not by GA	665	-		665	665
	6,892	-	3,777	10,669	12,456
Gift Aid recoverable from HMRC:					
on planned giving	21,662	-		21,662	21,193
on small donations by GASDS	474	-	-	474	1,593
	22,136	-	-	22,136	22,786
Other voluntary income:					
Grants	-	-	-	-	4,852
VAT rebate	457	-	-	457	685
	457	-	-	457	5,537
Voluntary incoming resources: total	117,415	-	7,206	124,621	127,619
2(b) Activities for generating funds					
Use of church premises	1,405	-	-	1,405	575
Fund raising	5,153	-	-	5,153	4,185
Fund-generating activities: total	6,558	-	-	6,558	4,760
2(c) Income from church activities					
Fees (for funerals, weddings etc)	6,634	-	-	6,634	5,421
Breakfast, lunches and Harvest meal	491	-	-	491	996
Sales of books	347	-	-	347	336
Quiet Day, Parish Retreat participants	730	-	-	730	-
Other income	413	-	-	413	1,236
Income from church activities: total	8,615	-	-	8,615	7,989
2(d) Income from investments					
Interest	1,185	-	-	1,185	735
Investment income: total	1,185	-	-	1,185	735
Total incoming resources	133,773	-	7,206	140,979	141,103

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

3 RESOURCES EXPENDED (£)				2024	2023		
	Unrestricted funds	Designated funds	Restricted funds	Total Funds	Total Funds		
3(a) Costs of generating voluntary income							
Stewardship expenses, etc	2,089	-	-	2,089	2,413		
	2,089	-	-	2,089	2,413		
3(b) Church activities							
Charitable donations	-	11,490	7,773	19,263	17,473		
Ministry:							
Parish Share and Deanery quota	83,423	-	-	83,423	84,192		
Parish priest's expenses	1,767	-	-	1,767	1,679		
Expenses of other ministers & laity	1,923	-	-	1,923	576		
	87,113	-	-	87,113	86,447		
Worship:							
Choir and music	1,103	-	-	1,103	1,332		
Altar requisites	1,223	-	-	1,223	599		
Flowers	81	-	-	81	96		
Other devotional material	-	-	-	-	815		
Baptism and Marriage preparation	46	-	-	46	8		
	2,453	-	-	2,453	2,850		
Pastoral care:							
Coffee/biscuits	389	-	-	389	347		
Cloister lunches	52	-	-	52	-		
Other refreshments	240	-	-	240	219		
Parish nursing	-	-	-	-	369		
Pastoral care, general	118	-	-	118	97		
	799	-	-	799	1,032		
Faith development:							
Children's groups	-	-	-	-	120		
Confirmation classes	-	-	-	-	62		
Christian books for resale	357	-	-	357	386		
Bibles & books, not for resale	104	-	-	104	311		
Parish retreat / quiet day	700	-	-	700	-		
Lay training	220	-	-	220	-		
Advent calendars, Easter eggs, shoe boxes	28	-	-	28	-		
	1,409	-	-	1,409	879		
Mission and evangelism:							
Alpha course	-	-	-	-	285		
Buggy buddies	47	-	-	47	160		
Other evangelism and mission	1,101	-	-	1,101	967		
	1,148	-	-	1,148	1,412		
3(b) Church activities		c/f	92,922	11,490	7,773	112,185	110,093

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2024 Total Funds	2023 Total Funds
3(b) Church activities	b/f	92,922	11,490	7,773	112,185	110,093
Communication:						
Magazine		30	-	-	30	-
Newsletter and website		-	-	-	-	-
Posters		81	-	-	81	10
Communication, other		262	-	-	262	225
		<u>373</u>	<u>-</u>	<u>-</u>	<u>373</u>	<u>235</u>
Church running expenses:						
Gas		2,470	-	-	2,470	1,586
Electricity		7,586	-	-	7,586	8,230
Water		304	-	-	304	269
Telephone		468	-	-	468	459
Internet services			-	-	-	161
		<u>10,828</u>	<u>-</u>	<u>-</u>	<u>10,828</u>	<u>10,705</u>
Church building, contents and land:						
Insurance		2,820	-	-	2,820	2,762
Depreciation			-	-	-	-
Movable fixtures, fittings & equipment		603	-	-	603	104
Building maintenance		3,691	-	-	3,691	3,378
Minor church building works			-	-	-	582
Upkeep of churchyard		362	-	-	362	838
Glebe land rent		287	-	-	287	287
		<u>7,763</u>	<u>-</u>	<u>-</u>	<u>7,763</u>	<u>7,951</u>
Contractual staff payments, honoraria:						
Organist		3,750	-	-	3,750	4,555
Gifts			-	-	-	250
		<u>3,750</u>	<u>-</u>	<u>-</u>	<u>3,750</u>	<u>4,805</u>
Support costs:						
Lease payments, photocopying costs		3,966	-	-	3,966	4,392
Stationery, postage etc n.e.s.		456	-	-	456	936
Treasurer's expenses		75	-	-	75	75
Bank charges		359	-	-	359	453
		<u>4,856</u>	<u>-</u>	<u>-</u>	<u>4,856</u>	<u>5,856</u>
Total cost of church activities		120,492	11,490	7,773	139,755	139,645
3(c) Governance costs						
Fees of independent examiner		1,260	-	-	1,260	1,140
3(d) Major capital expenditure						
Large items of church equipment		500	-	-	500	1,670
Our project - Organ		-	-	-	-	3,125
		<u>500</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>4,795</u>
Total resources expended		124,341	11,490	7,773	143,604	147,993

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2024 Total Funds	2023 Total Funds
Actual cost					
At 1 January 2024	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2024	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2024	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2024	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2024	-	-	-	-	-
At 31 December 2024	-	-	-	-	-

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
Income tax recoverable	5,977	-	-	5,977	7,007
Other debtors	40	-	-	40	40
Total debtors	6,017	-	-	6,017	7,047

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
Other creditors	2,043	-	-	2,043	-
Total creditors	2,043	-	-	2,043	-

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
Tangible fixed assets	-	-	-	-	-
Debtors	6,017	-	-	6,017	7,047
Cash and short-term deposits	27,240	6,703	6,425	40,368	39,920
Current assets	33,257	6,703	6,425	46,385	46,967
Current liabilities	(2,043)	-	-	(2,043)	-
	31,214	6,703	6,425	44,342	46,967

9 SUMMARY OF FUND BALANCES (£)

Summary of Fund Balances (2)

	Movements in 2024				
	Balance at 31.12.23	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.24
Unrestricted funds					
General Fund	33,782	9,432	(12,000)	(2,568)	31,214
	33,782	9,432	(12,000)	(2,568)	31,214
Designated funds					
Charities Fund	7,843	(11,490)	10,350	(1,140)	6,703
	7,843	(11,490)	10,350	(1,140)	6,703
Restricted funds					
Children's Work Fund	5,000	-	-	-	5,000
Other Restricted Subtotal	5,000	-	-	-	5,000
External Fund	-	(333)	333	-	-
Lent & Advent Appeals	342	(234)	1,317	1,083	1,425
Our Project	-	-	-	-	-
	5,342	(567)	1,650	1,083	6,425
Total funds	46,967	(2,625)	-	(2,625)	44,342

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2024	2023
Summary		
Fund balance at 31.12.2023	7,843	6,479
Incoming resources	-	-
Resources expended	(11,490)	(10,210)
Net surplus/(deficit)	(11,490)	(10,210)
Transfers to/(from) Charities Fund:		
From General Fund	12,000	12,000
From/(To) External Fund	(333)	(426)
From/(To) Lent appeal	(2)	-
From/(To) Advent appeal	(1,315)	-
Total transfers	10,350	11,574
Fund balance at 31.12.2023	6,703	7,843

Resources expended

Church activities

Donations:

Mr G and Mrs S Giles	3,900	3,900
Church and mission overseas	3,400	3,000
Church and mission in the UK	770	610
Secular charities overseas	760	600
Secular charities in the UK	2,660	2,100
Total resources expended	11,490	10,210

11 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2024 the funds consists of £5,000 held for the Children's work (2023 - £5,000).

	2024	2023
Summary		
Fund balance at 31.12.2023	5,000	5,000
Incoming resources	-	-
Resources expended	-	-
Net surplus/(deficit)	-	-
Fund balance at 31.12.2024	5,000	5,000

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

12 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2024	2023
Summary		
Fund balance at 31.12.2023	-	-
Incoming resources	4,529	4,373
Resources expended	(4,862)	(4,629)
Net surplus/(deficit)	(333)	(256)
Transfers to/(from) External Fund:		
From/(To) Charities Fund	333	256
Total transfers	333	256
Fund balance at 31.12.2024	-	-

Incoming resources

Voluntary income

Donations for Zimbabwe	1,100	-
Collections for third parties	3,429	4,373
Total incoming resources	4,529	4,373

Resources expended

Charitable donations

Zimbabwe School	1,280	180
Donations to third parties	3,582	4,449
Total resources expended	4,862	4,629

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

13 LENT, ADVENT AND HARVEST APPEALS (restricted funds)

13(a) LENT APPEAL

	2024	2023
Fund balance at 31.12.2023	106	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	1,568	1,001
Donations, not by Gift Aid	-	125
Total incoming resources	<u>1,568</u>	<u>1,126</u>
Resources expended		
Charitable donations		
The Light Project	1,570	-
Alzheimers	106	1,020
Total resources expended	<u>1,676</u>	<u>1,020</u>
Transfer from Charities fund	2	-
Fund balance at 31.12.2024	<u>-</u>	<u>106</u>

13(b) ADVENT APPEALS

	2024	2023
Fund balance at 31.12.2023	236	669
Incoming resources		
Voluntary income		
Donations, by Gift Aid	1,109	1,120
Donations, not by Gift Aid	-	62
Total incoming resources	<u>1,109</u>	<u>1,182</u>
Resources expended		
Charitable donations		
2023 Advent appeal	1,235	-
The Children's Society	-	1,615
Total resources expended	<u>1,235</u>	<u>1,615</u>
Transfer from Charities Fund	1,315	-
Fund balance at 31.12.2024	<u>1,425</u>	<u>236</u>

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

14 OUR PROJECT (restricted funds)

	2024	2023
Fund balance at 31.12.2023	-	-
Incoming resources		
Voluntary income		
Donations, standing orders by Gift Aid		974
Income tax recoverable		233
Total incoming resources	-	1,207
Resources expended		
Organ		3,125
Total resources expended	-	3,125
Transfers		
From general unrestricted fund		1,918
	-	1,918
Fund balance at 31.12.2024	-	-

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

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PAROCHIAL CHURCH COUNCIL OF ST BOLOTPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

I report to the members of the PC on my examination of the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2024.

Responsibilities and basis of report

As the members of the PCC you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and to be found in the Church guidance, 2006 edition.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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 financial statements to be reached.



M A Jackson FCA DChA
Azets Audit Services Limited
Chartered Accountants

Date: 9.6.2025

Westpoint
Lynch Wood
Peterborough
PE2 6FZ

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2024

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	117,415	-	7,206	124,621	127,619
Activities for generating funds	2(b)	6,558	-	-	6,558	4,760
Income from church activities	2(c)	8,615	-	-	8,615	7,989
Income from investments	2(d)	1,185	-	-	1,185	735
TOTAL INCOME		133,773	-	7,206	140,979	141,103
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	2,089	-	-	2,089	2,413
Church activities	3(b)	120,492	11,490	7,773	139,755	139,645
Governance costs	3(c)	1,260	-	-	1,260	1,140
Major capital expenditure	3(d)	500	-	-	500	4,795
TOTAL RESOURCES EXPENDED		124,341	11,490	7,773	143,604	147,993
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		9,432	(11,490)	(567)	(2,625)	(6,890)
Transfers between funds		(12,000)	10,350	1,650	-	-
NET MOVEMENT IN FUNDS		(2,568)	(1,140)	1,083	(2,625)	(6,890)
Balances brought forward at 1 January	9	33,782	7,843	5,342	46,967	53,857
Balances carried forward at 31 December		31,214	6,703	6,425	44,342	46,967

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
		-	-
CURRENT ASSETS			
Debtors and prepayments	6	6,017	7,047
Short term deposits		22,536	21,400
Cash in hand and at bank		17,832	18,520
		46,385	46,967
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	(2,043)	-
		(2,043)	-
NET CURRENT ASSETS		44,342	46,967
TOTAL NET ASSETS	8	44,342	46,967
CHURCH FUNDS			
Unrestricted funds:			
General Fund		31,214	33,782
Designated funds:			
Charities Fund	10	6,703	7,843
		6,703	7,843
Restricted funds:			
Children's Work Fund	11	5,000	5,000
External Fund	12	-	-
Lent/Advent Appeals Fund	13	1,425	342
Our Project Fund	14	-	-
		6,425	5,342
TOTAL CHURCH FUNDS		44,342	46,967

Approved by the Parochial Church Council on 6/14/2025 and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

S Rotondo, PCC Secretary

J Bullen
T Ellingham
S Rotondo

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

2 INCOMING RESOURCES (£)					
	Unrestricted funds	Designated funds	Restricted funds	Total 2024	Total 2023
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	81,033	-		81,033	75,692
envelopes and other	3,521	-	-	3,521	3,535
	84,554	-	-	84,554	79,227
Planned giving, ineligible for Gift Aid:					
standing orders	1,128	-	-	1,128	1,375
	1,128	-	-	1,128	1,375
Collections at services:					
by Gift Aid		-	-	-	685
not by Gift Aid	2,248	-		2,248	1,350
For third parties, not Gift Aid	-	-	3,429	3,429	4,203
	2,248	-	3,429	5,677	6,238
Donations and all other giving:					
Once-off donations by Gift Aid	5,925	-	3,777	9,702	11,341
Wall safe	302	-	-	302	450
Sundry other donations , not by GA	665	-		665	665
	6,892	-	3,777	10,669	12,456
Gift Aid recoverable from HMRC:					
on planned giving	21,662	-		21,662	21,193
on small donations by GASDS	474	-	-	474	1,593
	22,136	-	-	22,136	22,786
Other voluntary income:					
Grants	-	-	-	-	4,852
VAT rebate	457	-	-	457	685
	457	-	-	457	5,537
Voluntary incoming resources: total	117,415	-	7,206	124,621	127,619
2(b) Activities for generating funds					
Use of church premises	1,405	-	-	1,405	575
Fund raising	5,153	-	-	5,153	4,185
Fund-generating activities: total	6,558	-	-	6,558	4,760
2(c) Income from church activities					
Fees (for funerals, weddings etc)	6,634	-	-	6,634	5,421
Breakfast, lunches and Harvest meal	491	-	-	491	996
Sales of books	347	-	-	347	336
Quiet Day, Parish Retreat participants	730	-	-	730	-
Other income	413	-	-	413	1,236
Income from church activities: total	8,615	-	-	8,615	7,989
2(d) Income from investments					
Interest	1,185	-	-	1,185	735
Investment income: total	1,185	-	-	1,185	735
Total incoming resources	133,773	-	7,206	140,979	141,103

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

3 RESOURCES EXPENDED (£)				2024	2023	
	Unrestricted funds	Designated funds	Restricted funds	Total Funds	Total Funds	
3(a) Costs of generating voluntary income						
Stewardship expenses, etc	2,089	-	-	2,089	2,413	
	2,089	-	-	2,089	2,413	
3(b) Church activities						
Charitable donations	-	11,490	7,773	19,263	17,473	
Ministry:						
Parish Share and Deanery quota	83,423	-	-	83,423	84,192	
Parish priest's expenses	1,767	-	-	1,767	1,679	
Expenses of other ministers & laity	1,923	-	-	1,923	576	
	87,113	-	-	87,113	86,447	
Worship:						
Choir and music	1,103	-	-	1,103	1,332	
Altar requisites	1,223	-	-	1,223	599	
Flowers	81	-	-	81	96	
Other devotional material	-	-	-	-	815	
Baptism and Marriage preparation	46	-	-	46	8	
	2,453	-	-	2,453	2,850	
Pastoral care:						
Coffee/biscuits	389	-	-	389	347	
Cloister lunches	52	-	-	52	-	
Other refreshments	240	-	-	240	219	
Parish nursing	-	-	-	-	369	
Pastoral care, general	118	-	-	118	97	
	799	-	-	799	1,032	
Faith development:						
Children's groups	-	-	-	-	120	
Confirmation classes	-	-	-	-	62	
Christian books for resale	357	-	-	357	386	
Bibles & books, not for resale	104	-	-	104	311	
Parish retreat / quiet day	700	-	-	700	-	
Lay training	220	-	-	220	-	
Advent calendars, Easter eggs, shoe boxes	28	-	-	28	-	
	1,409	-	-	1,409	879	
Mission and evangelism:						
Alpha course	-	-	-	-	285	
Buggy buddies	47	-	-	47	160	
Other evangelism and mission	1,101	-	-	1,101	967	
	1,148	-	-	1,148	1,412	
3(b) Church activities	c/f	92,922	11,490	7,773	112,185	110,093

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2024 Total Funds	2023 Total Funds
3(b) Church activities	b/f	92,922	11,490	7,773	112,185	110,093
Communication:						
Magazine		30	-	-	30	-
Newsletter and website		-	-	-	-	-
Posters		81	-	-	81	10
Communication, other		262	-	-	262	225
		<u>373</u>	<u>-</u>	<u>-</u>	<u>373</u>	<u>235</u>
Church running expenses:						
Gas		2,470	-	-	2,470	1,586
Electricity		7,586	-	-	7,586	8,230
Water		304	-	-	304	269
Telephone		468	-	-	468	459
Internet services			-	-	-	161
		<u>10,828</u>	<u>-</u>	<u>-</u>	<u>10,828</u>	<u>10,705</u>
Church building, contents and land:						
Insurance		2,820	-	-	2,820	2,762
Depreciation			-	-	-	-
Movable fixtures, fittings & equipment		603	-	-	603	104
Building maintenance		3,691	-	-	3,691	3,378
Minor church building works			-	-	-	582
Upkeep of churchyard		362	-	-	362	838
Glebe land rent		287	-	-	287	287
		<u>7,763</u>	<u>-</u>	<u>-</u>	<u>7,763</u>	<u>7,951</u>
Contractual staff payments, honoraria:						
Organist		3,750	-	-	3,750	4,555
Gifts			-	-	-	250
		<u>3,750</u>	<u>-</u>	<u>-</u>	<u>3,750</u>	<u>4,805</u>
Support costs:						
Lease payments, photocopying costs		3,966	-	-	3,966	4,392
Stationery, postage etc n.e.s.		456	-	-	456	936
Treasurer's expenses		75	-	-	75	75
Bank charges		359	-	-	359	453
		<u>4,856</u>	<u>-</u>	<u>-</u>	<u>4,856</u>	<u>5,856</u>
Total cost of church activities		120,492	11,490	7,773	139,755	139,645
3(c) Governance costs						
Fees of independent examiner		1,260	-	-	1,260	1,140
3(d) Major capital expenditure						
Large items of church equipment		500	-	-	500	1,670
Our project - Organ		-	-	-	-	3,125
		<u>500</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>4,795</u>
Total resources expended		124,341	11,490	7,773	143,604	147,993

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2024 Total Funds	2023 Total Funds
Actual cost					
At 1 January 2024	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2024	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2024	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2024	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2024	-	-	-	-	-
At 31 December 2024	-	-	-	-	-

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
Income tax recoverable	5,977	-	-	5,977	7,007
Other debtors	40	-	-	40	40
Total debtors	6,017	-	-	6,017	7,047

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
Other creditors	2,043	-	-	2,043	-
Total creditors	2,043	-	-	2,043	-

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2024 Total Funds	2023 Total Funds
Tangible fixed assets	-	-	-	-	-
Debtors	6,017	-	-	6,017	7,047
Cash and short-term deposits	27,240	6,703	6,425	40,368	39,920
Current assets	33,257	6,703	6,425	46,385	46,967
Current liabilities	(2,043)	-	-	(2,043)	-
	31,214	6,703	6,425	44,342	46,967

9 SUMMARY OF FUND BALANCES (£)

Summary of Fund Balances (2)

	Movements in 2024				
	Balance at 31.12.23	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.24
Unrestricted funds					
General Fund	33,782	9,432	(12,000)	(2,568)	31,214
	33,782	9,432	(12,000)	(2,568)	31,214
Designated funds					
Charities Fund	7,843	(11,490)	10,350	(1,140)	6,703
	7,843	(11,490)	10,350	(1,140)	6,703
Restricted funds					
Children's Work Fund	5,000	-	-	-	5,000
Other Restricted Subtotal	5,000	-	-	-	5,000
External Fund	-	(333)	333	-	-
Lent & Advent Appeals	342	(234)	1,317	1,083	1,425
Our Project	-	-	-	-	-
	5,342	(567)	1,650	1,083	6,425
Total funds	46,967	(2,625)	-	(2,625)	44,342

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2024	2023
Summary		
Fund balance at 31.12.2023	7,843	6,479
Incoming resources	-	-
Resources expended	(11,490)	(10,210)
Net surplus/(deficit)	(11,490)	(10,210)
Transfers to/(from) Charities Fund:		
From General Fund	12,000	12,000
From/(To) External Fund	(333)	(426)
From/(To) Lent appeal	(2)	-
From/(To) Advent appeal	(1,315)	-
Total transfers	10,350	11,574
Fund balance at 31.12.2023	6,703	7,843

Resources expended

Church activities

Donations:

Mr G and Mrs S Giles	3,900	3,900
Church and mission overseas	3,400	3,000
Church and mission in the UK	770	610
Secular charities overseas	760	600
Secular charities in the UK	2,660	2,100

Total resources expended

11,490 10,210

11 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2024 the funds consists of £5,000 held for the Children's work (2023 - £5,000).

	2024	2023
Summary		
Fund balance at 31.12.2023	5,000	5,000
Incoming resources	-	-
Resources expended	-	-
Net surplus/(deficit)	-	-
Fund balance at 31.12.2024	5,000	5,000

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

12 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2024	2023
Summary		
Fund balance at 31.12.2023	-	-
Incoming resources	4,529	4,373
Resources expended	(4,862)	(4,629)
Net surplus/(deficit)	(333)	(256)
Transfers to/(from) External Fund:		
From/(To) Charities Fund	333	256
Total transfers	333	256
Fund balance at 31.12.2024	-	-

Incoming resources

Voluntary income

Donations for Zimbabwe	1,100	-
Collections for third parties	3,429	4,373
Total incoming resources	4,529	4,373

Resources expended

Charitable donations

Zimbabwe School	1,280	180
Donations to third parties	3,582	4,449
Total resources expended	4,862	4,629

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

13 LENT, ADVENT AND HARVEST APPEALS (restricted funds)

13(a) LENT APPEAL

	2024	2023
Fund balance at 31.12.2023	106	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	1,568	1,001
Donations, not by Gift Aid	-	125
Total incoming resources	<u>1,568</u>	<u>1,126</u>
Resources expended		
Charitable donations		
The Light Project	1,570	-
Alzheimers	106	1,020
Total resources expended	<u>1,676</u>	<u>1,020</u>
Transfer from Charities fund	2	-
Fund balance at 31.12.2024	<u>-</u>	<u>106</u>

13(b) ADVENT APPEALS

	2024	2023
Fund balance at 31.12.2023	236	669
Incoming resources		
Voluntary income		
Donations, by Gift Aid	1,109	1,120
Donations, not by Gift Aid	-	62
Total incoming resources	<u>1,109</u>	<u>1,182</u>
Resources expended		
Charitable donations		
2023 Advent appeal	1,235	-
The Children's Society	-	1,615
Total resources expended	<u>1,235</u>	<u>1,615</u>
Transfer from Charities Fund	1,315	-
Fund balance at 31.12.2024	<u>1,425</u>	<u>236</u>

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2024

14 OUR PROJECT (restricted funds)

	2024	2023
Fund balance at 31.12.2023	-	-
Incoming resources		
Voluntary income		
Donations, standing orders by Gift Aid		974
Income tax recoverable		233
Total incoming resources	-	1,207
Resources expended		
Organ		3,125
Total resources expended	-	3,125
Transfers		
From general unrestricted fund		1,918
	-	1,918
Fund balance at 31.12.2024	-	-

Accounts

St Botolph's, Longthorpe
Report from The Parochial Church Council
on the activities at St Botolph's in the year 2023

INTRODUCTION

St Botolph's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Jackie Bullen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical.

The PCC is committed to enabling as many people as possible to worship at St Botolph's and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the commitment we have made to being a church which is open and welcoming to all people.

We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people in the community and parish.
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the Church of St Botolph's and monitor and review the finances over which we exercise stewardship.

2023 has seen growth in numbers of people attending church events, a varied programme of social events which have been possible due to the flexible space we now have in the building and teamwork of members of the church. We continue to look forward with hope and faith.

WORSHIP

Worship Committee:

The aim of the Worship Committee is to consider all aspects of our Worship at St Botolph's and to innovate, plan, review and suggest improvements or changes throughout the year. This past year has seen worship patterns evolve and we continue to look at new ways of offering:

In Church services -- the normal pattern of worship (i.e. three Sunday services, Midweek Eucharist on Wednesday, and Thursday morning) has continued in the church building.

Opening the church building – The building has been opened for Private Prayer every day and kept clean by a team of volunteers.

Virtual worship – This has been offered on an Ad-hoc basis for those who are unable to attend worship and have been posted on the church's Facebook page and YouTube (Longthorpe Church).

Morning Prayer on Monday-Saturday continues to be celebrated via Zoom.

CHILDREN AND FAMILIES

Sunday Family Worship

This year saw us back in the church building full time and holding family sessions in the cloister at the 9.30 services and our Families Together services at 11am on the 3rd Sunday of each month. The sessions are led by one of the three families ministers and supported by a small team of people by rota.

To plan the sessions, we continue to use a combination of the Roots worship material and other online resources, always referenced to the Gospel reading of the week as set out in the Common Worship Lectionary.

Each week we use the same structure of opening prayer, confession and creed followed by an activity and discussion based on the reading. Attendance figures at the 9.30 sessions are mixed.

At our 11am services we have seen a gradual increase in numbers as the year progressed, often including families who are not regulars at the 9.30 services but who may be involved with Buggy Buddies or Baptisms. These services are usually supported with music from Jonathan Craymer and the Ukelele band, which adds to the atmosphere and enjoyment as well as the numbers.

Special Services and events:

In late 2023 we held our Christingle Service (which raises funds for The Children's Society) in our December 11am service slot. This was a break from previous tradition in terms of times, but the service was well attended and again it was good to see a mixture of families present, including many who do not normally come to the 9.30 service.

Our Crib services also went ahead at 3pm and 4.30 on Christmas eve. The 3pm service was extremely busy with many young children dressing up and getting involved in our 'nativity from scratch' format. However, the 4.30pm service was much quieter and with only a few families with younger children in attendance. We will continue to review what we offer in these services to ensure it is appropriate for the current congregation and community.

We appreciate the dedication and commitment from the teams involved without whom these services and events would not be possible. Currently we have three leaders and three supporters, and we are always looking to increase the number of leaders and supporters within our family ministry team.

Baptisms, First Communion and Confirmation:

First Communion in 2023 – two young people were admitted to receive Holy Communion.

The Christening Team continued to support the Vicar in preparing families for baptisms and offering friendship and welcome. Seven young people and one adult were baptised in 2023. It is a privilege to walk this journey with them and their families.

A confirmation service in November was officiated by Bishop John. We are delighted that four adults and three young people were confirmed.

Botolph's Buggy Buddies:

Buggy Buddies has gone from strength to strength this year under the leadership of Natalie and Sarah. Children come along with adult carers (parents, grandparents, or childminders) and have a time of free play, crafts, and finish with story and song. There is a theme for each half term linked to a Bible story and we finish each session with our Buggy Buddies' prayer and goodbye song. The volunteer leaders and helpers work hard to provide a safe and friendly environment for everyone.

FAITH DEVELOPMENT

The committee continued to seek to offer opportunities for members of the congregation to grow in faith.

Lent: A course based on Paula Gooder's book 'Women of Holy Week' was offered, with a session on Tuesday mornings and a repeated session on Wednesday evenings for the five weeks of Lent. It was very well received. The book covered nine women and the remaining four sessions were offered after Easter. These were also much appreciated. Lent Cloister Lunches took place each Wednesday consisting of soup, bread and fruit, ending with a Thought for the Day. These were well attended and valued.

Alpha: An Alpha course was run in the autumn with 12 participants. The course provided preparation for the adults who were to be confirmed in November. The participants engaged well with the material and enjoyed the evenings. The Holy Spirit Day was a highlight for a number of people.

Advent: A Compline service was held in church each Tuesday in Advent. It was also live streamed to accommodate those not wishing to go out on dark evenings.

The Library: Julie Tate has continued to take care of the Library. She displays appropriate books through the seasons of the year to encourage readers.

Home Groups continued to meet, offering mutual support, fellowship and encouragement in members' spiritual journeys.

Cursillo: Regular Group Reunions have taken place through the year at bring and share lunches in the cloister. These are open to anyone who might be interested in knowing more about Cursillo as well as Cursillistas. In September 2023 Peterborough #15 took place at Launde Abbey and was attended by two members of St Botolph's.

PASTORAL CARE

Visiting the sick and housebound

There have been many members of the congregation requiring support through times of illness and we are grateful to all church members who continue to call on or telephone those who live alone, are sick or housebound. Members of the congregation who have found themselves in hospital will have been surprised by a visit from Liz Medlock on a Friday morning and we have strong links with the chaplaincy dept at Peterborough City Hospital.

Visits to the sick are important so do let us know if anyone needs one. Rev'd Jackie visits the sick and can also pass on those who request a visit to the Pastoral Team, but you need to tell her!

Home communion is an important part of linking the worshipping community to those unable to get to a church service, there are five members of the team who take home communion to the housebound monthly.

The outreach continues to our local Thorpe Wood Care Home where a service for the residents and staff is taken monthly, we average 20 communicants each time. This is a valuable link and we were so pleased to see the residents, carers and staff come to their Christmas Carol service in church, followed by tea and cake.

The **book box** continues to be a much-used resource for the local community, thanks to Jackie Last for maintaining this, the puzzles are also much in demand. There is now also a book box for children's books.

Coffee and chat and **games afternoons** are much enjoyed by those taking part and continue to be a time for socialising and being together in a warm friendly place.

Cloister lunches have been joyous occasions throughout the year with many joining in the event. During 2023 we have had additional helpers cooking, serving, and washing up. Thank you to all those who have done so, and we pray that others will come and join in too.

We will miss Elaine Hunt, a valued member of the Pastoral Team and a bereavement visitor who sadly passed away in December, her cooking was legendary!

Our limited kitchen capacity means that hot meals are cooked at home and transported to hot trolleys in the vestry area. New regulations to meet food safety standards have been introduced. These include completing a short form listing the ingredients in the dish, alerting consumers with dietary restrictions to any allergens.

Safeguarding

‘St Botolph’s Church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all volunteers to share this commitment.’

Face to face training returned and in January 2023 a Foundations (C1) training session took place in church. In total 23 members of St Botolph’s attended. Those holding roles where safeguarding training is required but who were unable to attend this date have been completing the training online via the Diocese.

DBS checks have continued to be updated where required. DBS checks and safeguarding training both need renewing after three years. The Churchwardens and I, as Safeguarding Officer, have completed the Domestic Violence Awareness training.

The online safeguarding dashboard continues to be updated and automatically submitted to the Diocese. The PCC continues to have safeguarding as a standing item on the agenda at every meeting which helps to ensure its profile in St Botolph’s remains high. The PCC have adopted and renewed all policies required.

All those who have been appointed to new posts within the Church have been recruited following safer recruitment procedures.

Bereavement Support:

The first contact with bereaved families is by the Vicar. Rev’d Jackie passes on their contact details to a member of the Pastoral Team for follow up when appropriate. This important ministry has continued during the year.

Marriage Preparation:

As most of our marriage couples do not live locally, marriage preparation is undertaken by the vicar on a one-to-one basis. Ongoing contact with couples is kept by the sending of anniversary cards by Mothers’ Union, sending the Easter, Harvest and Christmas Cards to them and offering them the opportunity to receive the daily emails sent out by the church.

MINISTRY

The church’s regular pattern of worship has continued with three services each Sunday and midweek services of Holy Communion on Wednesdays and Thursdays with additional services at the festivals.

Eddie Miller continues to develop her ministry as Lay Pastoral Minister and chair of the Pastoral Team. She retired from her role as Parish Nurse in May but continues to support the people of the church, the wider community and parish.

Corinne Craymer continues to exercise ministry as a Lay Worship Leader and in September began training as a Reader.

Mark Willis was licensed to the parish as a Reader.

Julie Tate started the Lay Worship Leader course in September and has the support of the ministry team and a small, dedicated group from within the church family.

Pat Hemsley and Pat Hope-Jones and all those named above support the worship in church as members of the serving team and offer reflections during services from time to time.

Judith Willis was licensed to the parish as a Lay Pastoral Minister in May and offers ministry in conjunction with the Pastoral Team.

The Ministry Leadership Team which also includes the Churchwardens and Ann Green, Sacristan, meet and pray regularly and continue to be committed to working together with the common aim of using our God-given gifts for the benefit of the church and the wider community. We hope to do this by constantly and consistently monitoring and evaluating the Church's ministry and making plans for the future which will help to achieve the aims and objectives of the PCC. We continue to support one another in prayer and practical ways.

The Rev'd Ray Hemingray and Rev'd Canon Grant Brockhouse have also provided cover for services.

OUTREACH

Mission and Evangelism / Events (MEET)

On Zoom weekly Coffee and Chat on Thursdays and monthly quizzes on Fridays have continued. Both are appreciated by regulars, but we would also welcome newcomers.

A key feature of this year was the hosting of several concerts, namely – U3A singers, Gabriella, Singers of Note and Christian singer Dave Bilbrough. As we went along, we learnt lessons about putting on such events for rather large numbers - catering, selling tickets, setting up etc. These events made some good surpluses for church funds, as did the Quiz and Fish + Chip supper in October which also raised funds for Christian Aid.

We had quite a lot of catering events this year in addition to the above. These included two successful afternoon teas for visiting groups from the U3A Historic Churches groups and another group from Cambridge. Both the Teddy Bears' Picnic and the Afternoon Tea had to be moved into church due to inclement weather, but these worked out well. The Harvest Supper with homemade pies and crumbles as well as games was enjoyed by members of the congregation of all ages. The visitors from the Care Home really enjoyed the cakes served for their Christmas Service.

Several events really helped us to reach out to the local community. These included our Coronation Picnic, the ever-popular Scarecrow Trail and Carols on the Green, putting St Botolph's at the centre of the village. We are using social media more to advertise events, as well as mailings and posters provided by John Davis and this seems to be paying off.

There were a number of theatre visits this year – to As You Like It at Toilethorpe, Sister Act in the Cathedral and in fact two panto visits to the Key because of the way the calendar fell - Dick Whittington in January 2023 and Aladdin in December 2023. Again, the calendar meant that we had two New Year Bring and Share lunches, complete with good old-fashioned games on January 1st and December 31st.

We had three completely new ventures this year. Firstly, a wine tasting evening, ably hosted by Mike and Maggie Taylor, which was thoroughly enjoyed by members of the congregation and wider community alike. Secondly, a 'Miscellaneous' evening with a group performing hit songs and which even included dancing in the aisles, well the nave! And finally, the Decorated Windows for Christmas – it was great to see various groups being very creative and pulling together to make our church ready for Christmas.

We are very grateful to all the people who put in so much hard work to enable all these events to happen. We are always in need of extra helpers, particularly with providing or serving refreshments. Let us know if you can help in any way. And if you have a good idea for an event, then don't be shy in letting us know!

Communications

Daily Mailings

The Daily Mailings continue to be successful both as a way for church members to contribute and to advertise events. Pat Hope-Jones is always grateful for contributions on any topic you think might be of interest and we are very appreciative of all her hard work.

Social Media

Rev'd Jackie uses Facebook to advertise events and asks fellow users to share her Longthorpe church posts. Bob Noyes puts regular messages on X (formerly Twitter) which we are also urged to pass on.

Website

The committee reviewed the website at the request of webmaster Ray Hemingray. The suggested changes were mostly on updating items on church groups, especially to take out pandemic references. Ray continues to work tirelessly on maintaining the website for which we are very grateful. He has stressed that individual organisers must contact him directly with any special instructions.

Signage and posters

We keep an eye on all church signs and arrange for them to be repaired and replaced. Many thanks to John Davis for keeping the information displayed up to date. We looked at the possibility of official signs for the church on entry to the village but the cost of £10,000 was deemed prohibitive.

Seasonal cards

We now have a calendar for 2023-2024 allowing a six-week period for the creation and distribution of the seasonal cards. This is regularly monitored to ensure that everyone in the process has enough time to do their job efficiently and when it suits them. We are always pleased to have more volunteers for delivering the cards, and to be given as much notice as possible if any distributors are not able to take cards out for the three festive periods of Easter, Harvest and Christmas.

All the above methods of communication mean that many non-church members have come to 2023 events which is encouraging.

Heritage

We have hosted two visits from local U3A Country Churches and Afternoon Teas groups in 2023. We have also made a start on archiving material. Historical church documents have been sorted, duplicates removed, all filed and placed in the archives loft, alongside Pat Hope-Jones's collection of all the magazines she produced from 1998 to 2020 and an on-going collection of Pew News also dating from the late 1990s.

Christian Aid Week 14th – 20th May 2023

Christian Aid works with partner organisations in some of the poorest communities in the world, regardless of nationality or faith, aiming to tackle both the effects of poverty and its root causes. Christian Aid Week 2023 focused on supporting the people of Malawi where costs of many basic commodities had doubled in the previous year, and some extreme weather conditions in recent years have continued to make farming more difficult. Christian Aid helps farmers to grow drought-resistant crops such as pigeon peas which help families to secure their income and plan.

For the third year a 'delivery only' envelope collection was held during Christian Aid Week. Thirty volunteers delivered envelopes to around 1,300 households in the parish. Once again Longthorpe Post Office was used as the collection point for the envelopes, with Mohammad Arif's blessing. A grand total of £1,700.38 was raised (including Gift Aid), comprising £1,387.88 from the Post Office collection and £312.50 donated online. The amount raised in the whole of East Anglia was just over £260,000 and the national total was £4.6 million, a reflection of people's generosity all over the UK as well as locally.

In a new venture this year, Peterborough Christian Aid committee organised a small carol singing event in December to raise additional funds and to publicise the charity. A group of committee members and friends sang carols at the Bretton Centre, and a bucket collection raised £166.54.

I would like to extend thanks to everyone who gave their time and money to support Christian Aid Week and the carol singing event.

SUPPORT

Church Fabric, Ornaments and Churchyard

2023 has been another busy year. Church life has moved back to full worship with a few COVID changes (the way we celebrate the peace and some aspects of the offertory). Chris Wren stood down after a further seven-year period as Church Warden – thank you for your hard work, Chris!

The team has been delivering on the benefits that 'Our Project' planned to deliver in terms of a flexible space which could deliver to congregation and wider community. The church is far more accessible for worshippers/visitors, and it is very simple to accommodate wheelchair users. Examples of this are the regular occasions when wheelchair users can be located to any part of the church with the simple removal of a chair at a place of their choice. The reordered church now has regular events for Thorpe Wood Care Home where residents travel to church and can be seated at tables located in the nave. The church has organised several very successful concerts and social events in church throughout the year.

The Fabric Committee continues to keep in touch and maintain oversight of the fabric of the church and the churchyard. The committee has maintained the church and yard throughout the year by pruning several trees, widening the path, clearing/repairing drainage gullies, treating fences/benches/bin cupboards, created a Christmas tree insertion post and repairing the boiler. The committee wishes to highlight the fantastic work completed by the churchyard grass cutting team who quietly ensure that the churchyard is always presentable – thank you!

The quinquennial inspection is due to be booked for July 2025 – the wardens will book the inspection later this year.

Health and safety inspections within and outside the church have been ongoing – the illuminated exit sign in the vestry was identified as unserviceable and replaced. The footpath to the church entrance has been widened in response to access issues for several members of the congregation. An annual electrical/PAT testing inspection was completed. The churchyard lighting has been reprogrammed to ensure the yard is lit between 1600-2200hrs.

As decreed by Canon Law of the Church of England, an inventory check of ornaments and silverware, vestments and furniture belonging to St Botolph's, together with the Logbook was completed - all items were accounted for.

Our thanks go to the Fabric Committee and to the many volunteers for all the physical and practical work that has been done throughout the year. They keep the church and churchyard in such good order. Everyone ensures we have a safe and comfortable environment in which to hold our church services and other activities.

FINANCIAL REVIEW

Income

The total income for 2023 was £141,103 in 2023 compared to £197,324 in 2022. This is a decrease of £56,221. The difference primarily reflects the income received for Our Project in 2022. The donations, grants, VAT reclaims, and sale of pews received in 2022 totalled £57,204.

Our income from those that give regularly through Standing Order, or the envelope scheme decreased in 2023 compared to 2022. We are grateful to all those who give regularly to the Church, this generosity allows us to achieve so much as a church. In September 2023 we launched a Stewardship Review to coincide with the harvest season. We were hopeful that the level of regular committed giving would increase to provide enough for the church to be a presence as the Church of England in Longthorpe and join with God's mission to His world. The outcome of the campaign was positive and encouraging. As in previous years, Gift Aid is a vital part of our income being £22,786 in 2023. Our income in 2023 was strengthened by the various concerts, events and fundraisers that were organised. This is a result of being able to use the building in creative and different ways. We hope that we continue to expand our outreach using the Church building in 2024.

Expenditure

Our expenditure decreased from £325,567 in 2022 to £147,993 in 2023, a reduction of £177,574. As with the income the difference between these numbers primarily reflects Our Project with an expenditure of £154,074 on Our Project in 2022. In addition, our expenditure in 2022 was higher due to the works to our church building resulting from the Quinquennial Inspection.

As many of us will have noticed at home, our utility bills have seen significant recent increases. It is the same for the church with our running costs seeing an increase of more than 50% between 2022 and 2023. As a Church we strive to minimise our running costs, this includes securing the best rates for our utility bills.

Deficit

The deficit of income over expenditure for 2023 was £6,890 (our expenditure exceeded our income). We cannot lose focus of our financial situation. We hope that the Stewardship Review and monitoring of our expenditure will improve our finances.

Reserves Policy

The Finance Team and the PCC have agreed a reserves policy in line with the recommendations of Peterborough Diocese.

Legacies Policy

The Legacies Policy has been adopted in line with the guidance received from the Church of England.

ADMINISTRATIVE INFORMATION

St Botolph's Church is situated in Thorpe Road, Longthorpe, Peterborough. It lies within the Deanery of Peterborough, in the Diocese of Peterborough.

Correspondence is addressed to:

The Rev'd Jackie Bullen, 315 Thorpe Road, Peterborough PE3 6LU. (e-mail: jacqbullen@aol.com)

The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Botolph, Longthorpe is a charity registered with the Charity Commission, number 1131670. The charity's trustees are the members of the PCC.

PCC members who have served from 1 January 2023 to the date this report was approved are listed in Appendix 1, together with details of the PCC's bankers and independent examiner. A statement of Trustees' responsibilities is at Appendix 3.

STRUCTURE, MANAGEMENT AND GOVERNANCE

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956. The appointment of PCC members is governed by and set out in the Church Representation Rules. These rules provide that certain persons are ex officio members of the PCC: the Vicar, the Churchwardens, the elected representatives on Peterborough Deanery Synod and such other members of the Deanery and/or Diocesan Synod who are on the Church Electoral Roll. The rules also provide that there be a number of elected representatives of the laity on the PCC, who shall hold office from the conclusion of the annual meeting (APCM) at which they were elected to the conclusion of the third APCM thereafter.

In addition –

the APM on 27th May 2021 resolved that section 3 of the Churchwardens measure 2001 shall not apply in relation to the parish of Longthorpe.

the APCM on 20 April 2010 resolved that Readers had the right to be appointed to the PCC if they wished;

the APCM on 29 April 2008 resolved that the number of elected representatives of the laity on the PCC be 9;

the APCM on 24 April 2007 resolved that no elected representative of the laity may hold office for more than six years continuously after the date of the APCM at which he/she was elected.

Appendix 1: Details of PCC Members, Electoral Roll and Safeguarding Officers, Bankers and Independent Examiner

PCC members who have served from 11th May 2023 until the date this report was approved are:

Vicar	The Rev'd Jackie Bullen (Chairman)
Reader	Mark Willis
Lay Pastoral Ministers	Edwina Miller, Judith Willis
Churchwardens	Robert Noyes (Vice Chairman) , Yvette Magri
Elected representatives on Peterborough Deanery Synod	Corinne Craymer, Jonathan Craymer, Saji Dominic, Daphne Mair, Liz Medlock
Elected at APCM 2023	Stephen Rotondo, Julie Tate, Christopher Wren (to retire 2026)
Elected at APCM 2022	Tim Ellingham, Michael Sampson, Jackie Last (to retire 2025)
Elected at APCM 2021	Edwina Miller, Alyson Mitchell, Michael Taylor (to retire 2024)
PCC Treasurer	Tim Ellingham

PCC Secretary	Alyson Mitchell from APCM until Suzie Robinson elected 30 th November 2023
Safeguarding Officer	Claire Drake
Electoral Roll Officer	Daphne Mair
Bankers	Barclays Bank plc, PO Box 294, 1 Church Street, Peterborough PE11EZ
Independent Examiner	Azets, Westpoint, Lynch Wood, Peterborough, Cambridgeshire, PE2 6FZ.

Appendix 2: Membership of PCC Committees

PCC committees

As required under the Church Representation Rules, the PCC has a Standing Committee, which has the power to transact the business of the PCC between meetings. The Vicar and Churchwardens are ex officio members of the Standing Committee.

In addition the PCC has established eight committees to conduct identified areas of business. Each has its own terms of reference. The Vicar is an ex officio member of every PCC Committee. The Committees report regularly to the PCC. At 31st December 2023 the membership of each Committee was as below:

Standing Committee: The Rev'd Jackie Bullen (Chair), Bob Noyes (Churchwarden), Yvette Magri (Churchwarden), Tim Ellingham (Treasurer), Suzie Robinson (Secretary), Jonathan Craymer, Stephen Rotondo, Ann Green

Worship Committee: The Rev'd Jackie Bullen (Chair), Corinne Craymer, Jonathan Craymer, John Davis, Anne Davis, Ann Green, Pat Hemsley, Pat Hope-Jones, the Rev'd Barbara Howitt, Barbara King, Alison Sampson, Mike Sampson, Julie Tate, Linda Verdegem, Mark Willis, Chris Wren.

Faith Development Committee Pat Hope-Jones (Chair) the Rev'd Jackie Bullen, the Rev'd Barbara Howitt, Corinne Craymer, Pat Hemsley, Yvette Magri, Liz Medlock, Marjorie Peck, Julie Tate, Judith Willis, Mark Willis.

Mission/Evangelism Events Committee: Julie Tate (Chair), the Rev'd Jackie Bullen, Anne Davis, John Davis, Jackie Last, Liz Medlock, Eddie Miller, Jane Pawley, Mike Sampson, Maggie Taylor, Michael Taylor, Chris Wren.

Fabric Committee: Bob Noyes (Chair), The Rev'd Jackie Bullen, Chris Wren, Vince Magri.

Finance Committee: The Rev'd Jackie Bullen (Chair), Tim Ellingham (Treasurer), Alan Eldred (Gift Aid Secretary), Bob Noyes, Stephen Rotondo.

Pastoral Committee: Eddie Miller (Lay Pastoral Minister) (Chair), the Rev'd Jackie Bullen, Liz Eldred, Ann Green, Phil Hemsley, Liz Medlock, Jackie Last, Judith Willis (Lay Pastoral Minister), Chris Wren.

Communications Committee: Jane Hogg (Chair), the Rev'd Jackie Bullen, Jonathan Craymer, Steve Collins, John Davis, Pat Hope-Jones, Daphne Mair, Suzie Robinson.

Appendix 3: Statement of Trustees' Responsibility

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

The law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

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PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2023, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply 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 Commission 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 under section 145 of the 2011 Act and to be found in the Church guidance, 2006 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 financial statements 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
 - to keep accounting records in accordance with section 130 of the 2011 Act: and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M A Jackson FCA DChA
Azets Audit Services Limited
Chartered Accountants

Westpoint
Lynch Wood
Peterborough
PE2 6FZ

Date:

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2023

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	119,731	-	7,888	127,619	185,342
Activities for generating funds	2(b)	4,760	-	-	4,760	125
Income from church activities	2(c)	7,989	-	-	7,989	8,982
Income from investments	2(d)	735	-	-	735	2,875
TOTAL INCOME		133,215	-	7,888	141,103	197,324
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	2,413	-	-	2,413	219
Church activities	3(b)	122,172	10,210	7,263	139,645	142,320
Governance costs	3(c)	1,140	-	-	1,140	1,080
Major capital expenditure	3(d)	1,670	-	3,125	4,795	181,948
TOTAL RESOURCES EXPENDED		127,395	10,210	10,388	147,993	325,567
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		5,820	(10,210)	(2,500)	(6,890)	(128,243)
Transfers between funds		(13,748)	11,574	2,174	-	-
NET MOVEMENT IN FUNDS		(7,928)	1,364	(326)	(6,890)	(128,243)
Balances brought forward at 1 January	9	41,710	6,479	5,668	53,857	182,100
Balances carried forward at 31 December		33,782	7,843	5,342	46,967	53,857

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2023

	Note	2023 £	2022 £
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
		-	-
CURRENT ASSETS			
Debtors and prepayments	6	7,047	9,098
Short term deposits		21,400	20,735
Cash in hand and at bank		18,520	28,217
		46,967	58,050
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	-	(4,193)
		-	(4,193)
NET CURRENT ASSETS		46,967	53,857
TOTAL NET ASSETS	8	46,967	53,857
CHURCH FUNDS			
Unrestricted funds:			
General Fund		33,782	41,710
Designated funds:			
Charities Fund	10	7,843	6,479
Church Reordering Fund	11	-	-
		7,843	6,479
Restricted funds:			
Church Reordering Fund		-	-
Upkeep of Church Building		-	-
Children's Work Fund		5,000	5,000
Other restricted Funds	12	5,000	5,000
External Fund	13	-	-
Lent/Advent Appeals Fund	14	342	668
Our Project Fund	15	-	-
		5,342	5,668
TOTAL CHURCH FUNDS		46,967	53,857

Approved by the Parochial Church Council on 7/3/24 and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

S Robinson, PCC Secretary

J Bullen
T Ellingham
S Robinson

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources.

The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

2 INCOMING RESOURCES (£)

	Unrestricted funds	Designated funds	Restricted funds	Total 2023	Total 2022
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	74,718	-	974	75,692	78,769
envelopes and other	3,535	-	-	3,535	4,349
	78,253	-	974	79,227	83,118
Planned giving, ineligible for Gift Aid:					
standing orders	1,375	-	-	1,375	1,660
	1,375	-	-	1,375	1,660
Collections at services:					
by Gift Aid	685	-	-	685	413
not by Gift Aid	1,214	-	136	1,350	1,485
For third parties, not Gift Aid		-	4,203	4,203	5,201
	1,899	-	4,339	6,238	7,099
Donations and all other giving:					
Once-off donations by Gift Aid	9,220	-	2,121	11,341	16,482
Wall safe	450	-	-	450	359
Sundry other donations, not by GA	478	-	187	665	1,834
	10,148	-	2,308	12,456	18,675
Gift Aid recoverable from HMRC:					
on planned giving	20,926	-	267	21,193	22,689
on small donations by GASDS	1,593	-	-	1,593	1,823
	22,519	-	267	22,786	24,512
Other voluntary income:					
Grants	4,852	-	-	4,852	26,476
VAT rebate	685	-	-	685	23,802
	5,537	-	-	5,537	50,278
Voluntary incoming resources: total	119,731	-	7,888	127,619	185,342
2(b) Activities for generating funds					
Use of church premises	575	-	-	575	125
Fund raising	4,185	-	-	4,185	-
Fund-generating activities: total	4,760	-	-	4,760	125
2(c) Income from church activities					
Fees (for funerals, weddings etc)	5,421	-	-	5,421	5,118
Breakfast, lunches and Harvest meal	996	-	-	996	646
Sales of books	336	-	-	336	866
Other income	1,236	-	-	1,236	2,352
Income from church activities: total	7,989	-	-	7,989	8,982
2(d) Income from investments					
Interest	735	-	-	735	650
Sale of church assets	-	-	-	-	2,225
Investment income: total	735	-	-	735	2,875
Total incoming resources	133,215	-	7,888	141,103	197,324

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

3 RESOURCES EXPENDED (£)				2023	2022	
	Unrestricted funds	Designated funds	Restricted funds	Total Funds	Total Funds	
3(a) Costs of generating voluntary income						
Stewardship expenses, etc	2,413	-	-	2,413	219	
Our project - fundraising fees and costs	-	-	-	-	-	
	2,413	-	-	2,413	219	
3(b) Church activities						
Charitable donations	-	10,210	7,263	17,473	21,453	
Ministry:						
Parish Share and Deanery quota	84,192	-	-	84,192	84,192	
Parish priest's expenses	1,679	-	-	1,679	1,797	
Assisting priest's expenses	-	-	-	-	165	
Expenses of other ministers & laity	576	-	-	576	1,078	
	86,447	-	-	86,447	87,232	
Worship:						
Choir and music	1,332	-	-	1,332	1,031	
Altar requisites	599	-	-	599	965	
Flowers	96	-	-	96	73	
Other devotional material	815	-	-	815	36	
Baptism preparation	8	-	-	8	210	
	2,850	-	-	2,850	2,315	
Pastoral care:						
Marriage preparation	-	-	-	-	10	
Coffee/biscuits	347	-	-	347	251	
Other refreshments	219	-	-	219	231	
Parish nursing	369	-	-	369	1,821	
Pastoral care, general	97	-	-	97	96	
	1,032	-	-	1,032	2,409	
Faith development:						
Children's groups	120	-	-	120	120	
Confirmation classes	62	-	-	62	-	
Christian books for resale	386	-	-	386	298	
Bibles & books, not for resale	311	-	-	311	214	
Advent calendars, Easter eggs, shoe boxes	-	-	-	-	89	
	879	-	-	879	721	
Mission and evangelism:						
Alpha course	285	-	-	285	-	
Buggy buddies	160	-	-	160	-	
Other evangelism and mission	967	-	-	967	1,176	
Start course	-	-	-	-	-	
	1,412	-	-	1,412	1,176	
3(b) Church activities	c/f	92,620	10,210	7,263	110,093	115,306

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2023 Total Funds	2022 Total Funds
3(b) Church activities	b/f	92,620	10,210	7,263	110,093	115,306
Communication:						
Posters		10	-	-	10	-
Communication, other		225	-	-	225	363
		235	-	-	235	363
Church running expenses:						
Gas		1,586	-	-	1,586	2,397
Electricity		8,230	-	-	8,230	3,366
Water		269	-	-	269	238
Telephone		459	-	-	459	541
Internet services		161	-	-	161	126
		10,705	-	-	10,705	6,668
Church building, contents and land:						
Insurance		2,762	-	-	2,762	2,566
Movable fixtures, fittings & equipment		104	-	-	104	483
Building maintenance		3,378	-	-	3,378	2,690
Minor church building works		582	-	-	582	-
Upkeep of churchyard		838	-	-	838	936
Glebe land rent		287	-	-	287	287
		7,951	-	-	7,951	6,962
Contractual staff payments, honoraria:						
Organist		4,555	-	-	4,555	3,580
Gifts		250	-	-	250	771
		4,805	-	-	4,805	4,351
Support costs:						
Lease payments, photocopying costs		4,392	-	-	4,392	3,481
Stationery, postage etc n.e.s.		936	-	-	936	1,181
Treasurer's expenses		75	-	-	75	75
Bank charges		453	-	-	453	496
Our project - Consultancy fees		-	-	-	-	3,437
		5,856	-	-	5,856	8,670
Total cost of church activities		122,172	10,210	7,263	139,645	142,320
3(c) Governance costs						
Fees of independent examiner		1,140	-	-	1,140	1,080
3(d) Major capital expenditure						
Large items of church equipment		1,670	-	-	1,670	-
Major church repairs		-	-	-	-	27,118
Our project - Phase 1		-	-	-	-	1,916
Our project - Phase 2		-	-	-	-	148,464
Our project - Organ		-	-	3,125	3,125	4,450
		1,670	-	3,125	4,795	181,948
Total resources expended		127,395	10,210	10,388	147,993	325,567

Notes to the accounts for the year ended 31 December 2023

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2023 Total Funds	2022 Total Funds
Actual cost					
At 1 January 2023	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2023	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2023	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2023	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2023	-	-	-	-	-
At 31 December 2023	-	-	-	-	-

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2023 Total Funds	2022 Total Funds
Income tax recoverable	7,007	-	-	7,007	8,165
Other debtors	40	-	-	40	933
Total debtors	7,047	-	-	7,047	9,098

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2023 Total Funds	2022 Total Funds
Other creditors	-	-	-	-	4,193
Total creditors	-	-	-	-	4,193

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2023 Total Funds	2022 Total Funds
Tangible fixed assets	-	-	-	-	-
Debtors	7,047	-	-	7,047	9,098
Cash and short-term deposits	26,735	7,843	5,342	39,920	48,952
Current assets	33,782	7,843	5,342	46,967	58,050
Current liabilities	-	-	-	-	(4,193)
	33,782	7,843	5,342	46,967	53,857

9 SUMMARY OF FUND BALANCES (£)

SUMMARY OF FUND BALANCES (2)

	Movements in 2023				
	Balance at 31.12.22	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.23
Unrestricted funds					
General Fund	41,710	5,820	(13,748)	(7,928)	33,782
	41,710	5,820	(13,748)	(7,928)	33,782
Designated funds					
Charities Fund	6,479	(10,210)	11,574	1,364	7,843
Church Reordering Fund	-	-	-	-	-
	6,479	(10,210)	11,574	1,364	7,843
Restricted funds					
Upkeep of Church Building	-	-	-	-	-
Children's Work Fund	5,000	-	-	-	5,000
Other Restricted Subtotal	5,000	-	-	-	5,000
External Fund	-	(256)	256	-	-
Lent & Advent Appeals	668	(326)	-	(326)	342
Our Project	-	(1,918)	1,918	-	-
	5,668	(2,500)	2,174	(326)	5,342
Total funds	53,857	(6,890)	-	(6,890)	46,967

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2023	2022
Summary		
Fund balance at 31.12.2022	6,479	7,488
Incoming resources	-	-
Resources expended	(10,210)	(11,330)
Net surplus/(deficit)	(10,210)	(11,330)
Transfers to/(from) Charities Fund:		
From General Fund	12,000	10,380
From/(To) External Fund	(426)	(59)
Total transfers	11,574	10,321
Fund balance at 31.12.2023	7,843	6,479

Resources expended

Church activities

Donations:

Mr G and Mrs S Giles	3,900	3,900
Church and mission overseas	3,000	3,350
Church and mission in the UK	610	750
Secular charities overseas	600	740
Secular charities in the UK	2,100	2,590
Total resources expended	10,210	11,330

11 CHURCH REORDERING FUND (designated funds)

The Church Reordering Fund was established by the PCC during 2015 to hold funds donated or generated specifically for the church reordering project.

	2023	2022
Summary		
Fund balance at 31.12.2022	-	89,448
To Our project fund	-	(89,448)
Total transfers	-	(89,448)
Fund balance at 31.12.2023	-	-

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

12 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2023 the funds consists of £5,000 held for the Children's work (2022 - £5,000).

	2023	2022
Summary		
Fund balance at 31.12.2022	5,000	5,000
Incoming resources	-	-
Resources expended	-	-
Net surplus/(deficit)	-	-
Fund balance at 31.12.2023	5,000	5,000

13 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2023	2022
Summary		
Fund balance at 31.12.2022	-	-
Incoming resources	4,373	4,030
Resources expended	(4,629)	(4,089)
Net surplus/(deficit)	(256)	(59)
Transfers to/(from) External Fund:		
From/(To) Charities Fund	256	59
Total transfers	256	59
Fund balance at 31.12.2023	-	-

Incoming resources

Voluntary income

Collections for third parties

Total incoming resources

4,373	4,030
<u>4,373</u>	<u>4,030</u>

Resources expended

Charitable donations

Zimbabwe School

Donations to third parties

Total resources expended

180	180
4,449	3,909
<u>4,629</u>	<u>4,089</u>

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

14 LENT, ADVENT AND HARVEST APPEALS (restricted funds)

14(a) LENT APPEAL

	2023	2022
Fund balance at 31.12.2022	-	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	1,001	3,042
Donations, not by Gift Aid	125	651
Total incoming resources	<u>1,126</u>	<u>3,693</u>
Resources expended		
Charitable donations		
The British Red Cross	-	3,693
CPSL Mind	-	-
Alzheimers	1,020	-
Total resources expended	<u>1,020</u>	<u>3,693</u>
Fund balance at 31.12.2023	<u>106</u>	<u>-</u>

14(b) ADVENT APPEALS

	2023	2022
Fund balance at 31.12.2022	668	510
Incoming resources		
Voluntary income		
Donations, by Gift Aid	1,120	1,222
Donations, not by Gift Aid	62	106
Total incoming resources	<u>1,182</u>	<u>1,328</u>
Resources expended		
Charitable donations		
The British Red Cross	-	-
The Children's Society	1,615	1,170
Total resources expended	<u>1,615</u>	<u>1,170</u>
Fund balance at 31.12.2023	<u>235</u>	<u>668</u>

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2023

14(c) HARVEST APPEAL

	2023	2022
Fund balance at 31.12.2022	-	-
Incoming resources		
Voluntary income		
Donations received	-	1,171
Total incoming resources	-	1,171
Resources expended		
Charitable donations		
Donations made	-	1,171
Total resources expended	-	1,171
Transfer from General Fund	-	-
Fund balance at 31.12.2023	-	-

15 OUR PROJECT (restricted funds)

	2023	2022
Fund balance at 31.12.2022	-	9,354
Incoming resources		
Voluntary income		
Donations, standing orders by Gift Aid	974	4,092
Donations, cheques and cash by Gift Aid	-	550
Income tax recoverable	233	1,593
Grants	-	25,000
VAT rebates	-	23,745
Sale of assets	-	2,225
Total incoming resources	1,207	57,205
Resources expended		
Church activities		
Consultancy fees	-	3,437
Major capital expenditure		
Phase 1	-	1,916
Phase 2	-	148,464
Organ	3,125	4,450
Total resources expended	3,125	158,267
Transfers		
From designated church reordering fund	-	89,448
From general unrestricted fund	1,918	2,260
	1,918	91,708
Fund balance at 31.12.2023	-	-

PAROCHIAL CHURCH COUNCIL OF ST BOLOTPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2023, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply 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 Commission 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 under section 145 of the 2011 Act and to be found in the Church guidance, 2006 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 financial statements 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
 - to keep accounting records in accordance with section 130 of the 2011 Act: and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M A Jackson FCA DChA
Azets Audit Services Limited
Chartered Accountants

Westpoint
Lynch Wood
Peterborough
PE2 6FZ

Date:

Accounts

St Botolph's, Longthorpe

Report from The Parochial Church Council on the activities at St Botolph's in the year 2022



Introduction

St Botolph's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Jackie Bullen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is committed to enabling as many people as possible to worship at St Botolph's and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the commitment we have made to being a church which is open and welcoming to all people.

We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people in the community and parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of St Botolph's and monitor and review the finances over which we exercise stewardship.

Despite the difficulties and challenges presented as Phase 2 of the re-ordering took place, we have looked forward together and formed new and fruitful relationships across the whole of the church family.

Worship

The aim of the Worship Committee is to consider all aspects of our Worship at St Botolph's and to innovate, plan, review and suggest improvements or changes through-out the year. Due to the closure of the main area of the church building in January 2022, alternative arrangements were made.

In Church services -- the normal pattern of worship (i.e., three Sunday services, Midweek Eucharist on Wednesday and Thursday morning and Morning Prayer each weekday) has continued in the church building

whenever possible during this period. From the first week of January until March 2022 services were either held in the Village Hall or the cloister area of the church building. The serving team dealt wonderfully well with the demands of this, and all services went ahead as planned. Many people found that worship in a new and different setting was an interesting experience and allowed us to grow as a church family.

Opening the church building The church building was fully re-opened after a thorough clean by a team of

volunteers. It was good to be back in church ready for our Easter celebrations. Bishop Donald came to preside and preach at our Patronal Festival and service of Confirmation on Sunday 19th June.

Evening Prayer on Sundays and Morning Prayer on Monday-Saturday have both been celebrated via Zoom, with a steady and increased number of participants. MU also worshipped via Zoom as part of their monthly meetings when the church building was closed and later resumed meeting in church.

Children and Families

Sunday Family Worship

At the start of the year we were free to attend church in person again but with high cases of Omicron and the building work in church we continued our Sunday morning sessions on zoom. Worship continued to be lead and organised each week by one of the three Children's Ministers supported by the additional leaders and Rev Jackie where possible. This took place 10-10.30am each Sunday on zoom, with the addition of an 11am service in the church cloister on the 3rd Sunday.

This pattern continued until the end of March after which we were back into our newly reordered church building.

Once back in church we had family sessions in the cloister at the 9.30 services and continued with the Families Together services at 11am on the 3rd Sunday.

To plan the sessions, we continue to use a combination of the Roots worship material and other online resources, always referenced to the Gospel reading of the week as set out in the Common Worship Lectionary.

Each week we use the same structure of opening prayer, confession and creed followed by an activity and discussion based on the reading. We also had music on zoom where possible from YouTube.

Attendance on zoom had dropped off at the start of the year and since we have been back in church for the 9.30 services attendance is still quite erratic with some weeks having up to 10 people and other weeks no families at all. This is reflected in the wider church attendance.

At our 11am services it has been a similar story with an initially good attendance then a drop off and a gradual increase in numbers as the year progressed. It is helpful that these 11am services are usually supported with music from Jonathan and the Ukelele band, which adds to the atmosphere and enjoyment as well as the numbers.

Special Services & Events:

It was wonderful in late 2022 to bring back some of the special services we have held in previous years but it was difficult to judge how attendance might go.

We held our Christingle Service (which raises funds for The Children's Society) in December and although numbers were still relatively low when compared with pre covid times, it was good to see a mixture of families present, including many who do not normally come to the 9.30 service. This service was held in the evensong service time slot.



Ben, Faye, Angel and Jewel, who received their First Communion in April, with Bincy Shilo

Our Crib services also went ahead this year and were well attended both at the 3pm and 4.30pm sessions. For these we kept to the 'nativity from scratch' format with a slightly condensed narration.

We continue to look at ways to best serve our families and as we enter

into 2023 we have plans for family focussed events and will be considering our approach to all the special services throughout the year.

We really appreciate the dedication and commitment from the teams involved without whom these services and events would not be possible. Currently we have three leaders and four supports, and we are always looking to increase the number of leaders and supports within our family ministry team.

Baptisms, First Communion and Confirmation:

The Christening Team continued to be busy this year. Some time was spent visiting families, helping them to understand more about the church's teaching on baptism, supporting families as they prepare for their child's baptism and becoming a friend to the family. Some meetings with baptism families and Godparents have been conducted on Zoom which has proved popular with families with young children. We have been able to offer dates to all who wish their child to be baptised.

Four young people were admitted First Communion in April 2022.

11 young people were baptised in 2022. It is a privilege to walk this journey with them and their families.

Two confirmations were received in 2022.

Botolph's Buggy Buddies:

Buggy Buddies resumed meeting in September 2022 with a relaunch of the group. New leaders and additional volunteers came forward and we now have a regular team for each Friday. Building on the experience of the past we have developed the pattern of play from

10.30am to 11.30am followed by the 'song and story' session from 11.30am to 12 noon. The 'song and story' now has a Bible based theme for each half term which ties in with the craft activities for the week. Numbers are increasing and we are excited about this opportunity to build relationships with families from



Longthorpe and the wider area.

← The Buggy Buddies Team

Faith Development

The committee continued to seek to offer opportunities for members of the congregation to grow in faith. However following the pandemic and lockdown, it took a while for people to become comfortable joining in activities again. The curate, the Revd Mel Stanley joined the committee in July and it was hoped she would take over the chair, but unfortunately she had to resign her curacy due to illness.

Lent: The course on The Four Gospels by Bishop Donald was offered. It was run on Tuesday mornings in the Cloister and Wednesday evenings on Zoom. It was an extremely good course and those who attended engaged well with each session. Lent Cloister Lunches took place each Wednesday consisting of soup,

bread and fruit, ending with a Thought for the Day. These were well attended and valued.

Advent: A course based on Jane Williams' book 'Art for Advent' was run on Tuesday mornings and Wednesday evenings. It was found to be very enjoyable and helpful by those who attended.

The Library: It was possible to bring the Library in church back into use and some new books were bought.

Home Groups continued to meet, offering mutual support and encouragement in members' spiritual journey.

Cursillo: During 2022 Peterborough Cursillo has continued

to hold monthly group reunion meetings on zoom. These took place on the first Saturday of the month at 9am for an hour, enabling Cursillistas from all around the diocese to meet together and support each other.

At St Botolph's a group reunion for members of Cursillo started during 2022, meeting in the church bi-monthly with a bring and share lunch. This is open to all those who have attended a Cursillo weekend and people who would like to find out how Cursillo can help on our Christian journey.

In October 2022 Peterborough #14 took place at Launde Abbey where two members of St Botolph's church attended this weekend.

Pastoral Care

Throughout 2022 we had ten members on the Pastoral Team. We have been working hard to ensure that we care for the sick and housebound in our community. Recently we have added further support to the lonely and bereaved and those with memory problems and their carers.

Home communion has been offered following the Wednesday morning communion service and taken to those unable to get to church with two people going together.

A service has been taken into the Thorpe Wood Care Home every month and has forged strong links with the staff and residents. In turn the residents enjoyed their Christmas Carol service in Church, followed by tea and cake.

A monthly Cloister Lunch has been enjoyed by a great number of people where the food has been prepared by members of the pastoral team and other supporters.

The Games Afternoon started in 2022 fortnightly on a Tuesday

afternoon, many have enjoyed playing games of cards or board games with others.

The Coffee and Chat group continue to share news on zoom every Thursday morning.

The Talking and Walking group which was enjoyed through most of the year tailed off in September and those who had made friendships continued to meet as they were able.

The Parish Nursing service has been a source of support for those who are sick, those needing hospital visits and for signposting to statutory services. Visits have been made by appointment and helpful advice and support given by a Registered Health Professional. This continues to be an important part of our ministry to our community, especially reaching out to those who find themselves receiving difficult news about their health.

The Dementia Café at Thorpe Wood Care Home started in May and several the congregation have supported this on the 4th Thursday

of the month.

Two new ventures this year were Line Dancing sessions and a Guided Bike Ride.

The Book Box in the church porch has been much used by the community who are able to bring and swap books and jigsaws.

Bereavement Support Group:

The first contact with bereaved families is by the vicar. She passes on their contact details to the Bereavement Group for follow up when appropriate. This important ministry has continued with telephone

calls and emails being used to make contact. In person visits have been made where possible.

Marriage Preparation:

As most of our marriage couples do not live locally, marriage preparation is undertaken by the vicar on a one-to-one basis. Ongoing contact with couples is kept by the sending of anniversary cards by the Mothers' Union, sending the Easter, Harvest and Christmas Cards to them and offering them the opportunity to receive the daily emails sent out by the church.

Safeguarding

“St Botolph’s Church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all volunteers to share this commitment.”

Safeguarding has remained as high a priority as ever.

DBS checks have continued to be updated where required. DBS

checks and safeguarding training both need renewing after three years.

The online safeguarding dashboard continues to be updated and automatically submitted to the Diocese. I now attend a PCC meeting once every six months to report back to the PCC and the PCC continues to have safeguarding as a standing item on the agenda at

every meeting which helps to ensure its profile in St Botolph’s remains high. The PCC have adopted and renewed all policies required. A recent addition is for us to have a Social Media Statement.

All those who have been appointed to new posts within the Church have been recruited following safer recruitment procedures.

Ministry

The church’s regular pattern of worship changed considerably during 2022. In January, February and March some services were conducted in the cloister and a Sunday afternoon service of Holy Communion in the Village Hall. The serving team, wardens, musicians and congregation found the challenge of creating a worship space in a different location an interesting challenge. We gradually eased the provisions put in place due to Covid19 in line with recommendations from the Bishop.

The Rev’d Canon Grant Brockhouse has provided cover for services which is greatly appreciated.

The Revd Mel Stanley was appointed Assistant Curate at St Botolph’s following her ordination as deacon in June. Unfortunately, due to ill health, she has had to transfer her curacy to Oxford Diocese.

Pat Hope-Jones and Pat Hemsley retired from their Reader ministries in October. Their ministries have been greatly valued and they were

presented with gifts from the church family to show their appreciation.



Eddie Miller continues to develop her ministry as Lay Pastoral Minister

and Parish Nurse aiming to serve the people of the church, the wider community and parish.

Corinne Craymer continued to offer reflections on scripture and assist in leading worship. She completed a one-year part-time course with Peterborough Diocese and is now a licensed Lay Worship Leader. Her ministry continues to develop.



Shilo Varughese continued his part-time training with us as an Ordinand in Training. He was able to increase his involvement with the life of the church and parish and was ordained Deacon in Peterborough Cathedral in June. He is now serving his title as Assistant Curate with the Castor benefice.

The Ministry Leadership Team meet and pray regularly and continue to be committed to working together with the common aim of using our God-given gifts for the benefit of the church and the wider community. We hope to do this by constantly and consistently monitoring and evaluating the Church's ministry and making plans which will help to achieve the aims and objectives of the PCC. This, of course, has been different in 2022 from previous

years and has proved to be challenging and yet inspiring in many ways. Due to Phase 2 of the reordering work in the main church building we have had the opportunity to think more creatively about worship. The team have, however, made necessary adjustments to previous practices and developed new and different ways of working to try to achieve our aims as a united group. Supporting one another in prayer and practical ways has been more important than ever.

The Ministry Leadership Team along with Jonathan Craymer, Ann Green and Liz Medlock continued to work with the 'Leading your Church into Growth' initiative as a steering group to share their learning and ideas with the whole church.

Outreach

Mission & Evangelism/Events (MEET)

Coffee and Chat on Zoom has continued on Thursday mornings, as well as regular quizzes on Friday evenings, also on Zoom. Both are appreciated by regulars and serve a useful purpose.

We put on number of events during the year. These included the Just Desserts event and New Year's Day Lunch, which proved to be popular. Two concerts were also put on and catered for- Ukuleles for Ukraine and Classical Reflection which were both

well attended and made good use of our new space. Trips to the Key Theatre to see 'Jesus Christ Superstar' and the Pantomime were enjoyed by a cross section of our community.

A key part of our activity has been a deliberate shift to styling our larger outdoor events 'Longthorpe' events rather than just St Botolph's. We felt this was significant in our outreach to the wider community in the parish and included the Scarecrow Trail, the

Nativity Trail and the particularly successful Queen's Jubilee Picnic.

We also provided and served refreshments for a number of special services and other occasions, such as Shilo's farewell, and the Bishop's visit.

We are always open to new ideas, so if you have a proposal for a new venture – particularly those that reach out into the wider community, then please let us know.



The Queen's Jubilee Picnic

Outreach continued

Communications

Daily Mailings and the magazine.

Daily Mailings have become a very popular method of communication, effectively replacing the church magazine, so efforts to find a new editor have been stopped. We are very grateful to Pat Hope-Jones for all her work on the magazine in the past and on the Daily Mailings now. Pat is always grateful for contributions on any topic you think might be of interest.

Signage and posters

John Davis continues to keep poster boards up to date, tidy and attractive. We now have an arrangement with

other local churches to support each other by displaying posters etc.

Social media

The website, Facebook and Twitter continue to offer useful, alternative methods of communication. We follow the Diocesan social media policy of only using photos with consent or with no faces visible.

Seasonal cards

We have streamlined the process for the creation and distribution of the seasonal cards. Post-pandemic we have returned to putting most cards for distribution in the vestry. We have added two new rounds to those who

live out of parish in Netherton and Bretton and we are still posting cards to the other non-parish church members. Feedback indicates that the cards are an effective way of communicating.

Heritage

The church history booklet and A4 guided walk round the church have been rewritten to reflect the reordered church. Copies are in the cloister. An Excel spreadsheet of all the graves has also been created to make it easier to locate an individual plot. Plans to sort and archive old church documents are ongoing.

Christian Aid Week 15th – 21st May 2022

Christian Aid Week marks the annual fund-raising effort for the charity. In 2022 the focus of the fund-raising was the people of rural Zimbabwe, particularly women. Seven out of ten women rely on farming for income and food for their families, and more frequent and prolonged droughts in recent times have made their lives increasingly difficult. Christian Aid through its local partners supports women by supplying drought-resistant crops such as tomatoes, beans and cucumbers, by setting up water taps on farms to provide irrigation and by helping farmers to

make the best use of the water available. As a result, women who are better able to produce food become less reliant on outside help and are more confident about their children's futures.

For a second year a 'delivery only' envelope collection was held during Christian Aid Week. Thirty-two volunteers delivered envelopes to around 1,300 households in the parish, and once again Mohammad Arif was very happy for Longthorpe Post Office to be used as the collection point for the envelopes. A total of £1,570.58 was raised from

the Post Office collection and in addition £682.00 was donated online, both amounts including Gift Aid. For the first time the amount donated online could be identified this year through a named online donation page for the church. The grand total was £2,252.58 which will have made a significant contribution to improving the lives of many in rural Zimbabwe.

Many thanks are due to all those who helped with deliveries and made donations, to Mohammad Arif, and to Tony Huggins who counted and banked the proceeds.

Support

Church Fabric, Ornaments and Churchyard

2022 was another busy year building on the works done in 2021. Covid-19 continued to impact all aspects of church life, but this year's focus moved from lock down gradually back to the path of full worship.

The Phase 2 re-ordering works 'Our Project' was approved at the end of 2021 to be completed in several

phases. Phase 2 related to the work to the Nave/Side Aisles including the removal of the remaining pews, installation of the new sound system and painting of all walls and completion of the organ refurbishment. Norman Hall & Sons completed the refurbishment of the organ and re-commissioned it in its

new place in church. The new chairs were ordered and delivered to church, and they have provided to be a versatile means of seating.

The Fabric Committee continue to keep in touch and maintain oversight of the fabric of the church and the churchyard. The committee gained permission to complete the final

stonework tasks and roof repairs highlighted during the Quinquennial inspection. Weldon Stone (the company that carried out the work in 'Our Project') and John Lucas were invited to quote. John Lucas declined. The quote from Weldon was accepted £10,061 + VAT. Extra works were carried out amounting to £697.40. Total value £10,758.40 + VAT. The stonework task was completed in November 2022. Messenger and Claude Smith were invited to quote for the roof repair work. The quote from Claude Smith was accepted £11,840 + VAT. Work was started on 26 October 2022 and completed by 11 November 2022.

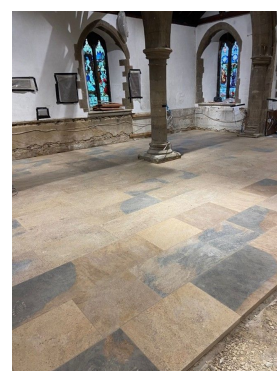
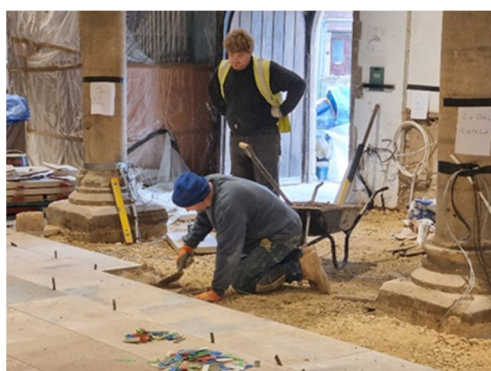
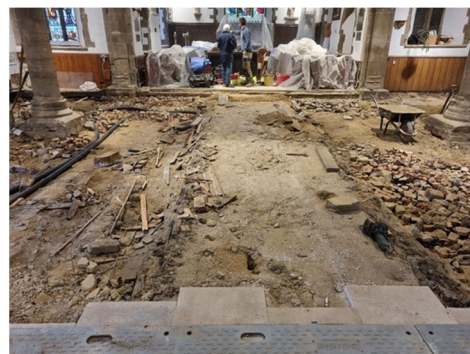
The work combined that which the quinquennial inspection report recommended be carried out within two years of July 2020 and that which was scheduled for being completed in later years. It was considered that this was the most economical way to carry out the work.

Health and safety inspections within and outside the church have been ongoing and when we have been allowed to open the church for various services the requirements for complying with the Government and Church of England requirements for Covid-19 have been maintained.

As decreed by Canon Law of the Church of England, an inventory check of ornaments and silverware, vestments and furniture belonging to St Botolph's, together with the Logbook was completed - all items were accounted for.

Our thanks go to the Fabric Committee and Chair, Geoff Sayers, also to the many volunteers for all the physical and practical work that has been done throughout a very difficult year. They keep the church and churchyard in such good order. Everyone ensures we have a safe and comfortable environment in which to hold our church services and other activities.

Phase 2 of Our Project



The versatility of the newly ordered church put to good use at the Ukuleles for Ukraine Concert and MU Strawberry Tea



Financial Review

Income

The total income in 2022 was £129,897 compared to £124,082 in 2021. This is an increase of £5,815. However, £67,427 was also received in 2022 for Our Project of which £25,000 was a grant and £23,745 VAT rebate. £2,225 came from the sale of assets and the balance from individuals.

In 2022 no legacies were received. The PCC have looked at the Church of England's recommendations regarding talking to people about making provision for the church in their will as a lasting legacy and formulated a Legacies Policy. The policy states that any cash legacy would be welcomed and used in line with the wishes of the donor. It has been very encouraging that those who give regularly by Standing Order or the envelope scheme have continued to support the church during 2022. However, it is essential for our financial well-being, our ability to continue to grow as a church and to reach out to those in need that we challenge ourselves year by year. We must consider this question - Is my giving at the right level today? Will it allow us to do what is needed here in Longthorpe and across the world to build the kingdom of God? Maybe considering 10% of our income or 'tithing' to the church and other charities is a good starting point.

The beautiful building we have is a blessing and the work undertaken will allow us to be able to use the

building in more and different ways in the future but there remains the requirement to be able to provide ongoing maintenance and improvement in order to make it fit for purpose in the years to come. We hope to develop and expand our outreach and extend our generosity to all those God has placed in our care.

As in previous years, Gift Aid is a vital part of our income being £22,919 in 2022.

Expenditure

Expenditure rose to £157,177 in 2022 from £129,938 in 2021. This was mainly due to the major church repairs needed. This was required as a result of the Quinquennial report which stated that work was needed on the church roof. The cost was £27,118.

Deficit

The deficit of expenditure over income for 2022 was £27,280 compared to a deficit of £5,856 in 2021. Although this is mainly due to the work needed on the fabric of the building, we cannot become complacent about our financial situation. Our reserves are £41,710 and therefore we cannot afford to repeat the pattern of deficits year on year.

As in 2021, many of our regular givers have died or moved away during 2022 and this has had a significant effect on our regular income. New members of the

church are encouraged to consider their level of giving.

We received a machine from Peterborough Diocese which allows people to give electronically. Unfortunately, the machine is not always reliable and may have to be replaced if the issues cannot be resolved. It has however, at times, provided a facility for some people and we remain hopeful that it will provide a method for visitors to make donations when visiting the church and those attending weddings, funerals and baptisms. We must remain hopeful that our regular committed giving will increase in 2023 to provide enough for the church to be a presence as the Church of England in Longthorpe and join with God's mission to His world. In the past St Botolph's has held an Annual Stewardship Campaign. We have not done this for 2 years but plans are in place for 2023.

Reserves Policy

The Finance Team and the PCC have agreed a reserves policy in line with the recommendations of Peterborough Diocese.

Legacies Policy

The Finance Team created and presented a legacies policy to the PCC in line with guidance received from the Church of England. The PCC adopted the policy.

Administrative Information

St Botolph's Church is situated in Thorpe Road, Longthorpe, Peterborough. It lies within the Deanery of Peterborough, in the Diocese of Peterborough.

Correspondence is addressed to:

The Revd Jackie Bullen, 315 Thorpe Road, Peterborough PE3 6LU. (e-mail: jacqbullen@aol.com)

The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Botolph, Longthorpe is a charity registered with the Charity Commission, number 1131670. The charity's trustees are the members of the PCC.

PCC members who have served from 1 January 2022 to the date this report was approved are listed in Appendix 1, together with details of the PCC's bankers and independent examiner. A statement of Trustees' responsibilities is at Appendix 3.

Structure, Governance and Management

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956. The appointment of PCC members is governed by and set out in the Church Representation Rules. These rules provide that certain persons are ex officio members of the PCC: the Vicar, the Churchwardens, the elected representatives on Peterborough Deanery Synod and such other members of the Deanery and/or Diocesan Synod who are on the Church Electoral Roll. The rules also provide that there be a number of elected representatives of the laity on the PCC, who shall hold office from the conclusion of the annual meeting (APCM) at which they were elected to the conclusion of the third APCM thereafter.

In addition –

the APCM on 20 April 2010 resolved that Readers had the right to be appointed to the PCC if they wished;

the APCM on 29 April 2008 resolved that the number of elected representatives of the laity on the PCC be 9;

the APCM on 24 April 2007 resolved that no elected representative of the laity may hold office for more than six years continuously after the date of the APCM at which he/she was elected.

Appendix 1: Details of PCC Members, Bankers and Independent Examiner

PCC members who have served from 24th May 2022 until the date this report was approved are:

Vicar	The Revd Jackie Bullen (Chairman)
Readers	Pat Hemsley, Pat Hope-Jones
Churchwardens	Chris Wren, Robert Noyes (Vice Chairman)
Elected representatives on Peterborough Deanery Synod	Corinne Craymer, Jonathan Craymer, Liz Medlock (to retire 2023)
Elected at APCM 2022	Tim Ellingham, Jackie Last, Mike Sampson (to retire 2025)
Elected at APCM 2021	Edwina Miller, Alyson Mitchell, Michael Taylor (to retire 2024)
Elected at APCM 2020	Yvette Magri, Daphne Mair, Julie Tate (to retire 2023)
PCC Treasurer	Tim Ellingham
PCC Secretary	Alyson Mitchell
Safeguarding Officer	Claire Drake
Electoral Roll Officer	Daphne Mair
Bankers	Barclays Bank plc, PO Box 294, 1 Church Street, Peterborough PE11EZ
Independent Examiner	Azets, Ruthlyn House, 90 Lincoln Road, Peterborough PE1 2SP

Appendix 2: Membership of PCC Committees

PCC committees

As required under the Church Representation Rules, the PCC has a Standing Committee, which has the power to transact the business of the PCC between meetings. The Vicar and Churchwardens are ex officio members of the Standing Committee.

In addition the PCC has established eight committees to conduct identified areas of business. Each has its own terms of reference. The Vicar is an ex officio member of every PCC Committee. The Committees report regularly to the PCC. At 31st December 2022 the membership of each Committee was as below:

Standing Committee: The Revd Jackie Bullen (Chair), Bob Noyes, Chris Wren, Tim Ellingham (Treasurer)
Alyson Mitchell (Secretary), Jonathan Craymer, Yvette Magri.

Worship Committee: The Revd Jackie Bullen (Chair), Corinne Craymer, Jonathan Craymer, John Davis, Anne Davis, Ann Green, Pat Hemsley, Pat Hope-Jones, the Revd Barbara Howitt, Barbara King, Alison Sampson, Mike Sampson, Julie Tate, Linda Verdegem, Chris Wren

Faith Development: The Revd Jackie Bullen (Chair), the Revd Barbara Howitt, Corinne Craymer, Pat Hemsley, Pat Hope-Jones, Elaine Hunt, Yvette Magri, Liz Medlock, Marjorie Peck, Julie Tate

Mission/Evangelism The Revd Jackie Bullen (Chair), Anne Davis, John Davis, Jackie Last, Yvette Magri,
Events Committee: Eddie Miller, Liz Medlock, Bob Noyes, Jane Pawley, Mike Sampson, Bridget Steele, Julie Tate, Michael Taylor, Chris Wren.

Fabric Committee: Bob Noyes (Chair), the Revd Jackie Bullen, Chris Wren, Vince Magri.

Finance Committee: The Revd Jackie Bullen (Chair), Tim Ellingham (Treasurer), Alan Eldred (Gift Aid Secretary), Jan Baines

Pastoral Committee: Eddie Miller, Lay Pastoral Minister and Parish Nurse (Chair), the Revd Jackie Bullen, Liz Eldred, Ann Green, Elaine Hunt, Sheila Barker, Phil Hemsley, Liz Medlock, Jackie Last

Communications Jane Hogg (Chair), Revd Jackie Bullen, Jonathan Craymer, Steve Collins,
Committee: John Davis, Pat Hope-Jones, Daphne Mair, Suzie Robinson

Appendix 3: Statement of Trustees' Responsibility

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

The law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

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PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2022, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply 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 Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

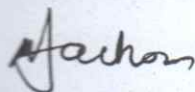
Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 of the 2011 Act and to be found in the Church guidance, 2006 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 financial statements 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
 - to keep accounting records in accordance with section 130 of the 2011 Act: and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



M A Jackson FCA DChA
Azets Holdings Limited
Accountants

Date: 4.7.2023

Ruthlyn House
90 Lincoln Road
Peterborough
PE1 2SP

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2022

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	120,140	-	65,202	185,342	254,593
Activities for generating funds	2(b)	125	-	-	125	1,346
Income from church activities	2(c)	8,982	-	-	8,982	8,443
Income from investments	2(d)	650	-	2,225	2,875	4,158
TOTAL INCOME		129,897	-	67,427	197,324	268,540
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	219	-	-	219	5,386
Church activities	3(b)	117,430	11,330	13,560	142,320	129,678
Governance costs	3(c)	1,080	-	-	1,080	1,020
Major capital expenditure	3(d)	27,118	-	154,830	181,948	128,279
TOTAL RESOURCES EXPENDED		145,847	11,330	168,390	325,567	264,363
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		(15,950)	(11,330)	(100,963)	(128,243)	4,177
Transfers between funds		(12,640)	(79,127)	91,767	-	-
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		(28,590)	(90,457)	(9,196)	(128,243)	4,177
Unrealised gains/(losses) on investments	5(b)	-	-	-	-	-
NET MOVEMENT IN FUNDS		(28,590)	(90,457)	(9,196)	(128,243)	4,177
Balances brought forward at 1 January	9	70,300	96,936	14,864	182,100	177,923
Balances carried forward at 31 December		41,710	6,479	5,668	53,857	182,100

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
Investments	5(b)	-	-
		<u>-</u>	<u>-</u>
CURRENT ASSETS			
Debtors and prepayments	6	9,098	6,438
Short term deposits		20,735	45,371
Cash in hand and at bank		28,217	130,888
		<u>58,050</u>	<u>182,697</u>
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	(4,193)	(597)
		<u>(4,193)</u>	<u>(597)</u>
NET CURRENT ASSETS		53,857	182,100
TOTAL NET ASSETS	8	<u>53,857</u>	<u>182,100</u>
CHURCH FUNDS			
Unrestricted funds:			
General Fund		41,710	70,300
Designated funds:			
Charities Fund	10	6,479	7,488
Church Reordering Fund	11	-	89,448
		<u>6,479</u>	<u>96,936</u>
Restricted funds:			
Church Reordering Fund		-	-
Upkeep of Church Building		-	-
Children's Work Fund		5,000	5,000
Other restricted Funds	12	5,000	5,000
External Fund	13	-	-
Lent/Advent Appeals Fund	14	668	510
Our Project Fund	15	-	9,354
		<u>5,668</u>	<u>14,864</u>
TOTAL CHURCH FUNDS		<u>53,857</u>	<u>182,100</u>

Approved by the Parochial Church Council on 25th April '23 and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

A Mitchell, PCC Secretary

J Bullen
T Ellingham
A Mitchell

Notes to the accounts for the year ended 31 December 2022

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources.

The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

Notes to the accounts for the year ended 31 December 2022

2 INCOMING RESOURCES (£)

	Unrestricted funds	Designated funds	Restricted funds	Total 2022	Total 2021
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	74,677	-	4,092	78,769	77,848
envelopes and other	3,799	-	550	4,349	94,920
	78,476 ¹	-	4,642	83,118	172,768
Planned giving, ineligible for Gift Aid:					
standing orders	1,660	-	-	1,660	2,578
	1,660 ¹	-	-	1,660	2,578
Collections at services:					
by Gift Aid	413	-	-	413	49
not by Gift Aid	1,485	-	-	1,485	1,031
For third parties, not Gift Aid	-	-	5,201	5,201	531
	1,898 ³	-	5,201	7,099	1,611
Donations and all other giving:					
Once-off donations by Gift Aid	12,896	-	3,586	16,482	6,551
Wall safe	359	-	-	359	98
Sundry other donations, not by GA	399	-	1,435	1,834	1,646
	13,654 ⁴	-	5,021	18,675	8,295
Gift Aid recoverable from HMRC:					
on planned giving	21,096	-	1,593	22,689	42,644
on small donations by GASDS	1,823	-	-	1,823	873
	22,919 ⁵	-	1,593	24,512	43,517
Other voluntary income:					
Grants	1,476 ⁸	-	25,000	26,476	15,250
VAT rebate	57 ⁸	-	23,745	23,802	10,574
	1,533	-	48,745	50,278	25,824
Voluntary incoming resources: total	120,140 ^{TOTAL}	-	65,202	185,342	254,593
2(b) Activities for generating funds					
Photocopying charges	-	-	-	-	21
Use of church premises	125	-	-	125	1,325
Fund-generating activities: total	125 ⁹	-	-	125	1,346
2(c) Income from church activities					
Fees (for funerals, weddings etc)	5,118 ¹¹	-	-	5,118	7,603
Breakfast, lunches and Harvest meal	646 ¹²	-	-	646	41
Sales of books	866 ¹²	-	-	866	438
Other income	2,352 ¹²	-	-	2,352	361
Income from church activities: total	8,982	-	-	8,982	8,443
2(d) Income from investments					
Interest	650	-	-	650	766
Sale of church assets	-	-	2,225	2,225	3,392
Investment income: total	650 ¹⁰	-	2,225	2,875	4,158
Total incoming resources	129,897	-	67,427	197,324	268,540

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2022

3 RESOURCES EXPENDED (£)		Unrestricted funds	Designated funds	Restricted funds	2022 Total Funds	2021 Total Funds	
3(a) Costs of generating voluntary income							
Stewardship expenses, etc		219	-	-	219	120	
Our project - fundraising fees and costs		-	-	-	-	5,266	
		219	17	-	219	5,386	
3(b) Church activities							
Charitable donations		-	18	11,330	10,123	21,453	13,632
Ministry:							
Parish Share and Deanery quota		84,192	19	-	-	84,192	84,193
Parish priest's expenses		1,797	21	-	-	1,797	1,159
Assisting priest's expenses		165	21	-	-	165	241
Expenses of other ministers & laity		1,078	21	-	-	1,078	165
		87,232	-	-	-	87,232	85,758
Worship:							
Choir and music		1,031	-	-	-	1,031	1,010
Altar requisites		965	-	-	-	965	334
Flowers		73	-	-	-	73	23
Other devotional material		36	-	-	-	36	350
Baptism preparation		210	-	-	-	210	171
		2,315	22	-	-	2,315	1,888
Pastoral care:							
Marriage preparation		10	-	-	-	10	53
Coffee/biscuits		251	-	-	-	251	70
Other refreshments		231	-	-	-	231	108
Parish nursing		1,821	-	-	-	1,821	1,495
Pastoral care, general		96	-	-	-	96	6
		2,409	22	-	-	2,409	1,732
Faith development:							
Children's groups		120	-	-	-	120	-
Christian books for resale		298	-	-	-	298	552
Bibles & books, not for resale		214	-	-	-	214	239
Advent calendars, Easter eggs, shoe boxes		89	-	-	-	89	81
		721	22	-	-	721	872
Mission and evangelism:							
Other evangelism and mission		1,176	-	-	-	1,176	528
Start course		-	-	-	-	-	45
		1,176	22	-	-	1,176	573
3(b) Church activities		c/f	93,853	11,330	10,123	115,306	104,455

Notes to the accounts for the year ended 31 December 2022

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2022 Total Funds	2021 Total Funds
3(b) Church activities	b/f	93,853	11,330	10,123	115,306	104,455
Communication:						
Posters		-	-	-	-	246
Communication, other		363	-	-	363	554
		363	25	-	363	800
Church running expenses:						
Gas		2,397	-	-	2,397	2,311
Electricity		3,366	-	-	3,366	1,858
Water		238	-	-	238	96
Telephone		541	-	-	541	380
Internet services		126	-	-	126	168
		6,668	24	-	6,668	4,813
Church building, contents and land:						
Insurance		2,566	-	-	2,566	2,559
Movable fixtures, fittings & equipment		483	-	-	483	484
Building maintenance		2,690	-	-	2,690	3,116
Minor church building works		-	-	-	-	1,194
Upkeep of churchyard		936	-	-	936	1,156
Glebe land rent		287	-	-	287	287
		6,962	23	-	6,962	8,796
Contractual staff payments, honoraria:						
Organist		3,580	20	-	3,580	1,094
Gifts		771	21	-	771	549
		4,351	-	-	4,351	1,643
Support costs:						
Lease payments, photocopying costs		3,481	21	-	3,481	3,069
Stationery, postage etc n.e.s.		1,181	21	-	1,181	1,244
Treasurer's expenses		75	21	-	75	150
Bank charges		496	23	-	496	462
Our project - Consultancy fees		-	-	3,437	3,437	4,246
		5,233	-	3,437	8,670	9,171
Total cost of church activities		117,430	11,330	13,560	142,320	129,678
3(c) Governance costs						
Fees of independent examiner		1,080	23	-	1,080	1,020
3(d) Major capital expenditure						
Loss on sale of Investments		-	-	-	-	583
Large items of church equipment		-	-	-	-	3,783
Major church repairs		27,118	27	-	27,118	-
Our project - Phase 1		-	-	1,916	1,916	97,263
Our project - Phase 2		-	-	148,464	148,464	-
Our project - Organ		-	-	4,450	4,450	26,650
		27,118	27	154,830	181,948	128,279
Total resources expended		145,847	11,330	168,390	325,567	264,363

Notes to the accounts for the year ended 31 December 2022

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2022 Total Funds	2021 Total Funds
Actual cost					
At 1 January 2022	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2022	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2022	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2022	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2022	-	-	-	-	-
At 31 December 2022	-	-	-	-	-

(b) Investments

	2022	2021
Market value 1 January 2022	-	95,282
Unrealised revaluation gain	-	-
Disposal of Investments	-	(95,282)
Market value at 31 December 2022	-	-

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
Income tax recoverable	8,165	-	-	8,165	6,438
Other debtors	933	-	-	933	-
Total debtors	9,098	-	-	9,098	6,438

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
Other creditors	-	-	4,193	4,193	597
Total creditors	-	-	4,193	4,193	597

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2022

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
Tangible fixed assets	-	-	-	-	-
Investments	-	-	-	-	-
Fixed assets	-	-	-	-	-
Debtors	9,098	-	-	9,098	6,438
Cash and short-term deposits	32,612	6,479	9,861	48,952	176,259
Current assets	41,710	6,479	9,861	58,050	182,697
Current liabilities	-	-	(4,193)	(4,193)	(597)
	41,710	6,479	5,668	53,857	182,100

9 SUMMARY OF FUND BALANCES (£)

	Movements in 2022				
	Balance at 31.12.21	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.22
Unrestricted funds					
General Fund	70,300	(15,950)	(12,640)	(28,590)	41,710
	70,300	(15,950)	(12,640)	(28,590)	41,710
Designated funds					
Charities Fund	7,488	(11,330)	10,321	(1,009)	6,479
Church Reordering Fund	89,448	-	(89,448)	(89,448)	-
	96,936	(11,330)	(79,127)	(90,457)	6,479
Restricted funds					
Upkeep of Church Building	-	-	-	-	-
Children's Work Fund	5,000	-	-	-	5,000
Other Restricted Subtotal	5,000	-	-	-	5,000
External Fund	-	(59)	59	-	-
Lent & Advent Appeals	510	158	-	158	668
Our Project	9,354	(101,062)	91,708	(9,354)	-
	14,864	(100,963)	91,767	(9,196)	5,668
Total funds	182,100	(128,243)	-	(128,243)	53,857

Notes to the accounts for the year ended 31 December 2022

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2022	2021
Summary		
Fund balance at 31.12.2021	7,488	8,207
Incoming resources	-	-
Resources expended	(11,330)	(11,539)
Net surplus/(deficit)	(11,330)	(11,539)
Transfers to/(from) Charities Fund:		
From General Fund	10,380	11,000
From/(To) External Fund	(59)	(180)
Total transfers	10,321	10,820
Fund balance at 31.12.2022	6,479	7,488

Resources expended

Church activities

Donations:

Mission partners overseas	1,870	1,870
Mr G and Mrs S Giles	3,900	4,119
Church and mission overseas	1,480	1,480
Church and mission in the UK	750	740
Secular charities overseas	740	2,590
Secular charities in the UK	2,590	740
Total resources expended	11,330	11,539

11 CHURCH REORDERING FUND (designated funds)

The Church Reordering Fund was established by the PCC during 2015 to hold funds donated or generated specifically for the church reordering project.

	2022	2021
Summary		
Fund balance at 31.12.2021	89,448	89,448
To Our project fund	(89,448)	-
Total transfers	(89,448)	-
Fund balance at 31.12.2022	-	89,448

Notes to the accounts for the year ended 31 December 2022

12 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2022 the funds consists of £Nil for the upkeep of the Church building (2021 - £Nil) and £5,000 held for the Children's work (2021 - £5,000).

	2022	2021
Summary		
Fund balance at 31.12.2021	5,000	6,000
Incoming resources	-	-
Resources expended	-	(1,000)
Net surplus/(deficit)	-	(1,000)
Fund balance at 31.12.2022	5,000	5,000

Resources expended

Church building, contents and land

Building maintenance

Total resources expended

-	1,000
-	1,000

13 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2022	2021
Summary		
Fund balance at 31.12.2021	-	-
Incoming resources	4,030	531
Resources expended	(4,089)	(711)
Net surplus/(deficit)	(59)	(180)
Transfers to/(from) External Fund:		
From/(To) Charities Fund	59	180
Total transfers	59	180
Fund balance at 31.12.2022	-	-

Incoming resources

Voluntary income

Collections for third parties

Total incoming resources

4,030	531
4,030	531

Resources expended

Charitable donations

Zimbabwe School

Donations to third parties

Total resources expended

180	180
3,909	531
4,089	711

Notes to the accounts for the year ended 31 December 2022

14 LENT, ADVENT AND HARVEST APPEALS (restricted funds)

14(a) LENT APPEAL

	2022	2021
Fund balance at 31.12.2021	-	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	3,042	510
Donations, not by Gift Aid	651	128
Total incoming resources	3,693	638
Resources expended		
Charitable donations		
The British Red Cross	3,693	-
CPSL Mind	-	638
Total resources expended	3,693	638
Fund balance at 31.12.2022	-	-

14(b) ADVENT APPEALS

	2022	2021
Fund balance at 31.12.2021	510	744
Incoming resources		
Voluntary income		
Donations, by Gift Aid	1,222	470
Donations, not by Gift Aid	106	40
Total incoming resources	1,328	510
Resources expended		
Charitable donations		
The British Red Cross	-	744
The Children's Society	1,170	-
Total resources expended	1,170	744
Fund balance at 31.12.2022	668	510

Notes to the accounts for the year ended 31 December 2022

14(c) HARVEST APPEAL	2022	2021
Fund balance at 31.12.2021	-	-
Incoming resources		
Voluntary income		
Donations received	1,171	-
Total incoming resources	1,171	-
Resources expended		
Charitable donations		
Donations made	1,171	-
Total resources expended	1,171	-
Transfer from General Fund	-	-
Fund balance at 31.12.2022	-	-
15 OUR PROJECT (restricted funds)	2022	2021
Fund balance at 31.12.2021	9,354	-
Incoming resources		
Voluntary income		
Donations, standing orders by Gift Aid	4,092	3,344
Donations, cheques and cash by Gift Aid	550	90,435
Donations, other not by Gift Aid	-	625
Income tax recoverable	1,593	19,831
Grants	25,000	15,250
VAT rebates	23,745	9,902
Sale of assets	2,225	3,392
Total incoming resources	57,205	142,779
Resources expended		
Costs of generating voluntary income		
Fundraising fees	-	5,000
Fundraising costs	-	266
Church activities		
Consultancy fees	3,437	4,246
Major capital expenditure		
Phase 1	1,916	97,263
Phase 2	148,464	-
Organ	4,450	26,650
Total resources expended	158,267	133,425
Transfers		
From designated church reordering fund	89,448	-
From general unrestricted fund	2,260	-
	91,708	-
Fund balance at 31.12.2022	-	9,354

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

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PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2022, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply 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 Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

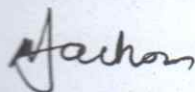
Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145 of the 2011 Act and to be found in the Church guidance, 2006 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 financial statements 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
 - to keep accounting records in accordance with section 130 of the 2011 Act: and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



M A Jackson FCA DChA
Azets Holdings Limited
Accountants

Date: 4.7.2023

Ruthlyn House
90 Lincoln Road
Peterborough
PE1 2SP

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2022

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	120,140	-	65,202	185,342	254,593
Activities for generating funds	2(b)	125	-	-	125	1,346
Income from church activities	2(c)	8,982	-	-	8,982	8,443
Income from investments	2(d)	650	-	2,225	2,875	4,158
TOTAL INCOME		129,897	-	67,427	197,324	268,540
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	219	-	-	219	5,386
Church activities	3(b)	117,430	11,330	13,560	142,320	129,678
Governance costs	3(c)	1,080	-	-	1,080	1,020
Major capital expenditure	3(d)	27,118	-	154,830	181,948	128,279
TOTAL RESOURCES EXPENDED		145,847	11,330	168,390	325,567	264,363
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		(15,950)	(11,330)	(100,963)	(128,243)	4,177
Transfers between funds		(12,640)	(79,127)	91,767	-	-
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		(28,590)	(90,457)	(9,196)	(128,243)	4,177
Unrealised gains/(losses) on investments	5(b)	-	-	-	-	-
NET MOVEMENT IN FUNDS		(28,590)	(90,457)	(9,196)	(128,243)	4,177
Balances brought forward at 1 January	9	70,300	96,936	14,864	182,100	177,923
Balances carried forward at 31 December		41,710	6,479	5,668	53,857	182,100

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2022

	Note	2022 £	2021 £
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
Investments	5(b)	-	-
		<u>-</u>	<u>-</u>
CURRENT ASSETS			
Debtors and prepayments	6	9,098	6,438
Short term deposits		20,735	45,371
Cash in hand and at bank		28,217	130,888
		<u>58,050</u>	<u>182,697</u>
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	(4,193)	(597)
		<u>(4,193)</u>	<u>(597)</u>
NET CURRENT ASSETS		53,857	182,100
TOTAL NET ASSETS	8	<u>53,857</u>	<u>182,100</u>
CHURCH FUNDS			
Unrestricted funds:			
General Fund		41,710	70,300
Designated funds:			
Charities Fund	10	6,479	7,488
Church Reordering Fund	11	-	89,448
		<u>6,479</u>	<u>96,936</u>
Restricted funds:			
Church Reordering Fund		-	-
Upkeep of Church Building		-	-
Children's Work Fund		5,000	5,000
Other restricted Funds	12	5,000	5,000
External Fund	13	-	-
Lent/Advent Appeals Fund	14	668	510
Our Project Fund	15	-	9,354
		<u>5,668</u>	<u>14,864</u>
TOTAL CHURCH FUNDS		<u>53,857</u>	<u>182,100</u>

Approved by the Parochial Church Council on 25th April '23 and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

A Mitchell, PCC Secretary

J Bullen
T Ellingham
A Mitchell

Notes to the accounts for the year ended 31 December 2022

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

Notes to the accounts for the year ended 31 December 2022

2 INCOMING RESOURCES (£)

	Unrestricted funds	Designated funds	Restricted funds	Total 2022	Total 2021
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	74,677	-	4,092	78,769	77,848
envelopes and other	3,799	-	550	4,349	94,920
	78,476 ¹	-	4,642	83,118	172,768
Planned giving, ineligible for Gift Aid:					
standing orders	1,660	-	-	1,660	2,578
	1,660 ¹	-	-	1,660	2,578
Collections at services:					
by Gift Aid	413	-	-	413	49
not by Gift Aid	1,485	-	-	1,485	1,031
For third parties, not Gift Aid	-	-	5,201	5,201	531
	1,898 ³	-	5,201	7,099	1,611
Donations and all other giving:					
Once-off donations by Gift Aid	12,896	-	3,586	16,482	6,551
Wall safe	359	-	-	359	98
Sundry other donations, not by GA	399	-	1,435	1,834	1,646
	13,654 ⁴	-	5,021	18,675	8,295
Gift Aid recoverable from HMRC:					
on planned giving	21,096	-	1,593	22,689	42,644
on small donations by GASDS	1,823	-	-	1,823	873
	22,919 ⁵	-	1,593	24,512	43,517
Other voluntary income:					
Grants	1,476 ⁸	-	25,000	26,476	15,250
VAT rebate	57 ⁸	-	23,745	23,802	10,574
	1,533	-	48,745	50,278	25,824
Voluntary incoming resources: total	120,140 ^{TOTAL}	-	65,202	185,342	254,593
2(b) Activities for generating funds					
Photocopying charges	-	-	-	-	21
Use of church premises	125	-	-	125	1,325
Fund-generating activities: total	125 ⁹	-	-	125	1,346
2(c) Income from church activities					
Fees (for funerals, weddings etc)	5,118 ¹¹	-	-	5,118	7,603
Breakfast, lunches and Harvest meal	646 ¹²	-	-	646	41
Sales of books	866 ¹²	-	-	866	438
Other income	2,352 ¹²	-	-	2,352	361
Income from church activities: total	8,982	-	-	8,982	8,443
2(d) Income from investments					
Interest	650	-	-	650	766
Sale of church assets	-	-	2,225	2,225	3,392
Investment income: total	650 ¹⁰	-	2,225	2,875	4,158
Total incoming resources	129,897	-	67,427	197,324	268,540

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2022

3 RESOURCES EXPENDED (£)		Unrestricted funds	Designated funds	Restricted funds	2022 Total Funds	2021 Total Funds	
3(a) Costs of generating voluntary income							
Stewardship expenses, etc		219	-	-	219	120	
Our project - fundraising fees and costs		-	-	-	-	5,266	
		219	17	-	219	5,386	
3(b) Church activities							
Charitable donations		-	18	11,330	10,123	21,453	13,632
Ministry:							
Parish Share and Deanery quota		84,192	19	-	-	84,192	84,193
Parish priest's expenses		1,797	21	-	-	1,797	1,159
Assisting priest's expenses		165	21	-	-	165	241
Expenses of other ministers & laity		1,078	21	-	-	1,078	165
		87,232	-	-	-	87,232	85,758
Worship:							
Choir and music		1,031	-	-	-	1,031	1,010
Altar requisites		965	-	-	-	965	334
Flowers		73	-	-	-	73	23
Other devotional material		36	-	-	-	36	350
Baptism preparation		210	-	-	-	210	171
		2,315	22	-	-	2,315	1,888
Pastoral care:							
Marriage preparation		10	-	-	-	10	53
Coffee/biscuits		251	-	-	-	251	70
Other refreshments		231	-	-	-	231	108
Parish nursing		1,821	-	-	-	1,821	1,495
Pastoral care, general		96	-	-	-	96	6
		2,409	22	-	-	2,409	1,732
Faith development:							
Children's groups		120	-	-	-	120	-
Christian books for resale		298	-	-	-	298	552
Bibles & books, not for resale		214	-	-	-	214	239
Advent calendars, Easter eggs, shoe boxes		89	-	-	-	89	81
		721	22	-	-	721	872
Mission and evangelism:							
Other evangelism and mission		1,176	-	-	-	1,176	528
Start course		-	-	-	-	-	45
		1,176	22	-	-	1,176	573
3(b) Church activities		c/f	93,853	11,330	10,123	115,306	104,455

Notes to the accounts for the year ended 31 December 2022

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2022 Total Funds	2021 Total Funds
3(b) Church activities	b/f	93,853	11,330	10,123	115,306	104,455
Communication:						
Posters		-	-	-	-	246
Communication, other		363	-	-	363	554
		363	25	-	363	800
Church running expenses:						
Gas		2,397	-	-	2,397	2,311
Electricity		3,366	-	-	3,366	1,858
Water		238	-	-	238	96
Telephone		541	-	-	541	380
Internet services		126	-	-	126	168
		6,668	24	-	6,668	4,813
Church building, contents and land:						
Insurance		2,566	-	-	2,566	2,559
Movable fixtures, fittings & equipment		483	-	-	483	484
Building maintenance		2,690	-	-	2,690	3,116
Minor church building works		-	-	-	-	1,194
Upkeep of churchyard		936	-	-	936	1,156
Glebe land rent		287	-	-	287	287
		6,962	23	-	6,962	8,796
Contractual staff payments, honoraria:						
Organist		3,580	20	-	3,580	1,094
Gifts		771	21	-	771	549
		4,351	-	-	4,351	1,643
Support costs:						
Lease payments, photocopying costs		3,481	21	-	3,481	3,069
Stationery, postage etc n.e.s.		1,181	21	-	1,181	1,244
Treasurer's expenses		75	21	-	75	150
Bank charges		496	23	-	496	462
Our project - Consultancy fees		-	-	3,437	3,437	4,246
		5,233	-	3,437	8,670	9,171
Total cost of church activities		117,430	11,330	13,560	142,320	129,678
3(c) Governance costs						
Fees of independent examiner		1,080	23	-	1,080	1,020
3(d) Major capital expenditure						
Loss on sale of Investments		-	-	-	-	583
Large items of church equipment		-	-	-	-	3,783
Major church repairs		27,118	27	-	27,118	-
Our project - Phase 1		-	-	1,916	1,916	97,263
Our project - Phase 2		-	-	148,464	148,464	-
Our project - Organ		-	-	4,450	4,450	26,650
		27,118	27	154,830	181,948	128,279
Total resources expended		145,847	11,330	168,390	325,567	264,363

Notes to the accounts for the year ended 31 December 2022

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2022 Total Funds	2021 Total Funds
Actual cost					
At 1 January 2022	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2022	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2022	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2022	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2022	-	-	-	-	-
At 31 December 2022	-	-	-	-	-

(b) Investments

	2022	2021
Market value 1 January 2022	-	95,282
Unrealised revaluation gain	-	-
Disposal of Investments	-	(95,282)
Market value at 31 December 2022	-	-

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
Income tax recoverable	8,165	-	-	8,165	6,438
Other debtors	933	-	-	933	-
Total debtors	9,098	-	-	9,098	6,438

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
Other creditors	-	-	4,193	4,193	597
Total creditors	-	-	4,193	4,193	597

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2022

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
Tangible fixed assets	-	-	-	-	-
Investments	-	-	-	-	-
Fixed assets	-	-	-	-	-
Debtors	9,098	-	-	9,098	6,438
Cash and short-term deposits	32,612	6,479	9,861	48,952	176,259
Current assets	41,710	6,479	9,861	58,050	182,697
Current liabilities	-	-	(4,193)	(4,193)	(597)
	41,710	6,479	5,668	53,857	182,100

9 SUMMARY OF FUND BALANCES (£)

	Movements in 2022				
	Balance at 31.12.21	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.22
Unrestricted funds					
General Fund	70,300	(15,950)	(12,640)	(28,590)	41,710
	70,300	(15,950)	(12,640)	(28,590)	41,710
Designated funds					
Charities Fund	7,488	(11,330)	10,321	(1,009)	6,479
Church Reordering Fund	89,448	-	(89,448)	(89,448)	-
	96,936	(11,330)	(79,127)	(90,457)	6,479
Restricted funds					
Upkeep of Church Building	-	-	-	-	-
Children's Work Fund	5,000	-	-	-	5,000
Other Restricted Subtotal	5,000	-	-	-	5,000
External Fund	-	(59)	59	-	-
Lent & Advent Appeals	510	158	-	158	668
Our Project	9,354	(101,062)	91,708	(9,354)	-
	14,864	(100,963)	91,767	(9,196)	5,668
Total funds	182,100	(128,243)	-	(128,243)	53,857

Notes to the accounts for the year ended 31 December 2022

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2022	2021
Summary		
Fund balance at 31.12.2021	7,488	8,207
Incoming resources	-	-
Resources expended	(11,330)	(11,539)
Net surplus/(deficit)	(11,330)	(11,539)
Transfers to/(from) Charities Fund:		
From General Fund	10,380	11,000
From/(To) External Fund	(59)	(180)
Total transfers	10,321	10,820
Fund balance at 31.12.2022	6,479	7,488

Resources expended

Church activities

Donations:

Mission partners overseas	1,870	1,870
Mr G and Mrs S Giles	3,900	4,119
Church and mission overseas	1,480	1,480
Church and mission in the UK	750	740
Secular charities overseas	740	2,590
Secular charities in the UK	2,590	740
Total resources expended	11,330	11,539

11 CHURCH REORDERING FUND (designated funds)

The Church Reordering Fund was established by the PCC during 2015 to hold funds donated or generated specifically for the church reordering project.

	2022	2021
Summary		
Fund balance at 31.12.2021	89,448	89,448
To Our project fund	(89,448)	-
Total transfers	(89,448)	-
Fund balance at 31.12.2022	-	89,448

Notes to the accounts for the year ended 31 December 2022

12 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2022 the funds consists of £Nil for the upkeep of the Church building (2021 - £Nil) and £5,000 held for the Children's work (2021 - £5,000).

	2022	2021
Summary		
Fund balance at 31.12.2021	5,000	6,000
Incoming resources	-	-
Resources expended	-	(1,000)
Net surplus/(deficit)	-	(1,000)
Fund balance at 31.12.2022	5,000	5,000

Resources expended

Church building, contents and land

Building maintenance

Total resources expended

-	1,000
-	1,000

13 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2022	2021
Summary		
Fund balance at 31.12.2021	-	-
Incoming resources	4,030	531
Resources expended	(4,089)	(711)
Net surplus/(deficit)	(59)	(180)
Transfers to/(from) External Fund:		
From/(To) Charities Fund	59	180
Total transfers	59	180
Fund balance at 31.12.2022	-	-

Incoming resources

Voluntary income

Collections for third parties

Total incoming resources

4,030	531
4,030	531

Resources expended

Charitable donations

Zimbabwe School

Donations to third parties

Total resources expended

180	180
3,909	531
4,089	711

Notes to the accounts for the year ended 31 December 2022

14 LENT, ADVENT AND HARVEST APPEALS (restricted funds)

14(a) LENT APPEAL

	2022	2021
Fund balance at 31.12.2021	-	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	3,042	510
Donations, not by Gift Aid	651	128
Total incoming resources	3,693	638
Resources expended		
Charitable donations		
The British Red Cross	3,693	-
CPSL Mind	-	638
Total resources expended	3,693	638
Fund balance at 31.12.2022	-	-

14(b) ADVENT APPEALS

	2022	2021
Fund balance at 31.12.2021	510	744
Incoming resources		
Voluntary income		
Donations, by Gift Aid	1,222	470
Donations, not by Gift Aid	106	40
Total incoming resources	1,328	510
Resources expended		
Charitable donations		
The British Red Cross	-	744
The Children's Society	1,170	-
Total resources expended	1,170	744
Fund balance at 31.12.2022	668	510

Notes to the accounts for the year ended 31 December 2022

14(c) HARVEST APPEAL	2022	2021
Fund balance at 31.12.2021	-	-
Incoming resources		
Voluntary income		
Donations received	1,171	-
Total incoming resources	1,171	-
Resources expended		
Charitable donations		
Donations made	1,171	-
Total resources expended	1,171	-
Transfer from General Fund	-	-
Fund balance at 31.12.2022	-	-
15 OUR PROJECT (restricted funds)		
	2022	2021
Fund balance at 31.12.2021	9,354	-
Incoming resources		
Voluntary income		
Donations, standing orders by Gift Aid	4,092	3,344
Donations, cheques and cash by Gift Aid	550	90,435
Donations, other not by Gift Aid	-	625
Income tax recoverable	1,593	19,831
Grants	25,000	15,250
VAT rebates	23,745	9,902
Sale of assets	2,225	3,392
Total incoming resources	57,205	142,779
Resources expended		
Costs of generating voluntary income		
Fundraising fees	-	5,000
Fundraising costs	-	266
Church activities		
Consultancy fees	3,437	4,246
Major capital expenditure		
Phase 1	1,916	97,263
Phase 2	148,464	-
Organ	4,450	26,650
Total resources expended	158,267	133,425
Transfers		
From designated church reordering fund	89,448	-
From general unrestricted fund	2,260	-
	91,708	-
Fund balance at 31.12.2022	-	9,354

Accounts

St Botolph's, Longthorpe

Report from The Parochial Church Council on the activities at St Botolph's in the year 2021

INTRODUCTION

St Botolph's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Jackie Bullen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is committed to enabling as many people as possible to worship at St Botolph's and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the commitment we have made to being a church which is open and welcoming to all people.

We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people in the community and parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of St Botolph's and monitor and review the finances over which we exercise stewardship.

Despite the difficulties and changes experienced due to COVID 19, this has been a year of progress and looking forward for St Botolph's with new initiatives being undertaken and existing projects being developed.

WORSHIP

Worship Committee:

The aim of the Worship Committee is to consider all aspects of our Worship at St Botolph's and to innovate, plan, review and suggest improvements or changes through-out the year. The continuing pandemic in 2021 has necessitated significant changes.

In Church services -- the normal pattern of worship (i.e. three Sunday services, Midweek Eucharist on Wednesday and Thursday morning and Morning Prayer each week day) has continued in the church building whenever possible during this period. When pandemic restrictions made this impossible or unsafe, the pattern has largely continued virtually.

Opening the church building – The building has been opened for Private Prayer when possible and kept clean by a team of volunteers.

Virtual worship -- Sunday services have been celebrated and presented in the following ways;

- Recorded live in front of a socially distanced congregation.
- Recorded live without a congregation and with a limited number of ministers.

All of these services have been posted on the church's Facebook page and YouTube (Longthorpe Church).

Evening Prayer on Sundays and Morning Prayer on Monday-Saturday have both been celebrated via Zoom, with a steady and increased number of participants. Compline was also shared via this method as part of our Advent discipline. MU also worshipped via Zoom as part of their monthly meetings when the church building was closed.

Children and Families:

Sunday Family Worship

At the start of the year we again found ourselves in lockdown but thankfully now well versed in our provision of Zoom based Sunday worship with the families. The worship continued to be lead and organised by one of the three Children's Ministers supported by the additional leaders and Rev Jackie where possible. This took place at 10-10.30am each Sunday. We had a flexible time after the session to chat about the week and get an update on how the families have been.

To plan the sessions we used a combination of the Roots worship material and other online resources and always referenced to the Gospel reading of the week as set out in the Common Worship Lectionary.

Each week we used the same structure of opening prayer, confession and creed followed by an activity and discussion based on the reading. We also began to add in music where possible from YouTube.

Attendance had usually been 15-30 people but this dropped off in the summer as the church began to re-open for in person worship. At that time we had not restarted the in church children's groups.

In September we were excited to offer a new 11am Families Together service in church, using the same format as the zoom session and follow this up with a discussion on where the families would like to go next. It had become clear that the zoom sessions had given us an opportunity to worship together with whole families, whereas our 'pre covid' model in church had been for the children (usually without parents) to come out into the cloister for their sessions. It was important to know how the families wanted to continue.

After this session we entered a new phase of children's groups in the Cloister at the 9.30 using our usual format on three Sundays and to have one Sunday per month as an 11am Families Together service (sometimes with Communion). This continued to work well from September to December until the very high levels of Omicron variant led us to rethink our (short term) plans.

Special Services and events:

COVID has sadly meant some of our special services and events were again not possible in 2021.

We did hold our Christingle Service in December and although numbers were lower than previous years and we had a slightly different format due to COVID it was good to see some families present that we had not seen in church for quite some time.

We had planned for our Crib services to be held in church, but sadly at the last minute we agreed to cancel these due to the sudden surge in Covid Omicron cases.

We very much appreciate the dedication and commitment from the teams involved without whom these services and events would not be possible. It has been another challenging but inspiring year in our Families Worship provision, bringing about change in response to what we have learned over these unusual times.

Baptisms, First Communion and Confirmation:

Due to the limitations placed upon us by the pandemic, we have not admitted anyone to First Communion in 2021 but we have a list of young people who are looking forward to exploring this possibility in 2022.

The Christening Team were busy this year in a different way from past years. Some time was spent visiting families, helping them to understand more about the church's teaching on baptism, supporting families as they prepare for their child's baptism and becoming a friend to the family. There has also been a role for team members of supporting families as they wait for possible dates for baptisms to become available and keeping contact with them during this time. The team welcomed two new members.

Eleven young people were baptised in 2021. It is a privilege to walk this journey with them and their families.

No confirmations were received in 2021 but we look forward to being able to offer this in 2022.

Botolph's Buggy Buddies:

Buggy Buddies has not been able to meet in 2021 but we have kept in touch with our families through regular e-mails in which we have sent a child friendly message to the children and suggested an action song to sing with their parents. We then asked them to say our Buggy Buddies' prayer and to sing our goodbye song.

We look forward to restarting the group in 2022.

FAITH DEVELOPMENT

Faith Development Committee

The pandemic continued to present challenges in 2021 for all aspects of life in the church, including Faith Development; however we had learned from our experience in 2020 and were able to continue to present most opportunities virtually.

Lent: We had a **Lent Book Group** looking at 'Living His Story' by Hannah Steele on Zoom led by Julie Tate. 19 people attended most weeks and engaged well with the book and discussion in break-out groups. There was a short service of **Compline** on Zoom each evening which was appreciated by those who attended, many of whom would not have gone out at 9pm to attend a service in church. **'Forty Acts for Lent'** in both adult and family format proved popular. Anne Davis distributed a series called **'Travelling from Palm Sunday to Easter'** to families by email, which was well received.

Easter: as the church was closed efforts were made to take Easter outside the church building with a wooden cross by the road, June Vajda's banners and the Easter garden outside the Cloister. A pre-recorded '**Songs of Praise on Easter Day**' was made available on Facebook and YouTube which could be watched at any time and shared with friends and family.

A **START course** was offered on Zoom beginning in April. The only participants were family of church members living away from Peterborough. Those leading the course learned more about how best to present it and hope to run it again in church in the future. The **Library** continued to offer books in the Swap Box in the porch. Pat Hemsley and Shilo Varughese ran a **Quiet Morning** on the Holy Spirit on Zoom on 8th May. Participants particularly enjoyed being encouraged to be creative in some of the quiet time. **Home Groups** continued to meet as they were able offering mutual support and encouragement in members' spiritual journey.

Cursillo

Peterborough Cursillo, which covers Peterborough Diocese, started monthly meetings on zoom this year which some members have attended. It has been a very positive way to keep in touch and to support each other on our Christian journey. These take place on the first Saturday of the month at 9am and last for an hour. As members of the British Anglican Cursillo Council we were unable this year to hold the Peterborough #14 Cursillo weekend at Launde Abbey due to Covid, but new dates, 7th -9th October are in place for 2022.

PASTORAL CARE

The Pastoral Committee aims to encourage all members of St Botolph's Church community to respond to the needs of the congregation and parish in obedience to Jesus' command to love one another as He loved us (John 13 v.34).

The Pastoral Committee consists of 10 members. An additional group of volunteers joined as helpers during the lockdown. This enabled every member of the congregation to have contact with someone from Church. During 2021 Pastoral care and Nursing advice continued to those sick, disabled and housebound. A risk assessment was drawn up for any visiting and the safety of those accepting a visit maintained under government Covid guidelines. Doorstep visits were done when lockdowns were in force

The Pastoral helpers continued to make regular telephone contact with the members of the congregation that enjoy or need this contact. The helpers are asked to pass any concerns or news to the Revd Jackie or Eddie Miller, whilst maintaining confidentiality.

On 24th August 2021 we held a service of thanksgiving for the pastoral care given and for those for whom they cared. Several members of our congregation have died and are sadly missed, bereavement support is offered by members of the team to widows or families if local. All who had been bereaved were invited to the Service of Loving Remembrance which was on Zoom and this was well received.

The Christmas Prayer Tree was in church on the Saturday before Christmas; this was much appreciated by those who came on the day and added to over the Christmas period by those who came into church.

Home communion has been taken to the vulnerable and very ill and is now regularly offered once per month.

Contact with Thorpe Wood Care home has been maintained, though sadly we could not go in for most of the year. However since October a communion service has been celebrated with them each month. The residents were invited to a Church Carol Service before Christmas and enjoyed tea and cake and singing in the cloister afterwards.

The Talking and Walking group resumed in October and continues on Thursdays fortnightly.

Monthly Cloister lunches restarted in October.

The Wednesday Coffee and Chat zoom meeting continues to be a jolly time to get together, and the Swap Box for books and puzzles, located in the church porch, has been much used and appreciated by many in the community.

Safeguarding:

'St Botolph's Church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all volunteers to share this commitment.'

As with all other Church life, safeguarding has continued to be slightly different during the past year owing to the pandemic, however, it has remained as high a priority as ever.

Face to face training has not taken place but has been offered online via the Diocese. DBS checks have continued to be updated where required. The online safeguarding audit continues to be automatically submitted to the Diocese and the PCC continues to have safeguarding as a standing item on the agenda at every meeting which helps to ensure its profile in St Botolph's remains high. The Parish Safeguarding Officer presented her report at the PCC meeting in September. It is the intention that such a presentation update will take place each year in this month. She also attended training regarding Safer Recruitment to ensure that due policy and procedure is followed at St Botolph's.

Bereavement Support Group:

The first contact with bereaved families is by the vicar. She passes on their contact details to the Bereavement Group for follow up when appropriate. This important ministry has continued with telephone calls and emails being used to make contact.

Marriage Preparation:

As most of our marriage couples do not live locally, marriage preparation is undertaken by the vicar on a one to one basis. Ongoing contact with couples is kept by the sending of anniversary cards by the Mothers' Union, sending the Easter, Harvest and Christmas Cards to them and offering them the opportunity to receive the daily emails sent out by the church.

MINISTRY

The church's regular pattern of worship has changed considerably during 2021 but there has been an act of worship made available most Sundays on the church's Facebook page and YouTube channel.

The Rev'd Ray Hemingray and Rev'd Canon Grant Brockhouse have also provided cover for services and funeral ministry which is greatly appreciated.

Pat Hope-Jones and Pat Hemsley continued in their Reader ministries. Due to the changing needs of the church and parish and their own circumstances, their roles have adapted to make best use of their gifts and talents which they bring to their roles.

Eddie Miller continues to develop her ministry as Lay Pastoral Minister and Parish Nurse aiming to serve the people of the church, the wider community and parish.

Corinne Craymer is using her skills in preparing a weekly reflection on a Psalm which is made available through the daily emails, offering reflections on scripture and assisting in leading worship. She started a one year part-time Worship Leaders' course with Peterborough Diocese in September.

Shilo Varughese continued his part-time training with us as an Ordinand in Training. He lives in the parish with his wife and two children. He is now in the second year of his time at St Botolph's. He is training on a mixed mode basis, overseen by St Mellitus College. Shilo spends three days a week studying with the college and three days a week with us at St Botolph's. He has preached, prayed, read for and lead some services. His involvement will change and increase during his time with us. This type of training relies on the trainee being fully involved in the life and work of the church and we look forward to greater opportunities for this in 2022.

The Ministry Leadership Team meet and pray regularly and continue to be committed to working together with the common aim of using our God-given gifts for the benefit of the church and the wider community. We hope to do this by constantly and consistently monitoring and evaluating the Church's ministry and making plans for the future which will help to achieve the aims and objectives of the PCC. This, of course, has been different in 2021 from previous years and has proved to be challenging in many ways. Changes have been forced upon us and we have had to react quickly and decisively as the Government and Diocesan Bishop directed us to. The team have, however, made necessary adjustments to previous practices and developed new and different ways of working to try to achieve our aims as a united group. Supporting one another in prayer and practical ways has been more important than ever.

The Ministry Leadership Team along with Jonathan Craymer, Ann Green and Liz Medlock continued to work with the 'Leading your Church into Growth' initiative as a steering group to share their learning and ideas with the whole church.

OUTREACH

Mission and Evangelism Committee and Events Committee:

The work of the Mission and Evangelism Committee and Events Committee has remained to strive to work with and alongside other committees at St Botolph's to make our Church a welcoming, friendly and spiritual place, not only for our

congregation but for those who are yet to discover the joy of being a Christian. The focus of both committees is outreach.

As these two committees found their work overlapped and the membership was very similar, it was decided that the best way forward would be to combine them. This has worked well.

Coffee and Chat on Zoom has continued, now on Thursday mornings, as well as regular quizzes on Friday evenings, also on Zoom, led by Mike Sampson and Julie Tate. Both of these are appreciated by regulars. Anne and John Davis also revived 'Ways with Words'.

The recorded 'Creative Fridays' films, available on Facebook and YouTube, have been watched and appreciated by many. These have mainly been organised by Mike and Maggie Taylor who also presented another lovely 'Hymns and Pimms', this time visiting other people's gardens.

The St Botolph's 'Bake Off' and Photography competitions we organised were another way we found to keep church members linked to each other. The 'Longthorpe's Got Talent' online event revealed many hidden abilities and was most enjoyable. We also played our part in the Heritage Open Day.

Our biggest successes in recent months were the Scarecrow Trail in September and the combined Nativity Trail and Carols on the (Church) Green. These both brought together many people from the parish and beyond as well as church members

Communications Committee:

Communications during the pandemic/ Reordering: Audit March 2021

An audit was conducted in March to monitor the communications used in the church, especially during the challenging times of the closure of the church due to the pandemic and reordering. This established that 252 people receive Daily Mailings and 15 households the weekly printed pack. In February 2021 458 visitors made 835 visits to the website with the most visited pages being the World War Two Memories, Who's Who and Re-ordering bulletins. St Botolph's Facebook page had 249 followers of Jackie's daily posts and Twitter had 26 followers. The noticeboards in the porch and outside the church were kept up to date, with seasonal posters when other activities were impossible.

Seasonal cards

1450 cards are printed and were delivered as usual at Easter, Harvest and Christmas to every household in the parish. 74 were posted to church members who live out of the parish. The system was refined during the year so that two new rounds of people who live just outside the parish in South Bretton and Netherton were created and their cards delivered by hand.

Heritage Open Day 2021

It was a great pleasure to be able to open the church on Saturday 11th September when restrictions eased. Great care was taken with refreshments which were served out of doors, with throwaway cups and wrapped cakes and biscuits. The displays in the church were organised so that visitors could be guided round a one-way system to encourage social distancing. There were displays on how Phase 1 of Our Project had gone and plans for Phase 2, as well as items on church life now. The shorter church

history was updated, and the history of the special features of St Botolph's war memorials and stained-glass windows reused. The day attracted 140 visitors, mostly from the local area, of whom 40% were not church members.

Christian Aid Week 2021

Christian Aid Week 2021 focused on fund-raising for people in rural communities in Kenya where drought has become more frequent and intense, resulting in crop failure and food shortages for many people. In 2020, drought was followed by heavy rainfall and flooding in some parts of the country, causing further crop damage. Christian Aid partner organisations are helping communities to build dams or rock catchments near their homes, so that women and children no longer need to walk long distances to collect water, and families have a reliable water supply.

Because of Covid concerns and Christian Aid's move towards phasing out house-to-house collections, we tried 'delivery only' with a central collection point for the first time. Mohammad Arif at Longthorpe Post Office was very happy for the latter to be used as the collection point, and so envelopes were delivered to addresses in the parish with an invitation for people either to leave a donation at the Post Office or to donate online. Thirty-five volunteers came forward, allowing deliveries of envelopes to some roads that had not been covered for many years. A total of £1,713.46 was raised, including £303.50 Gift Aid. This does not include an unknown amount donated online. The result was a wonderful demonstration of people's generosity in difficult times, reflected throughout the country as £5 million was raised nationally.

Many thanks are due to Mohammad Arif, all those who helped with deliveries and made donations, and Tony Huggins who counted and banked the proceeds.

SUPPORT

Fabric Committee

Our Project

At the end of 2020 the decision was made to proceed with the work in two phases.

Phase 1 related to the work to the West End, Chancel and Sanctuary. In January Norman Hall & Sons dismantled the organ and transported it to their works for a complete overhaul and improvement.

Rachael Church of Church's Consultancy was appointed to advise us on fund raising and grant applications. A working document titled 'Honouring our Past, Looking to the Future' was adopted.

Tenders were invited for the work and that received from Weldon Stone was the most competitive. Work was started at the end of February.

The pews and furnishings were offered for sale which generated a total of £3392.

The work to Phase 1, including the rebuilding of the organ, was successfully completed by the end of August.

At its meeting on 02 December the PCC unanimously decided that sufficient funds were available to proceed with **Phase 2** - the work to the Nave and side Aisles. The tender from Weldon Stone was accepted for commencement early in the new year.

The Church

Thanks to our volunteers who are responsible for cleaning throughout the church and toilet areas who have kept everything spick and span for us.

The Churchyard

The annual gutter cleaning and minor maintenance work was carried out by Messrs John Lucas.

A tree survey was carried out in May which highlighted various works required. The old shed was replaced by a new shed which is providing more useful storage space.

Thanks to the team of volunteers who work tirelessly to keep the churchyard in such good order.

Health & Safety

All statutory testing of installations is up to date including fire alarm, emergency lighting, fire extinguishers, lightning conductor, roof alarm and the gas boilers.

FINANCIAL REVIEW

Income

The total income in 2021 was £124,082 compared to £138,097 in 2020. This is a decrease of £14,015.

However, £144,458 was received for Our Project which is an amazingly generous sum the vast majority of which came from individuals. Other funds came from grants, VAT reclaims and sale of pews.

In 2021 one legacy was received which was for Our Project. The PCC have looked at the Church of England's recommendations regarding talking to people about making provision for the church in their will as a lasting legacy and formulating a Legacies Policy.

It has been very encouraging that those who give regularly by Standing Order or the envelope scheme have continued to support the church during 2021. However, it is essential for our financial well-being, our ability to continue to grow as a church and to reach out to those in need that we challenge ourselves year by year. We must consider this question - Is my giving at the right level today? Will it allow us to do what is needed here in Longthorpe and across the world to build the kingdom of God? Maybe considering 10% of our income or 'tithing' to the church and other charities is a good starting point.

The beautiful building is a blessing and the work undertaken will allow us to be able to use the building in more and different ways in the future but there remains the requirement to be able to provide ongoing maintenance and improvement in order to make it fit for purpose in the years to come. We hope to develop and expand our outreach and extend our generosity to all those God has placed in our care.

As in previous years, Gift Aid is a vital part of our income being £23,686 in 2021.

Expenditure

Expenditure rose to £129,938 in 2021 from £126,622 in 2020. This was mainly due to the increased costs of electricity and a new shed.

Deficit

The deficit of expenditure over income for 2021 was £5,856 compared to an excess of £11,475 in 2020. We cannot become complacent about our financial situation. Many of our regular givers have died or moved away during 2021 and this has had a

significant effect on our regular income. We have been accepted by Peterborough Diocese to receive a machine which will allow people to give electronically. We hope this will provide a method for visitors to make donations when visiting the church and those attending weddings, funerals and baptisms.

We must remain hopeful that our regular committed giving will increase in 2022 to provide enough for the church to be a presence as the Church of England in Longthorpe and join with God's mission to His world. In the past St Botolph's has held an Annual Stewardship Campaign. We have not done this for 2 years but need to plan one for 2022.

Reserves Policy

The Finance Team and the PCC have agreed a reserves policy in line with the recommendations of Peterborough Diocese.

Legacies Policy

The Finance Team is currently considering a legacies policy in line with guidance received from the Church of England.

ADMINISTRATIVE INFORMATION

St Botolph's Church is situated in Thorpe Road, Longthorpe, Peterborough. It lies within the Deanery of Peterborough, in the Diocese of Peterborough.

Correspondence is addressed to:

The Revd Jackie Bullen, 315 Thorpe Road, Peterborough PE3 6LU. (e-mail: jacqbullen@aol.com)

The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Botolph, Longthorpe is a charity registered with the Charity Commission, number 1131670. The charity's trustees are the members of the PCC.

PCC members who have served from 1 January 2021 to the date this report was approved are listed in Appendix 1, together with details of the PCC's bankers and independent examiner. A statement of Trustees' responsibilities is at Appendix 3.

STRUCTURE, MANAGEMENT AND GOVERNANCE

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956. The appointment of PCC members is governed by and set out in the Church Representation Rules. These rules provide that certain persons are ex officio members of the PCC: the Vicar, the Churchwardens, the elected representatives on Peterborough Deanery Synod and such other members of the Deanery and/or Diocesan Synod who are on the Church Electoral Roll. The rules also provide that there be a number of elected representatives of the laity on the PCC, who shall hold office from the conclusion of the annual meeting (APCM) at which they were elected to the conclusion of the third APCM thereafter.

In addition –

the APCM on 20 April 2010 resolved that Readers had the right to be appointed to the PCC if they wished;

the APCM on 29 April 2008 resolved that the number of elected representatives of the laity on the PCC be 9;

the APCM on 24 April 2007 resolved that no elected representative of the laity may hold office for more than six years continuously after the date of the APCM at which he/she was elected.

Appendix 1: Details of PCC Members, Electoral Roll and Safeguarding Officers, Bankers and Independent Examiner

PCC members who have served from 27th May 2021 until the date this report was approved are:

Vicar	The Revd Jackie Bullen (Chairman)
Readers	Pat Hemsley, Pat Hope-Jones
Churchwardens	Chris Wren, Robert Noyes (Vice Chairman)
Elected representatives on Peterborough Deanery Synod	Corinne Craymer, Jonathan Craymer, Liz Medlock (to retire 2023)
Elected at APCM 2021	Edwina Miller, Alyson Mitchell, Michael Taylor (to retire 2024)
Elected at APCM 2020	Yvette Magri, Daphne Mair, Julie Tate (to retire 2023)
Elected at APCM 2019 (to retire 2022)	Tim Ellingham, Mike Sampson, Rowena Sampson (to retire 2022)
PCC Treasurer	Suzie Robinson served as Treasurer until a PCC meeting on 4 th February 2021 when she retired from the role and Tim Ellingham was elected to the role.
PCC Secretary	Liz Eldred served as Secretary until a PCC meeting on 4 th February 2021 at which she retired from the role and Alyson Mitchell was elected to the role.
Safeguarding Officer	Claire Drake
Electoral Roll Officer	Daphne Mair
Bankers Peterborough PE11EZ	Barclays Bank plc, PO Box 294, 1 Church Street,
Independent Examiner PE1 2SP	Azets, Ruthlyn House, 90 Lincoln Road, Peterborough

Appendix 2: Membership of PCC Committees

PCC committees

As required under the Church Representation Rules, the PCC has a Standing Committee, which has the power to transact the business of the PCC between meetings. The Vicar and Churchwardens are ex officio members of the Standing Committee.

In addition the PCC has established eight committees to conduct identified areas of business. Each has its own terms of reference. The Vicar is an ex officio member of every PCC Committee. The Committees report regularly to the PCC. At 31st December 2021 the membership of each Committee was as below:

Standing Committee: The Revd Jackie Bullen (Chair), Bob Noyes, Chris Wren, Tim Ellingham (Treasurer)
Alyson Mitchell (Secretary), Jonathan Craymer, Yvette Magri, Ann Green

Worship Committee: The Revd Jackie Bullen (Chair), Corinne Craymer, Jonathan Craymer, John Davis, Anne Davis, Ann Green, Pat Hemsley, Pat Hope-Jones, the Revd Barbara Howitt, Barbara King, Alison Sampson, Mike Sampson, Julie Tate, Linda Verdegem, Chris Wren

Faith Development Committee Pat Hope-Jones (Chair) the Revd Jackie Bullen, the Revd Barbara Howitt,
Corinne Craymer, Pat Hemsley, Elaine Hunt, Yvette Magri, Liz Medlock,
Marjorie Peck, Julie Tate

Mission/Evangelism The Revd Jackie Bullen (Chair), Jan Bains, Sheila Barker, Brian Green, Pam Hendry,

Events Committee: Yvette Magri, Eddie Miller, Jane Pawley, Mike Sampson, Bridget Steele, Julie Tate, Michael Taylor, Chris Wren.

Fabric Committee: Geoff Sayers (Chair), the Revd Jackie Bullen, John Davis, Alan Eldred, Tim Ellingham, Brian Green, Jane Hogg, Daphne Mair, David Newman, Bob Noyes, Helen Wallace, Chris Wren

Finance Committee: The Revd Jackie Bullen (Chair), Tim Ellingham (Treasurer), Alan Eldred (Gift Aid Secretary), Jan Baines, Rowena Sampson

Pastoral Committee: Eddie Miller, Lay Pastoral Minister and Parish Nurse (Chair), the Revd Jackie Bullen, Corinne Craymer. Liz Eldred, Ann Green, Elaine Hunt, Sheila Barker, Phil Hemsley, Liz Medlock, Jackie Last

Communications Committee: Jane Hogg (Chair), Revd Jackie Bullen, Jonathan Craymer, Steve Collins, John Davis, Pat Hope-Jones, Daphne Mair, Suzie Robinson, Rowena Sampson

Appendix 3: Statement of Trustees' Responsibility

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

The law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

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PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2021, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply 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 Commission 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 under section 145 of the 2011 Act and to be found in the Church guidance, 2006 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 financial statements 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

- to keep accounting records in accordance with section 130 of the 2011 Act: and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M A Jackson FCA DChA
Azets Holdings Limited
Accountants

Date:

Ruthlyn House
90 Lincoln Road
Peterborough
PE1 2SP

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2021

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	113,527	-	141,066	254,593	127,998
Activities for generating funds	2(b)	1,346	-	-	1,346	510
Income from church activities	2(c)	8,443	-	-	8,443	6,898
Income from investments	2(d)	766	-	3,392	4,158	2,691
TOTAL INCOME		124,082	-	144,458	268,540	138,097
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	120	-	5,266	5,386	-
Church activities	3(b)	110,800	11,539	7,339	129,678	124,852
Governance costs	3(c)	1,020	-	-	1,020	990
Major capital expenditure	3(d)	4,366	-	123,913	128,279	780
TOTAL RESOURCES EXPENDED		116,306	11,539	136,518	264,363	126,622
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS						
		7,776	(11,539)	7,940	4,177	11,475
Transfers between funds		(11,000)	10,820	180	-	-
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES						
		(3,224)	(719)	8,120	4,177	11,475
Unrealised gains/(losses) on investments	5(b)	-	-	-	-	8,286
NET MOVEMENT IN FUNDS		(3,224)	(719)	8,120	4,177	19,761
Balances brought forward at 1 January	9	73,524	97,655	6,744	177,923	158,162
Balances carried forward at 31 December		70,300	96,936	14,864	182,100	177,923

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
Investments	5(b)	-	95,282
		<u>-</u>	<u>95,282</u>
CURRENT ASSETS			
Debtors and prepayments	6	6,438	5,243
Short term deposits		45,371	45,371
Cash in hand and at bank		130,888	32,027
		<u>182,697</u>	<u>82,641</u>
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	(597)	-
		<u>(597)</u>	<u>-</u>
NET CURRENT ASSETS		182,100	82,641
TOTAL NET ASSETS	8	<u>182,100</u>	<u>177,923</u>
CHURCH FUNDS			
Unrestricted funds:			
General Fund		70,300	73,524
Designated funds:			
Charities Fund	10	7,488	8,207
Church Reordering Fund	11	89,448	89,448
		<u>96,936</u>	<u>97,655</u>
Restricted funds:			
Church Reordering Fund		-	-
Upkeep of Church Building		-	1,000
Children's Work Fund		5,000	5,000
Other restricted Funds	12	5,000	6,000
External Fund	13	-	-
Lent/Advent Appeals Fund	14	510	744
Our Project Fund	15	9,354	-
		<u>14,864</u>	<u>6,744</u>
TOTAL CHURCH FUNDS		<u>182,100</u>	<u>177,923</u>

Approved by the Parochial Church Council on 28th April 2022 and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

A Mitchell, PCC Secretary

J Bullen
T Ellingham
A Mitchell

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources.

The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

2 INCOMING RESOURCES (£)					
	Unrestricted funds	Designated funds	Restricted funds	Total 2021	Total 2020
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	74,504	-	3,344	77,848	82,462
envelopes and other	3,860	-	91,060	94,920	4,683
	78,364	-	94,404	172,768	87,145
Planned giving, ineligible for Gift Aid:					
standing orders	2,578	-	-	2,578	-
payroll giving, CAF vouchers	-	-	-	-	512
envelopes and other	-	-	-	-	121
	2,578	-	-	2,578	633
Collections at services:					
by Gift Aid	49	-	-	49	-
not by Gift Aid	1,031	-	-	1,031	1,144
For third parties, not Gift Aid	-	-	531	531	-
	1,080	-	531	1,611	1,144
Donations and all other giving:					
Once-off donations by Gift Aid	5,571	-	980	6,551	5,957
Wall safe	98	-	-	98	272
Sundry other donations, not by GA	1,478	-	168	1,646	4,078
	7,147	-	1,148	8,295	10,307
Gift Aid recoverable from HMRC:					
on planned giving	22,813	-	19,831	42,644	22,033
on small donations by GASDS	873	-	-	873	283
	23,686	-	19,831	43,517	22,316
Other voluntary income:					
Grants	-	-	15,250	15,250	-
Legacies	-	-	-	-	6,453
VAT rebate	672	-	9,902	10,574	-
	672	-	25,152	25,824	6,453
Voluntary incoming resources: total	113,527	-	141,066	254,593	127,998
2(b) Activities for generating funds					
Photocopying charges	21	-	-	21	5
Use of church premises	1,325	-	-	1,325	505
Fund-generating activities: total	1,346	-	-	1,346	510
2(c) Income from church activities					
Fees (for funerals, weddings etc)	7,603	-	-	7,603	4,255
Magazine sales	-	-	-	-	1,780
Magazine advertising revenue	-	-	-	-	468
Breakfast, lunches and Harvest meal	41	-	-	41	97
Sales of books	438	-	-	438	274
Quiet Day, Parish Retreat participants	-	-	-	-	-
Other income	361	-	-	361	24
Income from church activities: total	8,443	-	-	8,443	6,898
2(d) Income from investments					
Interest	766	-	-	766	59
Dividends	-	-	-	-	2,632
Sale of church assets	-	-	3,392	3,392	-
Investment income: total	766	-	3,392	4,158	2,691
Total incoming resources	124,082	-	144,458	268,540	138,097

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

3 RESOURCES EXPENDED (£)				2021	2020	
	Unrestricted funds	Designated funds	Restricted funds	Total Funds	Total Funds	
3(a) Costs of generating voluntary income						
Stewardship expenses, etc	120	-	-	120	-	
Our project - fundraising fees and costs	-	-	5,266	5,266	-	
	120	-	5,266	5,386	-	
3(b) Church activities						
Charitable donations	-	11,539	2,093	13,632	13,049	
Ministry:						
Parish Share and Deanery quota	84,193	-	-	84,193	84,193	
Parish priest's expenses	1,159	-	-	1,159	410	
Assisting priest's expenses	241	-	-	241	-	
Expenses of other ministers & laity	165	-	-	165	223	
	85,758	-	-	85,758	84,826	
Worship:						
Choir and music	1,010	-	-	1,010	936	
Altar requisites	334	-	-	334	384	
Flowers	23	-	-	23	82	
Other devotional material	350	-	-	350	151	
Baptism preparation	171	-	-	171	32	
	1,888	-	-	1,888	1,585	
Pastoral care:						
Marriage preparation	53	-	-	53	-	
Coffee/biscuits	70	-	-	70	98	
Other refreshments	108	-	-	108	31	
Parish nursing	1,495	-	-	1,495	1,710	
Pastoral care, general	6	-	-	6	79	
	1,732	-	-	1,732	1,918	
Faith development:						
Children's groups	-	-	-	-	105	
Confirmation classes	-	-	-	-	56	
Christian books for resale	552	-	-	552	216	
Bibles & books, not for resale	239	-	-	239	131	
Advent calendars, Easter eggs, shoe boxes	81	-	-	81	43	
	872	-	-	872	551	
Mission and evangelism:						
Other evangelism and mission	528	-	-	528	136	
Start course	45	-	-	45	-	
	573	-	-	573	136	
3(b) Church activities	c/f	90,823	11,539	2,093	104,455	102,065

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2021 Total Funds	2020 Total Funds
3(b) Church activities	b/f	90,823	11,539	2,093	104,455	102,065
Communication:						
Magazine		-	-	-	-	450
Newsletter and website		-	-	-	-	125
Posters		246	-	-	246	503
Communication, other		554	-	-	554	458
		800	-	-	800	1,536
Church running expenses:						
Gas		2,311	-	-	2,311	2,310
Electricity		1,858	-	-	1,858	1,223
Water		96	-	-	96	184
Telephone		380	-	-	380	678
Internet services		168	-	-	168	476
		4,813	-	-	4,813	4,871
Church building, contents and land:						
Insurance		2,559	-	-	2,559	2,452
Movable fixtures, fittings & equipment		484	-	-	484	1,776
Building maintenance		2,116	-	1,000	3,116	5,680
Minor church building works		1,194	-	-	1,194	-
Upkeep of churchyard		1,156	-	-	1,156	572
Glebe land rent		287	-	-	287	287
		7,796	-	1,000	8,796	10,767
Contractual staff payments, honoraria:						
Organist		1,094	-	-	1,094	850
Gifts		549	-	-	549	186
		1,643	-	-	1,643	1,036
Support costs:						
Lease payments, photocopying costs		3,069	-	-	3,069	2,841
Stationery, postage etc n.e.s.		1,244	-	-	1,244	1,143
Treasurer's expenses		150	-	-	150	238
Bank charges		462	-	-	462	355
Our project - Consultancy fees		-	-	4,246	4,246	-
		4,925	-	4,246	9,171	4,577
Total cost of church activities		110,800	11,539	7,339	129,678	124,852
3(c) Governance costs						
Fees of independent examiner		1,020	-	-	1,020	990
3(d) Major capital expenditure						
Interior re-ordering project		-	-	-	-	780
Loss on sale of Investments		583	-	-	583	-
Large items of church equipment		3,783	-	-	3,783	-
Our project - Phase 1		-	-	97,263	97,263	-
Our project - Organ		-	-	26,650	26,650	-
		4,366	-	123,913	128,279	780
Total resources expended		116,306	11,539	136,518	264,363	126,622

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2021 Total Funds	2020 Total Funds
Actual cost					
At 1 January 2021	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2021	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2021	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2021	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2021	-	-	-	-	-
At 31 December 2021	-	-	-	-	-

(b) Investments

	2021	2020
Market value 1 January 2021	95,282	86,996
Unrealised revaluation gain	-	8,286
Disposal of Investments	(95,282)	-
Market value at 31 December 2021	-	95,282

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2021 Total Funds	2020 Total Funds
Income tax recoverable	6,363	-	75	6,438	5,243
Total debtors	6,363	-	75	6,438	5,243

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2021 Total Funds	2020 Total Funds
Other creditors	597	-	-	597	-
Total creditors	597	-	-	597	-

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2021 Total Funds	2020 Total Funds
Tangible fixed assets	-	-	-	-	-
Investments	-	-	-	-	95,282
Fixed assets	-	-	-	-	95,282
Debtors	6,363	-	75	6,438	5,243
Cash and short-term deposits	64,534	96,936	14,789	176,259	77,398
Current assets	70,897	96,936	14,864	182,697	82,641
Current liabilities	(597)	-	-	(597)	-
	70,300	96,936	14,864	182,100	177,923

9 SUMMARY OF FUND BALANCES (£)

	Movements in 2021			
	Balance at 31.12.20	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance
Unrestricted funds				
General Fund	73,524	7,776	(11,000)	(3,224)
	73,524	7,776	(11,000)	(3,224)
Designated funds				
Charities Fund	8,207	(11,539)	10,820	(719)
Church Reordering Fund	89,448	-	-	-
	97,655	(11,539)	10,820	(719)
Restricted funds				
Upkeep of Church Building	1,000	(1,000)	-	(1,000)
Children's Work Fund	5,000	-	-	-
Other Restricted Subtotal	6,000	(1,000)	-	(1,000)
External Fund	-	(180)	180	-
Lent & Advent Appeals	744	(234)	-	(234)
Our Project	-	9,354	-	9,354
	6,744	7,940	180	8,120
Total funds	177,923	4,177	-	4,177

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2021	2020
Summary		
Fund balance at 31.12.2020	8,207	8,043
Incoming resources	-	-
Resources expended	(11,539)	(11,836)
Net surplus/(deficit)	(11,539)	(11,836)
Transfers to/(from) Charities Fund:		
From General Fund	11,000	12,000
From/(To) External Fund	(180)	-
Total transfers	10,820	12,000
Fund balance at 31.12.2021	7,488	8,207

Resources expended

Church activities

Donations:

Mission partners overseas	1,870	500
Mr G and Mrs S Giles	4,119	3,861
Church and mission overseas	1,480	2,000
Church and mission in the UK	740	600
Secular charities overseas	2,590	1,500
Secular charities in the UK	740	3,375
Total resources expended	11,539	11,836

11 CHURCH REORDERING FUND (designated funds)

The Church Reordering Fund was established by the PCC during 2015 to hold funds donated or generated specifically for the church reordering project.

	2021	2020
Summary		
Fund balance at 31.12.2020	89,448	90,228
Incoming resources	-	-
Resources expended	-	(780)
Net surplus/(deficit)	-	(780)
Fund balance at 31.12.2021	89,448	89,448

Resources expended

Internal reordering work	-	780
Total resources expended	-	780

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

12 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2021 the funds consists of £Nil for the upkeep of the Church building (2020 - £1,000) and £5,000 held for the Children's work (2020 - £5,000).

	2021	2020
Summary		
Fund balance at 31.12.2020	6,000	6,000
Incoming resources	-	-
Resources expended	(1,000)	-
Net surplus/(deficit)	(1,000)	-
Fund balance at 31.12.2021	5,000	6,000

Resources expended

Church building, contents and land

Building maintenance

Total resources expended

1,000	-
1,000	-

13 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2021	2020
Summary		
Fund balance at 31.12.2020	-	-
Incoming resources	531	219
Resources expended	(711)	(219)
Net surplus/(deficit)	(180)	-
Transfers to/(from) External Fund:		
From/(To) Charities Fund	180	-
Total transfers	180	-
Fund balance at 31.12.2021	-	-

Incoming resources

Voluntary income

Donations for Zimbabwe

Collections for third parties

Total incoming resources

-	219
531	-
531	219

Resources expended

Charitable donations

Zimbabwe School

Donations to third parties

Total resources expended

180	219
531	-
711	219

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

14 LENT AND ADVENT APPEALS (restricted funds)

14(a) LENT APPEAL

	2021	2020
Fund balance at 31.12.2020	-	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	510	642
Donations, not by Gift Aid	128	191
Income tax recoverable	-	161
Total incoming resources	<u>638</u>	<u>994</u>
Resources expended		
Charitable donations		
The Sick Children's Trust	-	994
Cambridge, Peterborough and South Lincolnshire Mind	638	-
Total resources expended	<u>638</u>	<u>994</u>
Fund balance at 31.12.2021	<u>-</u>	<u>-</u>

14(b) ADVENT APPEALS

	Year 2021	Year 2020
Fund balance at 31.12.2020	744	-
Incoming resources		
Voluntary income		
Donations, by Gift Aid	470	500
Donations, not by Gift Aid	40	244
Total incoming resources	<u>510</u>	<u>744</u>
Resources expended		
Charitable donations		
The British Red Cross	744	-
Total resources expended	<u>744</u>	<u>-</u>
Fund balance at 31.12.2021	<u>510</u>	<u>744</u>

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

15 OUR PROJECT (restricted funds)

	2021	2020
Fund balance at 31.12.2020	-	-
Incoming resources		
Voluntary income		
Donations, standing orders by Gift Aid	3,344	-
Donations, cheques and cash by Gift Aid	90,435	-
Donations, other not by Gift Aid	625	-
Income tax recoverable	19,831	-
Grants	15,250	-
VAT rebates	9,902	-
Sale of assets	3,392	-
Total incoming resources	<u>142,779</u>	<u>-</u>
Resources expended		
Costs of generating voluntary income		
Fundraising fees	5,000	-
Fundraising costs	266	-
Church activities		
Consultancy fees	4,246	-
Major capital expenditure		
Phase 1	97,263	-
Organ	26,650	-
Total resources expended	<u>133,425</u>	<u>-</u>
Fund balance at 31.12.2021	<u><u>9,354</u></u>	<u><u>-</u></u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

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PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2021, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply 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 Commission 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 under section 145 of the 2011 Act and to be found in the Church guidance, 2006 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 financial statements 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

- to keep accounting records in accordance with section 130 of the 2011 Act: and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M A Jackson FCA DChA
Azets Holdings Limited
Accountants

Ruthlyn House
90 Lincoln Road
Peterborough
PE1 2SP

Date:

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2021

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	113,527	-	141,066	254,593	127,998
Activities for generating funds	2(b)	1,346	-	-	1,346	510
Income from church activities	2(c)	8,443	-	-	8,443	6,898
Income from investments	2(d)	766	-	3,392	4,158	2,691
TOTAL INCOME		124,082	-	144,458	268,540	138,097
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	120	-	5,266	5,386	-
Church activities	3(b)	110,800	11,539	7,339	129,678	124,852
Governance costs	3(c)	1,020	-	-	1,020	990
Major capital expenditure	3(d)	4,366	-	123,913	128,279	780
TOTAL RESOURCES EXPENDED		116,306	11,539	136,518	264,363	126,622
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS						
		7,776	(11,539)	7,940	4,177	11,475
Transfers between funds		(11,000)	10,820	180	-	-
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES						
		(3,224)	(719)	8,120	4,177	11,475
Unrealised gains/(losses) on investments	5(b)	-	-	-	-	8,286
NET MOVEMENT IN FUNDS		(3,224)	(719)	8,120	4,177	19,761
Balances brought forward at 1 January	9	73,524	97,655	6,744	177,923	158,162
Balances carried forward at 31 December		70,300	96,936	14,864	182,100	177,923

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
Investments	5(b)	-	95,282
		<u>-</u>	<u>95,282</u>
CURRENT ASSETS			
Debtors and prepayments	6	6,438	5,243
Short term deposits		45,371	45,371
Cash in hand and at bank		130,888	32,027
		<u>182,697</u>	<u>82,641</u>
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	(597)	-
		<u>(597)</u>	<u>-</u>
NET CURRENT ASSETS		182,100	82,641
TOTAL NET ASSETS	8	<u>182,100</u>	<u>177,923</u>
CHURCH FUNDS			
Unrestricted funds:			
General Fund		70,300	73,524
Designated funds:			
Charities Fund	10	7,488	8,207
Church Reordering Fund	11	89,448	89,448
		<u>96,936</u>	<u>97,655</u>
Restricted funds:			
Church Reordering Fund		-	-
Upkeep of Church Building		-	1,000
Children's Work Fund		5,000	5,000
Other restricted Funds	12	5,000	6,000
External Fund	13	-	-
Lent/Advent Appeals Fund	14	510	744
Our Project Fund	15	9,354	-
		<u>14,864</u>	<u>6,744</u>
TOTAL CHURCH FUNDS		<u>182,100</u>	<u>177,923</u>

Approved by the Parochial Church Council on 28th April 2022 and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

A Mitchell, PCC Secretary

J Bullen
T Ellingham
A Mitchell

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources.

The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

2 INCOMING RESOURCES (£)					
	Unrestricted funds	Designated funds	Restricted funds	Total 2021	Total 2020
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	74,504	-	3,344	77,848	82,462
envelopes and other	3,860	-	91,060	94,920	4,683
	78,364	-	94,404	172,768	87,145
Planned giving, ineligible for Gift Aid:					
standing orders	2,578	-	-	2,578	-
payroll giving, CAF vouchers	-	-	-	-	512
envelopes and other	-	-	-	-	121
	2,578	-	-	2,578	633
Collections at services:					
by Gift Aid	49	-	-	49	-
not by Gift Aid	1,031	-	-	1,031	1,144
For third parties, not Gift Aid	-	-	531	531	-
	1,080	-	531	1,611	1,144
Donations and all other giving:					
Once-off donations by Gift Aid	5,571	-	980	6,551	5,957
Wall safe	98	-	-	98	272
Sundry other donations, not by GA	1,478	-	168	1,646	4,078
	7,147	-	1,148	8,295	10,307
Gift Aid recoverable from HMRC:					
on planned giving	22,813	-	19,831	42,644	22,033
on small donations by GASDS	873	-	-	873	283
	23,686	-	19,831	43,517	22,316
Other voluntary income:					
Grants	-	-	15,250	15,250	-
Legacies	-	-	-	-	6,453
VAT rebate	672	-	9,902	10,574	-
	672	-	25,152	25,824	6,453
Voluntary incoming resources: total	113,527	-	141,066	254,593	127,998
2(b) Activities for generating funds					
Photocopying charges	21	-	-	21	5
Use of church premises	1,325	-	-	1,325	505
Fund-generating activities: total	1,346	-	-	1,346	510
2(c) Income from church activities					
Fees (for funerals, weddings etc)	7,603	-	-	7,603	4,255
Magazine sales	-	-	-	-	1,780
Magazine advertising revenue	-	-	-	-	468
Breakfast, lunches and Harvest meal	41	-	-	41	97
Sales of books	438	-	-	438	274
Quiet Day, Parish Retreat participants	-	-	-	-	-
Other income	361	-	-	361	24
Income from church activities: total	8,443	-	-	8,443	6,898
2(d) Income from investments					
Interest	766	-	-	766	59
Dividends	-	-	-	-	2,632
Sale of church assets	-	-	3,392	3,392	-
Investment income: total	766	-	3,392	4,158	2,691
Total incoming resources	124,082	-	144,458	268,540	138,097

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

3 RESOURCES EXPENDED (£)				2021	2020	
	Unrestricted funds	Designated funds	Restricted funds	Total Funds	Total Funds	
3(a) Costs of generating voluntary income						
Stewardship expenses, etc	120	-	-	120	-	
Our project - fundraising fees and costs	-	-	5,266	5,266	-	
	120	-	5,266	5,386	-	
3(b) Church activities						
Charitable donations	-	11,539	2,093	13,632	13,049	
Ministry:						
Parish Share and Deanery quota	84,193	-	-	84,193	84,193	
Parish priest's expenses	1,159	-	-	1,159	410	
Assisting priest's expenses	241	-	-	241	-	
Expenses of other ministers & laity	165	-	-	165	223	
	85,758	-	-	85,758	84,826	
Worship:						
Choir and music	1,010	-	-	1,010	936	
Altar requisites	334	-	-	334	384	
Flowers	23	-	-	23	82	
Other devotional material	350	-	-	350	151	
Baptism preparation	171	-	-	171	32	
	1,888	-	-	1,888	1,585	
Pastoral care:						
Marriage preparation	53	-	-	53	-	
Coffee/biscuits	70	-	-	70	98	
Other refreshments	108	-	-	108	31	
Parish nursing	1,495	-	-	1,495	1,710	
Pastoral care, general	6	-	-	6	79	
	1,732	-	-	1,732	1,918	
Faith development:						
Children's groups	-	-	-	-	105	
Confirmation classes	-	-	-	-	56	
Christian books for resale	552	-	-	552	216	
Bibles & books, not for resale	239	-	-	239	131	
Advent calendars, Easter eggs, shoe boxes	81	-	-	81	43	
	872	-	-	872	551	
Mission and evangelism:						
Other evangelism and mission	528	-	-	528	136	
Start course	45	-	-	45	-	
	573	-	-	573	136	
3(b) Church activities	c/f	90,823	11,539	2,093	104,455	102,065

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2021 Total Funds	2020 Total Funds
3(b) Church activities	b/f	90,823	11,539	2,093	104,455	102,065
Communication:						
Magazine		-	-	-	-	450
Newsletter and website		-	-	-	-	125
Posters		246	-	-	246	503
Communication, other		554	-	-	554	458
		800	-	-	800	1,536
Church running expenses:						
Gas		2,311	-	-	2,311	2,310
Electricity		1,858	-	-	1,858	1,223
Water		96	-	-	96	184
Telephone		380	-	-	380	678
Internet services		168	-	-	168	476
		4,813	-	-	4,813	4,871
Church building, contents and land:						
Insurance		2,559	-	-	2,559	2,452
Movable fixtures, fittings & equipment		484	-	-	484	1,776
Building maintenance		2,116	-	1,000	3,116	5,680
Minor church building works		1,194	-	-	1,194	-
Upkeep of churchyard		1,156	-	-	1,156	572
Glebe land rent		287	-	-	287	287
		7,796	-	1,000	8,796	10,767
Contractual staff payments, honoraria:						
Organist		1,094	-	-	1,094	850
Gifts		549	-	-	549	186
		1,643	-	-	1,643	1,036
Support costs:						
Lease payments, photocopying costs		3,069	-	-	3,069	2,841
Stationery, postage etc n.e.s.		1,244	-	-	1,244	1,143
Treasurer's expenses		150	-	-	150	238
Bank charges		462	-	-	462	355
Our project - Consultancy fees		-	-	4,246	4,246	-
		4,925	-	4,246	9,171	4,577
Total cost of church activities		110,800	11,539	7,339	129,678	124,852
3(c) Governance costs						
Fees of independent examiner		1,020	-	-	1,020	990
3(d) Major capital expenditure						
Interior re-ordering project		-	-	-	-	780
Loss on sale of Investments		583	-	-	583	-
Large items of church equipment		3,783	-	-	3,783	-
Our project - Phase 1		-	-	97,263	97,263	-
Our project - Organ		-	-	26,650	26,650	-
		4,366	-	123,913	128,279	780
Total resources expended		116,306	11,539	136,518	264,363	126,622

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2021 Total Funds	2020 Total Funds
Actual cost					
At 1 January 2021	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2021	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2021	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2021	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2021	-	-	-	-	-
At 31 December 2021	-	-	-	-	-

(b) Investments

	2021	2020
Market value 1 January 2021	95,282	86,996
Unrealised revaluation gain	-	8,286
Disposal of Investments	(95,282)	-
Market value at 31 December 2021	-	95,282

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2021 Total Funds	2020 Total Funds
Income tax recoverable	6,363	-	75	6,438	5,243
Total debtors	6,363	-	75	6,438	5,243

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2021 Total Funds	2020 Total Funds
Other creditors	597	-	-	597	-
Total creditors	597	-	-	597	-

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2021 Total Funds	2020 Total Funds
Tangible fixed assets	-	-	-	-	-
Investments	-	-	-	-	95,282
Fixed assets	-	-	-	-	95,282
Debtors	6,363	-	75	6,438	5,243
Cash and short-term deposits	64,534	96,936	14,789	176,259	77,398
Current assets	70,897	96,936	14,864	182,697	82,641
Current liabilities	(597)	-	-	(597)	-
	70,300	96,936	14,864	182,100	177,923

9 SUMMARY OF FUND BALANCES (£)

	Movements in 2021				
	Balance at 31.12.20	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.21
Unrestricted funds					
General Fund	73,524	7,776	(11,000)	(3,224)	70,300
	73,524	7,776	(11,000)	(3,224)	70,300
Designated funds					
Charities Fund	8,207	(11,539)	10,820	(719)	7,488
Church Reordering Fund	89,448	-	-	-	89,448
	97,655	(11,539)	10,820	(719)	96,936
Restricted funds					
Upkeep of Church Building	1,000	(1,000)	-	(1,000)	-
Children's Work Fund	5,000	-	-	-	5,000
Other Restricted Subtotal	6,000	(1,000)	-	(1,000)	5,000
External Fund	-	(180)	180	-	-
Lent & Advent Appeals	744	(234)	-	(234)	510
Our Project	-	9,354	-	9,354	9,354
	6,744	7,940	180	8,120	14,864
Total funds	177,923	4,177	-	4,177	182,100

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2021	2020
Summary		
Fund balance at 31.12.2020	8,207	8,043
Incoming resources	-	-
Resources expended	(11,539)	(11,836)
Net surplus/(deficit)	(11,539)	(11,836)
Transfers to/(from) Charities Fund:		
From General Fund	11,000	12,000
From/(To) External Fund	(180)	-
Total transfers	10,820	12,000
Fund balance at 31.12.2021	7,488	8,207

Resources expended

Church activities

Donations:

Mission partners overseas	1,870	500
Mr G and Mrs S Giles	4,119	3,861
Church and mission overseas	1,480	2,000
Church and mission in the UK	740	600
Secular charities overseas	2,590	1,500
Secular charities in the UK	740	3,375
Total resources expended	11,539	11,836

11 CHURCH REORDERING FUND (designated funds)

The Church Reordering Fund was established by the PCC during 2015 to hold funds donated or generated specifically for the church reordering project.

	2021	2020
Summary		
Fund balance at 31.12.2020	89,448	90,228
Incoming resources	-	-
Resources expended	-	(780)
Net surplus/(deficit)	-	(780)
Fund balance at 31.12.2021	89,448	89,448

Resources expended

Internal reordering work	-	780
Total resources expended	-	780

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

12 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2021 the funds consists of £Nil for the upkeep of the Church building (2020 - £1,000) and £5,000 held for the Children's work (2020 - £5,000).

	2021	2020
Summary		
Fund balance at 31.12.2020	6,000	6,000
Incoming resources	-	-
Resources expended	(1,000)	-
Net surplus/(deficit)	(1,000)	-
Fund balance at 31.12.2021	5,000	6,000

Resources expended

Church building, contents and land

Building maintenance

Total resources expended

1,000	-
1,000	-

13 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2021	2020
Summary		
Fund balance at 31.12.2020	-	-
Incoming resources	531	219
Resources expended	(711)	(219)
Net surplus/(deficit)	(180)	-
Transfers to/(from) External Fund:		
From/(To) Charities Fund	180	-
Total transfers	180	-
Fund balance at 31.12.2021	-	-

Incoming resources

Voluntary income

Donations for Zimbabwe

Collections for third parties

Total incoming resources

-	219
531	-
531	219

Resources expended

Charitable donations

Zimbabwe School

Donations to third parties

Total resources expended

180	219
531	-
711	219

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

14 LENT AND ADVENT APPEALS (restricted funds)

14(a) LENT APPEAL

	2021	2020
Fund balance at 31.12.2020	-	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	510	642
Donations, not by Gift Aid	128	191
Income tax recoverable	-	161
Total incoming resources	<u>638</u>	<u>994</u>
Resources expended		
Charitable donations		
The Sick Children's Trust	-	994
Cambridge, Peterborough and South Lincolnshire Mind	638	-
Total resources expended	<u>638</u>	<u>994</u>
Fund balance at 31.12.2021	<u>-</u>	<u>-</u>

14(b) ADVENT APPEALS

	Year 2021	Year 2020
Fund balance at 31.12.2020	744	-
Incoming resources		
Voluntary income		
Donations, by Gift Aid	470	500
Donations, not by Gift Aid	40	244
Total incoming resources	<u>510</u>	<u>744</u>
Resources expended		
Charitable donations		
The British Red Cross	744	-
Total resources expended	<u>744</u>	<u>-</u>
Fund balance at 31.12.2021	<u>510</u>	<u>744</u>

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2021

15 OUR PROJECT (restricted funds)

	2021	2020
Fund balance at 31.12.2020	-	-
Incoming resources		
Voluntary income		
Donations, standing orders by Gift Aid	3,344	-
Donations, cheques and cash by Gift Aid	90,435	-
Donations, other not by Gift Aid	625	-
Income tax recoverable	19,831	-
Grants	15,250	-
VAT rebates	9,902	-
Sale of assets	3,392	-
Total incoming resources	<u>142,779</u>	<u>-</u>
Resources expended		
Costs of generating voluntary income		
Fundraising fees	5,000	-
Fundraising costs	266	-
Church activities		
Consultancy fees	4,246	-
Major capital expenditure		
Phase 1	97,263	-
Organ	26,650	-
Total resources expended	<u>133,425</u>	<u>-</u>
Fund balance at 31.12.2021	<u><u>9,354</u></u>	<u><u>-</u></u>

Accounts

St Botolph's, Longthorpe

Report from The Parochial Church Council on the activities at St Botolph's in the year 2020

INTRODUCTION

St Botolph's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Jackie Bullen, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is committed to enabling as many people as possible to worship at St Botolph's and to become part of our parish community. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the commitment we have made to being a church which is open and welcoming to all people.

We try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people in the community and parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of St Botolph's and monitor and review the finances over which we exercise stewardship.

Despite the difficulties and changes experienced due to COVID 19, this has been a year of progress and looking forward for St Botolph's with new initiatives being undertaken and existing projects being developed.

WORSHIP

Worship Committee:

The aim of the Worship Committee is to consider all aspects of our Worship at St Botolph's and to innovate, plan, review and suggest improvements or changes through-out the year. The pandemic in 2020 has necessitated significant changes.

In Church services -- the normal pattern of worship (i.e. three Sunday services, Midweek Eucharist on Wednesday and Thursday morning and Morning prayer each week day) has continued in the church building whenever possible during this period. When pandemic restrictions made this impossible or unsafe, the pattern has largely continued virtually.

When the church was re-opened for limited use between lockdowns two sessions a week of Private Prayer were offered. These were well supported by a team of stewards to monitor safety and cleanliness and a regular number of visitors used the church for this purpose. Once the church building was able to be open for Sunday services, numbers dropped a little and so one session only was felt necessary.

Virtual worship -- Sunday services have been celebrated and presented in the following ways;

- Pre-recorded, with contributions from members of the congregation (also recorded in their own homes) spliced into the whole.
- Recorded live with the vicar alone.
- Recorded live in front of a socially distanced congregation.
- Recorded live without a congregation and with a limited number of ministers.

All of these services have been posted on the church's Facebook page and YouTube (Longthorpe Church).

Evening Prayer on Sundays and Morning Prayer on Tuesday-Saturday have both been celebrated via Zoom, with a steady and increased number of participants. A service of readings and music for the start of Advent, and Compline was also shared via this method as part of our Advent discipline. MU also worship via Zoom as part of their monthly meetings.

Other services have been recorded for festivals and seasonal celebrations such as Harvest and Christmas including a service of Nine Lessons and Carols.

Children and Families:

Sunday Family Worship

At the start of the year we continued with our two groups, Scramblers and Explorers, meeting in church. The worship was led and organised by one of the three Children's Ministers, and supported by the additional leaders. We continued to use the Roots worship material in preparing for our groups on most weeks. Once the church was closed in March we worked together to find ways to support the families at home in their continued faith journey.

To begin with we sent out weekly resources by email (largely resources from Roots on the Web) which was planned in advance by the Children's Ministers. We also set up a WhatsApp group for those who wished to keep in contact. Families were also encouraged to access the Longthorpe Church Facebook page. Our Families were also of course included in the Pastoral support phone calls which were offered to every member of the church.

As the Pandemic progressed it became clear that we were unlikely to be able to meet in our groups in church for some time, so we began Families Together worship on Zoom from 10-10.30 on Sunday mornings.

Each week we follow the planned liturgy and used the same structure of opening prayer, confession and creed followed by an activity and discussion based on the reading. The 'services' were organised and led by the Children's Ministers and a helper. As the weeks and months passed we gained access to a wealth of supporting material online which could be used in planning and as 'at home' resources during the week.

Attendance was usually between three and eight families it was very good to see the young people and parents together interacting. (Note safe guarding rules meant each family was asked to include an adult on screen). The sessions have been really supportive, informative and a fun relaxed way to worship at home.

As time went on we extended our time on line to include an after service informal time to socialise in the way we used when in the church building.

Special Services and events:

On Shrove Tuesday we held our Pancake Party in church which was again well attended and great fun, but Covid sadly meant other in-church events were cancelled. The very popular Crib and Christingle services were moved on line and held via Zoom. Both were still very popular with our families and gave us a unique opportunity to reach extended family members.

It was certainly different leading the services in this way but by no means lacked the messages and sense of community that these services have always provided. We really appreciate the dedication and commitment from the teams involved without whom these services and events would not be possible. It has been a challenging but also inspiring year in our Family Worship provision.

Young people of secondary school age:

Like most churches, it remains a challenge to try to meet the needs of this age group within the life of the church.

We are blessed in Peterborough to have a local organisation, CROPS, who organise local worship events and short 'retreat' type breaks specifically for young people in this age bracket. We are hopeful that someone within St Botolph's will step forward to become a key link with this resource to ensure we can access all that is on offer.

Revd Jackie is also in regular touch with 'Gen 2', the Diocese of Peterborough ministry team who encourage and support churches in their work with young people. We will continue to explore what may be possible in 2021.

Baptisms, First Communion and Confirmation:

Due to the limitations placed upon us by the pandemic, we have not admitted anyone to First Communion in 2020 but we have a list of young people who are looking forward to exploring this possibility in 2021.

The Christening Team were busy this year in a different way from past years. Some time was spent visiting families, helping them to understand more about the church's teaching on baptism, supporting families as they prepare for their child's baptism and becoming a friend to the family. There has also been a role for team members of supporting families as they wait for possible dates for baptisms to become available and keeping contact with them during this time. 2 people from the church family have indicated their willingness to join the team in the near future.

Three young people were baptised in 2020. It is a privilege to walk this journey with them and their families.

No confirmations were received in 2020 but we look forward to being able to offer this in 2021.

Botolph's Buggy Buddies:

Buggy Buddies started 2020 very successfully with our numbers of children and babies being over 20 most weeks. The rota system for leaders and helpers worked well and we also had four regular helpers there each week.

There was always a very relaxed atmosphere with the children playing happily together, while their parents, grandparents or carers chatted over a cup of coffee or tea. On arrival the children sat round a table enjoying their healthy snacks until about 11 o'clock when the snacks were cleared away and the craft work for the day was laid out supervised by one of our regular helpers.

During March, when lockdown was imposed, it was no longer possible to meet together as a group. For the rest of the year we have kept in touch with our families through regular e-mails in which we have sent a child friendly message to the children and suggested an action song to sing with their parents. We then asked them to say our Buggy Buddies' prayer and to sing our goodbye song.

During December our children were sent the daily Christmas story that was sent to our church children, and a picture to colour.

FAITH DEVELOPMENT

Faith Development Committee

The pandemic in 2020 presented unprecedented challenges for all aspects of life in the church, including Faith Development. However we found we were able to adapt and continue to present most opportunities virtually.

In Lent we began a Saturday morning **Lent course**, written by Barbara Howitt entitled 'Crucify Him', drawing from the BBC film 'The Passion'. Unfortunately it had to be cancelled after three sessions due to the pandemic, but we hope to repeat it in a future year as it was greatly valued. Most of the **Home Groups** were able to continue meeting via Zoom which was a great encouragement to members. The **Library** was not accessible, but some books were placed in the Swap Box in the porch and book reviews were included in the Daily Mailings from time to time. The Daily Mailings also included items which encouraged faith development, notably Corinne Craymer's Monday reflections on the Sunday Psalm and the Advent Word Calendar. The **Hymns & Pimms** event planned for 28th June in the Taylor's garden was successfully put on line with hymn choices and background on the hymn writers being recorded in participants' homes/gardens, interspersed with photographs of the Taylor's garden. This was very well received. Julie Tate led a **Bible Study** on Acts on Saturday mornings beginning in July on Zoom. This was attended by up to 12 people. We were unable to go away for a Retreat or Quiet Day, but Pat Hemsley led a Zoom **Quiet Day** on 17th October entitled 'Catch your Spiritual Breath' which was well-attended and much appreciated.

Cursillo

Cursillo members of St Botolph's continue to serve others in the church and community in their traditional style; that of prayer, study and action.

During the past year Cursillo members have been able to meet up on zoom both locally with the Castor members and with the wider Diocesan and National Cursillo community.

The Peterborough #14 Cursillo weekend at Launde Abbey planned for May 2020 was unable to go ahead due to Covid 19 restrictions, and is now scheduled to be held July 15th- 18th, 2021.

For more information please check the website at;

www.peterborough-cursillo.btck.co.uk or www.anglicancursillo.co.uk

PASTORAL CARE

The lockdown due to the coronavirus Covid 19, has meant things have altered significantly in how we achieve the pastoral care of our community.

The Pastoral Team met remotely five times during 2020 and continued in many and varied ways to care for any of our community who were sick, disabled, housebound or lonely. Jackie or Eddie constantly monitored the pastoral care list to ensure everyone received a phone call, email, or distanced visit. We are grateful to over 25 people who maintain regular contact with their group and are asked to report any safeguarding concerns.

Eddie continued to be available to anyone in need of health advice, and parishioners were encouraged to ask for calls for themselves or others.

The Bereavement team and Baptism visitors made contact with families as they were able and continued with sending of cards and a remembrance service on zoom.

Thorpe Wood Care Home has been closed to visitors, but Eddie has had contact with Sue Clarke the activities coordinator. Cards and messages from St Botolph's were delivered. Jackie sent a service sheet and equipment to Sue enable them to continue to have a short service during the lockdown. Eddie sent a service for use at Christmas

A Swap Box was placed in the church porch to swap books and puzzles, and was maintained by Jackie and Graham Last. This was widely used.

Coffee and Chat zoom meeting on Wednesdays provided valuable times of sharing to keep spirits up.

Visits will resume as soon as we are allowed.

Safeguarding:

'St Botolph's Church is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all volunteers to share this commitment.'

As with all other Church life, safeguarding has been slightly different during the past year, however, it has remained as high a priority as ever. The pandemic has made it even more evident just how lucky we are to have our Parish Nurse, Eddie. There have been a number of concerns raised about potentially vulnerable adults. Eddie's support and her contacts in the NHS have proved invaluable to ensuring the appropriate support could be put in place for these individuals.

A key event to highlight safeguarding was our participation in the National Safeguarding Sunday in October 2020. The children and families group via their weekly Zoom service focused upon keeping all safe and what was meant by 'safeguarding'. The families met Roary the lion who is a key character to help raise the profile of safeguarding in the church. More will follow from Roary in the future...!

Face to face training has not taken place but has been offered online via the Diocese. The online safeguarding audit continues to be automatically submitted to the Diocese and the PCC continues to have safeguarding as a standing item on the agenda at every meeting which helps to ensure its profile in St Botolph's remains high.

Bereavement Support Group:

The first contact with bereaved families is by the vicar. She passes on their contact details to the Bereavement Group for follow up when appropriate. This important ministry has continued with telephone calls and emails being used to make contact.

Marriage Preparation:

As most of our marriage couples do not live locally, marriage preparation is undertaken by the vicar on a one to one basis. Ongoing contact with couples is kept by the sending of anniversary cards by the Mothers' Union, sending the Easter, Harvest and Christmas Cards to them and offering them the opportunity to receive the daily emails sent out by the church.

Events Committee:

The aim of the committee is to organise social events for the family of St Botolph's to enjoy each other's company and provide support for other church events. This has obviously been quite a challenge during the past year. It's quite hard to socialise when most of the time we have been living with the instruction to 'Stay at home'!

Events we have enjoyed in the past such as the Scarecrow Trail, Cream Teas at the Vicarage Toilethorpe etc.—were obviously impossible and so the committee have had to be quite inventive, coming up with a variety of suggestions to keep us all connected. Probably one of the most significant ways this has happened has been through the Wednesday morning Coffee and Chat on Zoom (which also happened on a Sunday for a short time in the first lockdown). These have been appreciated by regular attendees and those who drop in occasionally. We have also run Quizzes on Friday evenings about once a month which have been enjoyed by a number of people. Many thanks to my fellow quiz setters, Mike Sampson and Liz Eldred.

The St Botolph's Bake Off competition was an unusual way to share our baking skills. The Harvest competition where we shared photos of produce, gardens etc. attracted many entries and we enjoyed the winning entries via the Daily Mailing. Maggie and Mike Taylor hosted a delightful 'Hymns and Pimms' from their lovely garden.

So all in all quite a busy social time in the circumstances. We are hopeful that we will be able to meet in person soon as and perhaps even enjoy a cream tea at the Vicarage. Who know?! In the meantime we are grateful for your support for our ideas and are always happy to receive your suggestions.

MINISTRY

The church's regular pattern of worship has changed considerably during 2020 but there has been an act of worship made available every Sunday on the church's Facebook page and YouTube channel. This has been possible due to the support of the Ministry Leadership Team and all those who were on the rotas for reading and leading intercessions who were willing and able to pre-record their contributions and provide them for inclusion in the services. This has been a huge challenge to

The Rev'd Ray Hemingray and Rev'd Canon Grant Brockhouse have also provided cover for services and funeral ministry which is greatly appreciated.

Pat Hope-Jones and Pat Hemsley continued in their Reader ministries. Due to the changing needs of the church and parish and their own circumstances, their roles have adapted to make best use of their gifts and talents which they bring to their roles.

Eddie Miller continues to develop her ministry as Lay Pastoral Minister and Parish Nurse aiming to serve the people of the church, the wider community and parish.

Corinne Craymer is using her skills in preparing a weekly reflection on a Psalm which is made available through the daily emails, offering reflections on scripture and assisting in leading worship.

Shilo Varughese was welcomed to the team in September as an Ordinand in Training. He lives in the parish with his wife and 2 children. This is a two year commitment for him and St Botolph's. He is training on a mixed mode basis, overseen by St Mellitus College. Shilo spends 3 days a week studying with the college and 3 days a week with us at St Botolph's. He has preached, prayed, read for and lead some services. His involvement will change and increase during his time with us. This type of training relies on the trainee being fully involved in the life and work of the church and we look forward to greater opportunities for this in 2021.

The Ministry Leadership Team meet and pray regularly and continue to be committed to working together with the common aim of using our God-given gifts for the benefit of the church and the wider community. We hope to do this by constantly and consistently monitoring and evaluating the Church's ministry and making plans for the future which will help to achieve the aims and objectives of the PCC. This, of course, has been different in 2020 from previous years and has proved to be challenging in many ways. Changes have been forced upon us and we have had to react quickly and decisively as the Government and Diocesan Bishop directed us to. The team have, however, made necessary adjustments to previous practices and developed new and different ways of working to try to achieve our aims as a united group. Supporting one another in prayer and practical ways has been more important than ever.

The Ministry Leadership Team along with Jonathan Craymer, Ann Green and Liz Medlock are still working with the 'Leading your Church into Growth' initiative as a steering group to share their learning and ideas with the whole church.

OUTREACH

Mission & Evangelism Committee:

The work of the Mission and Evangelism Committee has remained to strive to work with and alongside other committees at St Botolph's to make our Church a welcoming, friendly and spiritual place, not only for our congregation but for those who are yet to discover the joy of being a Christian. We are a committee concentrating on outreach.

We have met as a committee on five occasions all by Zoom except for the meeting on the 5th February.

We quickly realised 2020 was going to be very different and so it turned out. The VE Day street party, Nativity Trail and Carols on the Green all had to be cancelled but we did help deliver the Parish Prayer Walk, Hymns & Pimms, remained in contact with Thorpe Wood Care Home, organised the Charitable Giving for the Advent and Lent Appeals, and helped arrange for Christmas cards to be delivered to every house in the Parish.

We pray that in 2021 circumstances will allow us to continue organising different events in the village to reach out to those in our community and beyond.

Communications Committee:

Communications during the pandemic

Previous work in setting up the email account, compiling the Church Directory, maintaining the website to a high standard, building up the church's Facebook following and improving the church noticeboards proved invaluable tools in keeping the church community together during the spring lockdown. Daily Mailings became a regular feature of church life, replacing the Magazine because of a Church of England restriction on printed material. Everyone on the email database now receives the Daily Mailings. 16 households not on the internet have a weekly printed pack delivered. The Church Directory was updated as the Pastoral Team worked out the telephone contact system. The website was updated regularly as a vital way to communicate what is happening during the pandemic as well as what the church normally does. The Facebook page (and Youtube) has been used for the links to stream church services, as well as communicating news of St Botolph's events. A WhatsApp group called Church Friends was created as a friendly way of exchanging tips and views

In the summer, as lockdown eased, the committee conducted a survey on how well these communications were going. The feedback was particularly positive from those getting printed packs delivered weekly. The Daily Mailings, regular phone contact and the use of Zoom for religious and social events were also commended. All respondents appreciated the efforts of the Ministry Team and hoped that current means of communication can be sustained at the present level.

Easter, Harvest and Christmas cards

No card was produced at Easter or Harvest because of restrictions on printed matter, but by Christmas this restriction had been lifted. Most of the usual distributors were happy and able to deliver cards and new volunteers willingly filled the gaps. The cards were distributed at the start of December.

New posters were purchased with a view to changing the display on all three board surfaces outside the church regularly, to communicate clearly that the church is still open and active.

Communicating on Our Project

The committee looked regularly at communicating the reordering process. The necessary equipment is in place (or could soon be available) to display the plans etc when required.

Christian Aid Week 2020

Christian Aid works with partner organisations in some of the poorest communities in the world, regardless of nationality or faith, aiming to tackle both the effects of poverty and its root causes. St Botolph's is a longstanding supporter of the charity, in previous years mainly through the annual house-to-house collection in the parish during Christian Aid Week which usually raises around £2,000. However, because of the coronavirus restrictions this year, the collection could not take place and so Christian Aid encouraged its supporters to raise funds in other ways. Around the country, supporters organised running, walking and cycling challenges, virtual concerts and so on. The proceeds were used to provide food and clean water, and training in handwashing, etc. for people around the world suffering because of coronavirus.

Revd John Harper, a member of Peterborough Christian Aid Committee, organised a series of six virtual quizzes to raise funds. Many Peterborough churches including St Botolph's were invited to take part and in total over £600 was raised. In addition, individuals from various churches in Peterborough were encouraged to make donations direct to Christian Aid. It was not surprising that funds raised nationally during Christian Aid Week were lower than in 2019. However, the amount raised was still more than £4 million, which was higher than expected in the circumstances. Sincere thanks are due to everyone who took part in the quizzes or made donations to Christian Aid in this difficult year.

SUPPORT

Fabric Committee

Reordering of the Church

A Faculty incorporating a variation to the previous Faculty for reordering the church was issued on 20 January 2020.

Plans for carrying out the reordering work as a single project were soon scuppered by Coronavirus and the subsequent lockdown in which the church was closed and all access to the church was prohibited.

Disruption to our plans has continued and further thought was given to ways in which we could progress work. Consideration was given to once again phasing the work, phase 1 being the work to the organ and West End together with the removal of the pulpit and screen and refixing the screen in the Cloister on the South wall of the church. A proposal to proceed on this basis was approved by the PCC in December. Our architect was instructed to obtain tenders for the phase 1 work and documents were sent to contractors. An order was also sent to Norman Hall & Sons to carry out work to the organ, commencing with its removal to their works the following January.

We received an email from Christopher Dunphy Heating who had quoted for the new heating installation that we might consider the installation of an electrical heating system as an alternative to the gas fired wet piped system originally planned. Further advice was sought and consultation took place following which it was decided to put a proposal to the PCC for its adoption due to the considerable capital cost savings in installation and to assist in our aim to meet the C of E directive that all churches should work towards zero CO² emissions.

The need for advice in fundraising and the application for grants has long been recognised. Rachael Church of Church's Consultancy has been appointed following PCC approval and she is progressing with her work.

The Church

Our architect, Stephen Oliver, carried out the Quinquennial Inspection and his report was distributed to the Fabric Committee and the PCC. An order was placed with John Lucas for carrying out urgent work and some of this has been completed. The rest will be carried out in the new year when weather permits. A schedule of work to be carried out within 1, 2 & 5 years was included in the report and action will be taken on that.

Due to the lockdown, much of the normal cleaning and maintenance work could not be carried out, but all testing needed to meet our statutory obligations has been completed satisfactorily. At the end of the first lockdown the church had to be deep cleaned and Beebys were engaged to carry out the work. We are very grateful to a generous benefactor who paid for their work.

The Churchyard

It was with considerable concern and dissatisfaction that at the beginning of the first lockdown our volunteers who keep the churchyard in such good order, were prohibited from carrying out their work due to a C of E directive. A company had to be engaged later to carry out the cutting of the grass before our volunteers could resume their duties. Since then, we are very grateful to Alan Eldred and his team for their continuing hard work which is much appreciated.

FINANCIAL REVIEW

Income

The total income in 2020 was £138,097 compared to £146,249 in 2019. This is a decrease of £8,152.

In 2020, legacies totalling were received £6,453 however, in 2019 this figure was £nil. The PCC have looked at the Church of England's recommendations regarding talking to people about making provision for the church in their will as a lasting legacy and formulating a Legacies Policy.

It has been very encouraging that those who give regularly by Standing Order or the envelope scheme have continued to support the church during 2020. However, it is essential for our financial well-being, our ability to continue to grow as a church and to reach out to those in need that we challenge ourselves year by year. We must consider this question - Is my giving at the right level today? Will it allow us to do what is needed here in Longthorpe and across the world to build the kingdom of God? Maybe considering 10% of our income or 'tithing' to the church and other charities is a good starting point.

The beautiful building is a blessing and the planned re-ordering scheme will help us to be able to use the building in more and different ways in the future but there remains the requirement to be able to provide ongoing maintenance and improvement in order to make it fit for purpose in the years to come. We hope to develop and expand our outreach and extend our generosity to all those God has placed in our care.

As in previous years, Gift Aid is a vital part of our income being £22,316 in 2020.

Expenditure

Expenditure fell to £126,622 in 2020 from £163,321 in 2019. This was mainly due to the drop in costs associated with the building being closed. Heating, lighting and other day to day running costs were reduced along with the costs of incidentals used for worship. £780 of the expenditure for the year related to the internal re-ordering project.

Deficit

The excess of income over expenditure for 2020 was £11,475 compared to a deficit of £17,072 in 2019. We cannot become complacent about our financial situation however as we are hoping to reopen the building as soon as it is safe and wise to do so. We must remain hopeful that our regular committed giving will increase in 2021 to provide enough for the church to be part of the Church of England in Longthorpe and join with God's mission to His world. .

Reserves Policy

The Finance Team and the PCC are developing a reserves policy in the light of current levels of income and expenditure and the planned reordering project.

Legacies Policy

The Finance Team is currently considering a legacies policy in line with guidance received from the Church of England.

ADMINISTRATIVE INFORMATION

St Botolph's Church is situated in Thorpe Road, Longthorpe, Peterborough. It lies within the Deanery of Peterborough, in the Diocese of Peterborough.

Correspondence is addressed to:

The Revd Jackie Bullen, 315 Thorpe Road, Peterborough PE3 6LU. (e-mail: jacqbullen@aol.com)

The Parochial Church Council (PCC) of the Ecclesiastical Parish of St Botolph, Longthorpe is a charity registered with the Charity Commission, number 1131670. The charity's trustees are the members of the PCC.

PCC members who have served from 1 January 2020 to the date this report was approved are listed in Appendix 1, together with details of the PCC's bankers and independent examiner. A statement of Trustees' responsibilities is at Appendix 3.

STRUCTURE, MANAGEMENT AND GOVERNANCE

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Councils (Powers) Measure 1956. The appointment of PCC members is governed by and set out in the Church Representation Rules. These rules provide that certain persons are ex officio members of the PCC: the Vicar, the Churchwardens, the elected representatives on Peterborough Deanery Synod and such other members of the Deanery and/or Diocesan Synod who are on the Church Electoral Roll. The rules also provide that there be a number of elected representatives of the laity on the PCC, who shall hold office from the conclusion of the annual meeting (APCM) at which they were elected to the conclusion of the third APCM thereafter.

In addition –

- the APCM on 20 April 2010 resolved that Readers had the right to be appointed to the PCC if they wished;
- the APCM on 29 April 2008 resolved that the number of elected representatives of the laity on the PCC be 9;
- the APCM on 24 April 2007 resolved that no elected representative of the laity may hold office for more than six years continuously after the date of the APCM at which he/she was elected.

Appendix 1: Details of PCC Members, Bankers and Independent Examiner

PCC members who have served from 11th April 2019 until the date this report was approved are:

Vicar	The Revd Jackie Bullen (Chairman)
Readers	Pat Hemsley, Pat Hope-Jones
Churchwardens	Brian Green (Vice Chairman), Chris Wren
Elected representatives on Peterborough Deanery Synod	Corinne Craymer, Eddie Miller, Yvette Magri, Daphne Mair, Jonathan Craymer, Ann Green
Elected at APCM 2019	Tim Ellingham, Mike Sampson, Rowena Sampson, Jan Bains* and Michael Taylor* * Casual Vacancies
Elected at APCM 2018	Sheila Barker, Barbara King, Will Hendry
Elected at APCM 2017	Phil Hemsley*, Pam Hendry, Bob Noyes* * **retired 2019
PCC Treasurer	Suzie Robinson served as Treasurer until a PCC meeting on 4 th February 2021 when she retired from the role and Tim Ellingham was elected to the role.
PCC Secretary	Liz Eldred served as Secretary until a PCC meeting on 4 th February 2021 at which she retired from the role and Alyson Mitchell was elected to the role.
Bankers :	Barclays Bank plc, PO Box 294, 1 Church Street, Peterborough PE11EZ
Independent examiner	Azets (previously Baldwins), Ruthlyn House, 90 Lincoln Road, Peterborough PE1 2SP

Appendix 2: Membership of PCC Committees

PCC committees

As required under the Church Representation Rules, the PCC has a Standing Committee, which has the power to transact the business of the PCC between meetings. The Vicar and Churchwardens are ex officio members of the Standing Committee.

In addition the PCC has established eight committees to conduct identified areas of business. Each has its own terms of reference. The Vicar is an ex officio member of every PCC Committee. The Committees report regularly to the PCC. At 31st December 2019 the membership of each Committee was as below:

Standing Committee:	The Revd Jackie Bullen (Chair), Brian Green, Chris Wren, Suzie Robinson (Treasurer), Liz Eldred (Secretary), Sheila Barker, Jonathan Craymer, Yvette Magri
Worship Committee:	The Revd Jackie Bullen (Chair), Corinne Craymer, Jonathan Craymer, John Davis, Ann Green, Pat Hemsley, Pat Hope-Jones, the Revd Barbara Howitt, Barbara King, Alison Sampson, Mike Sampson, Julie Tate, Linda Verdegem, Chris Wren
Faith Development Committee	Pat Hope-Jones (Chair) the Revd Jackie Bullen, the Revd Barbara Howitt, Corinne Craymer, Pat Hemsley, Elaine Hunt, Yvette Magri, Liz Medlock, Marjorie Peck, Julie Tate
Mission & Evangelism Committee:	The Revd Jackie Bullen (Chair), Jan Bains, Sheila Barker, Brian Green, Pam Hendry, Eddie Miller, Jane Pawley, Mike Sampson, Michael Taylor, Chris Wren
Fabric Committee:	Geoff Sayers (Chair), the Revd Jackie Bullen, John Davis, Tim Ellingham, Brian Green, Will Hendry, Jane Hogg, Sally House, Daphne Mair, David Newman, Bob Noyes, Helen Wallace, Chris Wren
Finance Committee:	The Revd Jackie Bullen (Chair), Suzie Robinson (Treasurer), Alan Eldred (Gift Aid Secretary), Jan Baines, Tim Ellingham, Will Hendry, Rowena Sampson
Pastoral Committee:	Eddie Miller (Chair), the Revd Jackie Bullen, Corinne Craymer, Liz Eldred, Ann Green, Jean Harris, Elaine Hunt, Sheila Barker, Phil Hemsley, Liz Medlock
Communications Committee:	Jane Hogg (Chair), Revd Jackie Bullen, Jonathan Craymer, Steve Collins, John Davis, Brian Green, Pat Hope-Jones, Daphne Mair, Suzie Robinson, Rowena Sampson
Events Committee:	Yvette Magri (Chair), Revd Jackie Bullen, Jan Bains, Ann Green, Pam Hendry, Jane Pawley, Tanya Sadikot, Bridget Steele, Julie Tate, Michael Taylor

Appendix 3: Statement of Trustees' Responsibility

The trustees are responsible for preparing the 'Trustees' Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

The law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2008 and trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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PAROCHIAL CHURCH COUNCIL OF ST BOLOTPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2020, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply 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 Commission 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 under section 145 of the 2011 Act and to be found in the Church guidance, 2006 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 financial statements 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
 - to keep accounting records in accordance with section 130 of the 2011 Act: and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M A Jackson FCA DChA
Azets Holdings Limited
Accountants

Date:

Ruthlyn House
90 Lincoln Road
Peterborough
PE1 2SP

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2020

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2020 Total Funds £	2019 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	126,041	-	1,957	127,998	130,319
Activities for generating funds	2(b)	510	-	-	510	1,085
Income from church activities	2(c)	6,898	-	-	6,898	11,788
Income from investments	2(d)	2,691	-	-	2,691	3,057
TOTAL INCOME		136,140	-	1,957	138,097	146,249
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	-	-	-	-	92
Church activities	3(b)	111,803	11,836	1,213	124,852	153,112
Governance costs	3(c)	990	-	-	990	960
Major capital expenditure	3(d)	-	780	-	780	9,157
TOTAL RESOURCES EXPENDED		112,793	12,616	1,213	126,622	163,321
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		23,347	(12,616)	744	11,475	(17,072)
Transfers between funds		(12,000)	12,000	-	-	-
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		11,347	(616)	744	11,475	(17,072)
Unrealised gains/(losses) on investments	5(b)	8,286	-	-	8,286	16,131
NET MOVEMENT IN FUNDS		19,633	(616)	744	19,761	(941)
Balances brought forward at 1 January	9	53,891	98,271	6,000	158,162	159,103
Balances carried forward at 31 December		73,524	97,655	6,744	177,923	158,162

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2020

		2020	2019
	Note	£	£
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
Investments	5(b)	95,282	86,996
		<u>95,282</u>	<u>86,996</u>
CURRENT ASSETS			
Debtors and prepayments	6	5,243	5,621
Short term deposits		45,371	45,179
Cash in hand and at bank		32,027	20,366
		<u>82,641</u>	<u>71,166</u>
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	-	-
		<u>-</u>	<u>-</u>
NET CURRENT ASSETS		82,641	71,166
TOTAL NET ASSETS	8	<u>177,923</u>	<u>158,162</u>
CHURCH FUNDS			
Unrestricted funds:			
General Fund		73,524	53,891
Designated funds:			
Charities Fund	10	8,207	8,043
Church Reordering Fund	11	89,448	90,228
		<u>97,655</u>	<u>98,271</u>
Restricted funds:			
Church Reordering Fund		-	-
Upkeep of Church Building		1,000	1,000
Children's Work Fund		5,000	5,000
Other restricted Funds	12	6,000	6,000
External Fund	13	-	-
Lent/Advent Appeals Fund	14	744	-
		<u>6,744</u>	<u>6,000</u>
TOTAL CHURCH FUNDS		<u>177,923</u>	<u>158,162</u>

Approved by the Parochial Church Council on and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

A Mitchell, PCC Secretary

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

2 INCOMING RESOURCES (£)					
	Unrestricted funds	Designated funds	Restricted funds	Total 2020	Total 2019
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	82,462	-	-	82,462	82,221
envelopes and other	4,683	-	-	4,683	5,620
	87,145	-	-	87,145	87,841
Planned giving, ineligible for Gift Aid:					
payroll giving, CAF vouchers	512	-	-	512	1,152
envelopes and other	121	-	-	121	-
	633	-	-	633	1,152
Collections at services:					
by Gift Aid	-	-	-	-	14
not by Gift Aid	1,144	-	-	1,144	3,456
For third parties, not Gift Aid	-	-	-	-	2,424
	1,144	-	-	1,144	5,894
Donations and all other giving:					
Once-off donations by Gift Aid	4,815	-	1,142	5,957	10,440
Wall safe	272	-	-	272	870
Donations for coffee, biscuits	-	-	-	-	11
Sundry other donations , not by GA	3,424	-	654	4,078	2,670
	8,511	-	1,796	10,307	13,991
Gift Aid recoverable from HMRC:					
on planned giving	21,872	-	161	22,033	21,277
on small donations by GASDS	283	-	-	283	164
	22,155	-	161	22,316	21,441
Other voluntary income:					
Legacies	6,453	-	-	6,453	-
	6,453	-	-	6,453	-
Voluntary incoming resources: total	126,041	-	1,957	127,998	130,319
2(b) Activities for generating funds					
Photocopying charges	5	-	-	5	-
Use of church premises	505	-	-	505	1,085
Fund-generating activities: total	510	-	-	510	1,085
2(c) Income from church activities					
Fees (for funerals, weddings etc)	4,255	-	-	4,255	5,212
Magazine sales	1,780	-	-	1,780	1,668
Magazine advertising revenue	468	-	-	468	2,587
Breakfast, lunches and Harvest meal	97	-	-	97	528
Sales of books	274	-	-	274	423
Quiet Day, Parish Retreat participants	-	-	-	-	270
Other income	24	-	-	24	1,100
Income from church activities: total	6,898	-	-	6,898	11,788
2(d) Income from investments					
Interest	59	-	-	59	482
Dividends	2,632	-	-	2,632	2,575
Investment income: total	2,691	-	-	2,691	3,057
Total incoming resources	136,140	-	1,957	138,097	146,249

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

3 RESOURCES EXPENDED (£)				2020	2019	
	Unrestricted funds	Designated funds	Restricted funds	Total Funds	Total Funds	
3(a) Costs of generating voluntary income						
Stewardship expenses, etc		-	-	-	92	
3(b) Church activities						
Charitable donations	-	11,836	1,213	13,049	23,631	
 Ministry:						
Parish Share and Deanery quota	84,193	-	-	84,193	85,680	
Parish priest's expenses	410	-	-	410	1,912	
Expenses of other ministers & laity	223	-	-	223	1,088	
	84,826	-	-	84,826	88,680	
Worship:						
Choir and music	936	-	-	936	891	
Altar requisites	384	-	-	384	877	
Flowers	82	-	-	82	83	
Other devotional material	151	-	-	151	1,349	
Baptism preparation	32	-	-	32	145	
	1,585	-	-	1,585	3,345	
Pastoral care:						
Marriage preparation	-	-	-	-	8	
Coffee/biscuits	98	-	-	98	282	
Cloister lunches	-	-	-	-	182	
Other refreshments	31	-	-	31	269	
Parish nursing	1,710	-	-	1,710	1,949	
Passover meal	-	-	-	-	-	
Pastoral care, general	79	-	-	79	440	
	1,918	-	-	1,918	3,130	
Faith development:						
Children's groups	105	-	-	105	166	
Confirmation classes	56	-	-	56	30	
Christian books for resale	216	-	-	216	648	
Bibles & books, not for resale	131	-	-	131	44	
Parish retreat / quiet day	-	-	-	-	281	
Advent calendars, Easter eggs, shoe boxes	43	-	-	43	222	
	551	-	-	551	1,391	
Mission and evangelism:						
Buggy buddies	-	-	-	-	24	
Other evangelism and mission	136	-	-	136	229	
	136	-	-	136	253	
3(b) Church activities	c/f	89,016	11,836	1,213	102,065	120,430

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2020 Total Funds	2019 Total Funds
3(b) Church activities	b/f	89,016	11,836	1,213	102,065	120,430
Communication:						
Magazine		450	-	-	450	3,385
Newsletter and website		125	-	-	125	125
Posters		503	-	-	503	323
Communication, other		458	-	-	458	-
		<u>1,536</u>	<u>-</u>	<u>-</u>	<u>1,536</u>	<u>3,833</u>
Church running expenses:						
Gas		2,310	-	-	2,310	3,424
Electricity		1,223	-	-	1,223	1,140
Water		184	-	-	184	291
Telephone		678	-	-	678	-
Internet services		476	-	-	476	556
		<u>4,871</u>	<u>-</u>	<u>-</u>	<u>4,871</u>	<u>5,411</u>
Church building, contents and land:						
Insurance		2,452	-	-	2,452	2,397
Movable fixtures, fittings & equipment		1,776	-	-	1,776	4,962
Building maintenance		5,680	-	-	5,680	3,786
Minor church building works		-	-	-	-	920
Upkeep of churchyard		572	-	-	572	2,653
Glebe land rent		287	-	-	287	574
		<u>10,767</u>	<u>-</u>	<u>-</u>	<u>10,767</u>	<u>15,292</u>
Contractual staff payments, honoraria:						
Organist		850	-	-	850	2,880
Gifts		186	-	-	186	324
		<u>1,036</u>	<u>-</u>	<u>-</u>	<u>1,036</u>	<u>3,204</u>
Support costs:						
Lease payments, photocopying costs		2,841	-	-	2,841	3,229
Stationery, postage etc n.e.s.		1,143	-	-	1,143	1,046
Treasurer's expenses		238	-	-	238	120
Bank charges		355	-	-	355	547
		<u>4,577</u>	<u>-</u>	<u>-</u>	<u>4,577</u>	<u>4,942</u>
Total cost of church activities		111,803	11,836	1,213	124,852	153,112
3(c) Governance costs						
Fees of independent examiner		990	-	-	990	960
3(d) Major capital expenditure						
Interior re-ordering project		-	780	-	780	9,157
		<u>-</u>	<u>780</u>	<u>-</u>	<u>780</u>	<u>9,157</u>
Total resources expended		112,793	12,616	1,213	126,622	163,321

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2020 Total Funds	2019 Total Funds
Actual cost					
At 1 January 2020	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2020	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2020	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2020	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2020	-	-	-	-	-
At 31 December 2020	-	-	-	-	-

(b) Investments

	2020	2019
Market value 1 January 2020	86,996	70,865
Unrealised revaluation gain	8,286	16,131
Market value at 31 December 2020	95,282	86,996

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Income tax recoverable	5,243	-	-	5,243	5,621
Other debtors	-	-	-	-	-
Total debtors	5,243	-	-	5,243	5,621

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Other creditors	-	-	-	-	-
Total creditors	-	-	-	-	-

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Tangible fixed assets	-	-	-	-	-
Investments	95,282	-	-	95,282	86,996
Fixed assets	95,282	-	-	95,282	86,996
Debtors	5,243	-	-	5,243	5,621
Cash and short-term deposits	(27,001)	97,655	6,744	77,398	65,545
Current assets	(21,758)	97,655	6,744	82,641	71,166
Current liabilities	-	-	-	-	-
	73,524	97,655	6,744	177,923	158,162

9 SUMMARY OF FUND BALANCES (£)

Summary of Fund Balances (2)

	Movements in 2020				
	Balance at 31.12.19	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.20
Unrestricted funds					
General Fund	53,891	31,633	(12,000)	19,633	73,524
	53,891	31,633	(12,000)	19,633	73,524
Designated funds					
Charities Fund	8,043	(11,836)	12,000	164	8,207
Church Reordering Fund	90,228	(780)	-	(780)	89,448
	98,271	(12,616)	12,000	(616)	97,655
Restricted funds					
Upkeep of Church Building	1,000	-	-	-	1,000
Children's Work Fund	5,000	-	-	-	5,000
Other Restricted Subtotal	6,000	-	-	-	6,000
External Fund	-	-	-	-	-
Lent & Advent Appeals	-	744	-	744	744
	6,000	744	-	744	6,744
Total funds	158,162	19,761	-	19,761	177,923

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2020	2019
Summary		
Fund balance at 31.12.2019	8,043	12,187
Incoming resources	-	-
Resources expended	(11,836)	(17,300)
Net surplus/(deficit)	(11,836)	(17,300)
Transfers to/(from) Charities Fund:		
From General Fund	12,000	13,000
From/(To) External Fund	-	(150)
From/(To) Advent appeal	-	306
Total transfers	12,000	13,156
Fund balance at 31.12.2020	8,207	8,043

Resources expended

Church activities

Donations:

Mission partners overseas	500	3,600
Mr G and Mrs S Giles	3,861	3,600
Church and mission overseas	2,000	2,400
Church and mission in the UK	600	1,800
Secular charities overseas	1,500	1,900
Secular charities in the UK	3,375	4,000
Total resources expended	11,836	17,300

11 CHURCH REORDERING FUND (designated funds)

The Church Reordering Fund was established by the PCC during 2015 to hold funds donated or generated specifically for the church reordering project.

	2020	2019
Summary		
Fund balance at 31.12.2019	90,228	42,121
Incoming resources	-	-
Resources expended	(780)	(1,893)
Net surplus/(deficit)	(780)	(1,893)
Transfers to/(from) Church Reordering Fund:		
From General Fund	-	50,000
Total transfers	-	50,000
Fund balance at 31.12.2020	89,448	90,228

Resources expended

Internal reordering work	780	1,893
Total resources expended	780	1,893

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

12 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2020 the funds consists of £1,000 for the upkeep of the Church building (2019 - £1,000) and £5,000 held for the Children's work (2019 - £5,000).

	2020	2019
Summary		
Fund balance at 31.12.2019	6,000	13,244
Incoming resources	-	20
Resources expended	-	(7,264)
Net surplus/(deficit)	-	(7,244)
Fund balance at 31.12.2020	6,000	6,000

Incoming resources

Voluntary income

Donations by individuals

Legacy income

Total incoming resources

-	20
-	-
-	20

13 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2020	2019
Summary		
Fund balance at 31.12.2019	-	-
Incoming resources	219	2,540
Resources expended	(219)	(2,690)
Net surplus/(deficit)	-	(150)
Transfers to/(from) External Fund:		
From/(To) General fund	-	-
From/(To) Charities Fund	-	150
Total transfers	-	150
Fund balance at 31.12.2020	-	-

Incoming resources

Voluntary income

Donations for Zimbabwe

Collections for third parties

Total incoming resources

219	116
-	2,424
219	2,540

Resources expended

Charitable donations

Zimbabwe School

Donations to third parties

Total resources expended

219	180
-	2,510
219	2,690

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

14 LENT AND ADVENT APPEALS (restricted funds)

14(a) LENT APPEAL

	2020	2019
Fund balance at 31.12.2019	-	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	642	1,773
Donations, not by Gift Aid	191	-
Income tax recoverable	161	-
Total incoming resources	<u>994</u>	<u>1,773</u>
Resources expended		
Charitable donations		
The Sick Children's Trust	994	-
Mercy Ships	-	1,773
Total resources expended	<u>994</u>	<u>1,773</u>
Fund balance at 31.12.2020	<u>-</u>	<u>-</u>

14(b) ADVENT APPEALS

	Year 2020	Year 2019
Fund balance at 31.12.2019	-	-
Incoming resources		
Voluntary income		
Donations, by Gift Aid	500	1,879
Donations, not by Gift Aid	244	295
Total incoming resources	<u>744</u>	<u>2,174</u>
Resources expended		
Charitable donations		
The Light Project Peterborough	-	1,868
Total resources expended	<u>-</u>	<u>1,868</u>
Transfer to Charities Fund	-	(306)
Fund balance at 31.12.2020	<u>744</u>	<u>-</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF
ST BOTOLPH, LONGTHORPE**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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PAROCHIAL CHURCH COUNCIL OF ST BOLOTPH'S LONGTHORPE

INDEPENDENT EXAMINER'S REPORT TO ST BOTOLPH'S LONGTHORPE PAROCHIAL PARISH COUNCIL

This report on the financial statements of St Botolph's Longthorpe Parochial Church Council for the year ended 31 December 2020, which are set out on the following pages, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 145 of the Charities Act 2011 ('the 2011 Act').

Respective responsibilities of the PCC and the examiner

As the members of the PCC, you are responsible for the preparation of the financial statements: you consider that the audit requirement of Regulations and section 144(2) of the 2011 Act do not apply 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 Commission 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 under section 145 of the 2011 Act and to be found in the Church guidance, 2006 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 financial statements 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
 - to keep accounting records in accordance with section 130 of the 2011 Act: and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

M A Jackson FCA DChA
Azets Holdings Limited
Accountants

Date:

Ruthlyn House
90 Lincoln Road
Peterborough
PE1 2SP

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Statement of financial activities for the year ended 31 December 2020

	Note	Unre- stricted Funds £	Design- ated Funds £	Restricted Funds £	2020 Total Funds £	2019 Total Funds £
INCOME FROM:						
Voluntary income	2(a)	126,041	-	1,957	127,998	130,319
Activities for generating funds	2(b)	510	-	-	510	1,085
Income from church activities	2(c)	6,898	-	-	6,898	11,788
Income from investments	2(d)	2,691	-	-	2,691	3,057
TOTAL INCOME		136,140	-	1,957	138,097	146,249
EXPENDITURE ON:						
Costs of generating voluntary income	3(a)	-	-	-	-	92
Church activities	3(b)	111,803	11,836	1,213	124,852	153,112
Governance costs	3(c)	990	-	-	990	960
Major capital expenditure	3(d)	-	780	-	780	9,157
TOTAL RESOURCES EXPENDED		112,793	12,616	1,213	126,622	163,321
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS		23,347	(12,616)	744	11,475	(17,072)
Transfers between funds		(12,000)	12,000	-	-	-
NET INCOMING/(OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		11,347	(616)	744	11,475	(17,072)
Unrealised gains/(losses) on investments	5(b)	8,286	-	-	8,286	16,131
NET MOVEMENT IN FUNDS		19,633	(616)	744	19,761	(941)
Balances brought forward at 1 January	9	53,891	98,271	6,000	158,162	159,103
Balances carried forward at 31 December		73,524	97,655	6,744	177,923	158,162

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Balance sheet at 31 December 2020

		2020	2019
	Note	£	£
FIXED ASSETS			
Tangible fixed assets	5(a)	-	-
Investments	5(b)	95,282	86,996
		<u>95,282</u>	<u>86,996</u>
CURRENT ASSETS			
Debtors and prepayments	6	5,243	5,621
Short term deposits		45,371	45,179
Cash in hand and at bank		32,027	20,366
		<u>82,641</u>	<u>71,166</u>
CURRENT LIABILITIES			
Creditors - amounts falling due in one year	7	-	-
		<u>-</u>	<u>-</u>
NET CURRENT ASSETS		82,641	71,166
TOTAL NET ASSETS	8	<u>177,923</u>	<u>158,162</u>
CHURCH FUNDS			
Unrestricted funds:			
General Fund		73,524	53,891
Designated funds:			
Charities Fund	10	8,207	8,043
Church Reordering Fund	11	89,448	90,228
		<u>97,655</u>	<u>98,271</u>
Restricted funds:			
Church Reordering Fund		-	-
Upkeep of Church Building		1,000	1,000
Children's Work Fund		5,000	5,000
Other restricted Funds	12	6,000	6,000
External Fund	13	-	-
Lent/Advent Appeals Fund	14	744	-
		<u>6,744</u>	<u>6,000</u>
TOTAL CHURCH FUNDS		<u>177,923</u>	<u>158,162</u>

Approved by the Parochial Church Council on and signed on its behalf by:

Reverend J Bullen, PCC Chair

T Ellingham, PCC Treasurer

A Mitchell, PCC Secretary

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

1 ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared in accordance with FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 (e.g. Longthorpe Mothers' Union).

Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing these accounts.

Incoming resources

Collections and donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Cash and cash equivalents

Cash and cash equivalents include cash in hand and deposits held at call with banks.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to a contractual provision of the instrument.

Fixed assets

Consecrated and benefice property is excluded from the accounts in accordance with section 10(2)(c) of the Charities Act, 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

Funds

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object.

Designated funds are unrestricted funds set aside by the PCC for a particular purpose or purposes. Funds so designated by the PCC may be redesignated by the PCC, so designation does not prevent funds being spent on any other purpose.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of revision and future periods where the revision affects both current and future periods.

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

2 INCOMING RESOURCES (£)					
	Unrestricted funds	Designated funds	Restricted funds	Total 2020	Total 2019
2(a) Voluntary incoming resources					
Planned giving, eligible for Gift Aid:					
standing orders	82,462	-	-	82,462	82,221
envelopes and other	4,683	-	-	4,683	5,620
	<u>87,145</u>	<u>-</u>	<u>-</u>	<u>87,145</u>	<u>87,841</u>
Planned giving, ineligible for Gift Aid:					
payroll giving, CAF vouchers	512	-	-	512	1,152
envelopes and other	121	-	-	121	-
	<u>633</u>	<u>-</u>	<u>-</u>	<u>633</u>	<u>1,152</u>
Collections at services:					
by Gift Aid	-	-	-	-	14
not by Gift Aid	1,144	-	-	1,144	3,456
For third parties, not Gift Aid	-	-	-	-	2,424
	<u>1,144</u>	<u>-</u>	<u>-</u>	<u>1,144</u>	<u>5,894</u>
Donations and all other giving:					
Once-off donations by Gift Aid	4,815	-	1,142	5,957	10,440
Wall safe	272	-	-	272	870
Donations for coffee, biscuits	-	-	-	-	11
Sundry other donations , not by GA	3,424	-	654	4,078	2,670
	<u>8,511</u>	<u>-</u>	<u>1,796</u>	<u>10,307</u>	<u>13,991</u>
Gift Aid recoverable from HMRC:					
on planned giving	21,872	-	161	22,033	21,277
on small donations by GASDS	283	-	-	283	164
	<u>22,155</u>	<u>-</u>	<u>161</u>	<u>22,316</u>	<u>21,441</u>
Other voluntary income:					
Legacies	6,453	-	-	6,453	-
	<u>6,453</u>	<u>-</u>	<u>-</u>	<u>6,453</u>	<u>-</u>
Voluntary incoming resources: total	126,041	-	1,957	127,998	130,319
2(b) Activities for generating funds					
Photocopying charges	5	-	-	5	-
Use of church premises	505	-	-	505	1,085
Fund-generating activities: total	510	-	-	510	1,085
2(c) Income from church activities					
Fees (for funerals, weddings etc)	4,255	-	-	4,255	5,212
Magazine sales	1,780	-	-	1,780	1,668
Magazine advertising revenue	468	-	-	468	2,587
Breakfast, lunches and Harvest meal	97	-	-	97	528
Sales of books	274	-	-	274	423
Quiet Day, Parish Retreat participants	-	-	-	-	270
Other income	24	-	-	24	1,100
Income from church activities: total	6,898	-	-	6,898	11,788
2(d) Income from investments					
Interest	59	-	-	59	482
Dividends	2,632	-	-	2,632	2,575
Investment income: total	2,691	-	-	2,691	3,057
Total incoming resources	136,140	-	1,957	138,097	146,249

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

3 RESOURCES EXPENDED (£)				2020	2019
	Unrestricted funds	Designated funds	Restricted funds	Total Funds	Total Funds
3(a) Costs of generating voluntary income					
Stewardship expenses, etc		-	-	-	92
3(b) Church activities					
Charitable donations	-	11,836	1,213	13,049	23,631
Ministry:					
Parish Share and Deanery quota	84,193	-	-	84,193	85,680
Parish priest's expenses	410	-	-	410	1,912
Expenses of other ministers & laity	223	-	-	223	1,088
	<u>84,826</u>	<u>-</u>	<u>-</u>	<u>84,826</u>	<u>88,680</u>
Worship:					
Choir and music	936	-	-	936	891
Altar requisites	384	-	-	384	877
Flowers	82	-	-	82	83
Other devotional material	151	-	-	151	1,349
Baptism preparation	32	-	-	32	145
	<u>1,585</u>	<u>-</u>	<u>-</u>	<u>1,585</u>	<u>3,345</u>
Pastoral care:					
Marriage preparation	-	-	-	-	8
Coffee/biscuits	98	-	-	98	282
Cloister lunches	-	-	-	-	182
Other refreshments	31	-	-	31	269
Parish nursing	1,710	-	-	1,710	1,949
Passover meal	-	-	-	-	-
Pastoral care, general	79	-	-	79	440
	<u>1,918</u>	<u>-</u>	<u>-</u>	<u>1,918</u>	<u>3,130</u>
Faith development:					
Children's groups	105	-	-	105	166
Confirmation classes	56	-	-	56	30
Christian books for resale	216	-	-	216	648
Bibles & books, not for resale	131	-	-	131	44
Parish retreat / quiet day	-	-	-	-	281
Advent calendars, Easter eggs, shoe boxes	43	-	-	43	222
	<u>551</u>	<u>-</u>	<u>-</u>	<u>551</u>	<u>1,391</u>
Mission and evangelism:					
Buggy buddies	-	-	-	-	24
Other evangelism and mission	136	-	-	136	229
	<u>136</u>	<u>-</u>	<u>-</u>	<u>136</u>	<u>253</u>
3(b) Church activities	c/f	89,016	11,836	1,213	102,065
					120,430

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

3 RESOURCES EXPENDED (continued) (£)

		Unrestricted funds	Designated funds	Restricted funds	2020 Total Funds	2019 Total Funds
3(b) Church activities	b/f	89,016	11,836	1,213	102,065	120,430
Communication:						
Magazine		450	-	-	450	3,385
Newsletter and website		125	-	-	125	125
Posters		503	-	-	503	323
Communication, other		458	-	-	458	-
		<u>1,536</u>	<u>-</u>	<u>-</u>	<u>1,536</u>	<u>3,833</u>
Church running expenses:						
Gas		2,310	-	-	2,310	3,424
Electricity		1,223	-	-	1,223	1,140
Water		184	-	-	184	291
Telephone		678	-	-	678	-
Internet services		476	-	-	476	556
		<u>4,871</u>	<u>-</u>	<u>-</u>	<u>4,871</u>	<u>5,411</u>
Church building, contents and land:						
Insurance		2,452	-	-	2,452	2,397
Movable fixtures, fittings & equipment		1,776	-	-	1,776	4,962
Building maintenance		5,680	-	-	5,680	3,786
Minor church building works		-	-	-	-	920
Upkeep of churchyard		572	-	-	572	2,653
Glebe land rent		287	-	-	287	574
		<u>10,767</u>	<u>-</u>	<u>-</u>	<u>10,767</u>	<u>15,292</u>
Contractual staff payments, honoraria:						
Organist		850	-	-	850	2,880
Gifts		186	-	-	186	324
		<u>1,036</u>	<u>-</u>	<u>-</u>	<u>1,036</u>	<u>3,204</u>
Support costs:						
Lease payments, photocopying costs		2,841	-	-	2,841	3,229
Stationery, postage etc n.e.s.		1,143	-	-	1,143	1,046
Treasurer's expenses		238	-	-	238	120
Bank charges		355	-	-	355	547
		<u>4,577</u>	<u>-</u>	<u>-</u>	<u>4,577</u>	<u>4,942</u>
Total cost of church activities		111,803	11,836	1,213	124,852	153,112
3(c) Governance costs						
Fees of independent examiner		990	-	-	990	960
3(d) Major capital expenditure						
Interior re-ordering project		-	780	-	780	9,157
		<u>-</u>	<u>780</u>	<u>-</u>	<u>780</u>	<u>9,157</u>
Total resources expended		112,793	12,616	1,213	126,622	163,321

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

4 STAFF COSTS

The PCC employs no staff. The services of the organist are provided under a contractual agreement. All other tasks required to be performed for the maintenance of the church are provided free of charge by numerous volunteers. In particular, the church benefited from the unpaid services of the Retired Priest, two Readers and the Lay Pastoral Minister.

No payments were made to any PCC member, other than the reimbursement of expenses necessarily incurred by PCC members in the performance of their voluntary duties on behalf of the PCC.

5 FIXED ASSETS (£)

(a) Tangible

	Photo-copier	Chairs	Lawn-mower	2020 Total Funds	2019 Total Funds
Actual cost					
At 1 January 2020	3,773	500	600	4,873	4,873
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31 December 2020	3,773	500	600	4,873	4,873
Depreciation					
At 1 January 2020	3,773	500	600	4,873	4,873
Charge for the year	-	-	-	-	-
At 31 December 2020	3,773	500	600	4,873	4,873
Net book value					
At 1 January 2020	-	-	-	-	-
At 31 December 2020	-	-	-	-	-

(b) Investments

	2020	2019
Market value 1 January 2020	86,996	70,865
Unrealised revaluation gain	8,286	16,131
Market value at 31 December 2020	95,282	86,996

6 DEBTORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Income tax recoverable	5,243	-	-	5,243	5,621
Other debtors	-	-	-	-	-
Total debtors	5,243	-	-	5,243	5,621

7 CREDITORS (£)

	Unrestrict- ed Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Other creditors	-	-	-	-	-
Total creditors	-	-	-	-	-

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

8 ANALYSIS OF NET ASSETS BY FUND (£)

	Unrestricted Funds	Designated Funds	Restricted Funds	2020 Total Funds	2019 Total Funds
Tangible fixed assets	-	-	-	-	-
Investments	95,282	-	-	95,282	86,996
Fixed assets	95,282	-	-	95,282	86,996
Debtors	5,243	-	-	5,243	5,621
Cash and short-term deposits	(27,001)	97,655	6,744	77,398	65,545
Current assets	(21,758)	97,655	6,744	82,641	71,166
Current liabilities	-	-	-	-	-
	73,524	97,655	6,744	177,923	158,162

9 SUMMARY OF FUND BALANCES (£)

Summary of Fund Balances (2)

	Movements in 2020				
	Balance at 31.12.19	Surplus/ (deficit)	Inter-Fund Transfers	Inc/(dec) in balance	Balance at 31.12.20
Unrestricted funds					
General Fund	53,891	31,633	(12,000)	19,633	73,524
	53,891	31,633	(12,000)	19,633	73,524
Designated funds					
Charities Fund	8,043	(11,836)	12,000	164	8,207
Church Reordering Fund	90,228	(780)	-	(780)	89,448
	98,271	(12,616)	12,000	(616)	97,655
Restricted funds					
Upkeep of Church Building	1,000	-	-	-	1,000
Children's Work Fund	5,000	-	-	-	5,000
Other Restricted Subtotal	6,000	-	-	-	6,000
External Fund	-	-	-	-	-
Lent & Advent Appeals	-	744	-	744	744
	6,000	744	-	744	6,744
Total funds	158,162	19,761	-	19,761	177,923

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

10 CHARITIES FUND (designated funds)

It is the policy of the PCC to tithe all unrestricted undesignated income. This is effected by an annual transfer from the General Fund of approximately 10% of that Fund's income to the Charities Fund.

	2020	2019
Summary		
Fund balance at 31.12.2019	8,043	12,187
Incoming resources	-	-
Resources expended	(11,836)	(17,300)
Net surplus/(deficit)	(11,836)	(17,300)
Transfers to/(from) Charities Fund:		
From General Fund	12,000	13,000
From/(To) External Fund	-	(150)
From/(To) Advent appeal	-	306
Total transfers	12,000	13,156
Fund balance at 31.12.2020	8,207	8,043

Resources expended

Church activities

Donations:

Mission partners overseas	500	3,600
Mr G and Mrs S Giles	3,861	3,600
Church and mission overseas	2,000	2,400
Church and mission in the UK	600	1,800
Secular charities overseas	1,500	1,900
Secular charities in the UK	3,375	4,000
Total resources expended	11,836	17,300

11 CHURCH REORDERING FUND (designated funds)

The Church Reordering Fund was established by the PCC during 2015 to hold funds donated or generated specifically for the church reordering project.

	2020	2019
Summary		
Fund balance at 31.12.2019	90,228	42,121
Incoming resources	-	-
Resources expended	(780)	(1,893)
Net surplus/(deficit)	(780)	(1,893)
Transfers to/(from) Church Reordering Fund:		
From General Fund	-	50,000
Total transfers	-	50,000
Fund balance at 31.12.2020	89,448	90,228

Resources expended

Internal reordering work	780	1,893
Total resources expended	780	1,893

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

12 OTHER RESTRICTED FUNDS

Other restricted funds comprise funds donated for specific purposes within the Church.

As at 31 December 2020 the funds consists of £1,000 for the upkeep of the Church building (2019 - £1,000) and £5,000 held for the Children's work (2019 - £5,000).

	2020	2019
Summary		
Fund balance at 31.12.2019	6,000	13,244
Incoming resources	-	20
Resources expended	-	(7,264)
Net surplus/(deficit)	-	(7,244)
Fund balance at 31.12.2020	6,000	6,000

Incoming resources

Voluntary income

Donations by individuals

Legacy income

Total incoming resources

-	20
-	-
-	20

13 EXTERNAL FUND (restricted funds)

The External Fund comprises funds which are donated for specified external charities.

	2020	2019
Summary		
Fund balance at 31.12.2019	-	-
Incoming resources	219	2,540
Resources expended	(219)	(2,690)
Net surplus/(deficit)	-	(150)
Transfers to/(from) External Fund:		
From/(To) General fund	-	-
From/(To) Charities Fund	-	150
Total transfers	-	150
Fund balance at 31.12.2020	-	-

Incoming resources

Voluntary income

Donations for Zimbabwe

Collections for third parties

Total incoming resources

219	116
-	2,424
219	2,540

Resources expended

Charitable donations

Zimbabwe School

Donations to third parties

Total resources expended

219	180
-	2,510
219	2,690

PAROCHIAL CHURCH COUNCIL OF ST BOTOLPH'S, LONGTHORPE

Notes to the accounts for the year ended 31 December 2020

14 LENT AND ADVENT APPEALS (restricted funds)

14(a) LENT APPEAL

	2020	2019
Fund balance at 31.12.2019	-	-
Incoming resources		
Voluntary income		
Once-off donations by Gift Aid	642	1,773
Donations, not by Gift Aid	191	-
Income tax recoverable	161	-
Total incoming resources	<u>994</u>	<u>1,773</u>
Resources expended		
Charitable donations		
The Sick Children's Trust	994	-
Mercy Ships	-	1,773
Total resources expended	<u>994</u>	<u>1,773</u>
Fund balance at 31.12.2020	<u>-</u>	<u>-</u>

14(b) ADVENT APPEALS

	Year 2020	Year 2019
Fund balance at 31.12.2019	-	-
Incoming resources		
Voluntary income		
Donations, by Gift Aid	500	1,879
Donations, not by Gift Aid	244	295
Total incoming resources	<u>744</u>	<u>2,174</u>
Resources expended		
Charitable donations		
The Light Project Peterborough	-	1,868
Total resources expended	<u>-</u>	<u>1,868</u>
Transfer to Charities Fund	-	(306)
Fund balance at 31.12.2020	<u>744</u>	<u>-</u>