

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	-	-