

**ST MARY THE VIRGIN, NORTON  
PAROCHIAL CHURCH COUNCIL**

**REGISTERED CHARITY NUMBER 1131694**

**FINANCIAL STATEMENTS**

**FOR YEAR ENDED**

**31 DECEMBER 2020**

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**ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL**  
**(Charity Registration Number 1131694)**

**INDEPENDENT EXAMINER'S REPORT**

This report on the accounts of the PCC of St Mary The Virgin for the year ended 31 December 2020, which are set out on pages 4 to 11 is in respect of an examination carried out under Church Accounting Regulations 1997 and 2001 and s.43 of the Charities Act 1993.

**Respective responsibilities of trustees and examiners**

As the members of the PCC you are responsible for the preparation of the accounts; you consider that an audit is not required for this year (under section 3(3) of the Church Accounting Regulations 1997 and section 43(2) of the Charities Act 1993 (the 1993 Act)). It is our responsibility to issue this report on those accounts in accordance with the terms of Regulation 25 of the Church Accounting Regulations 1997 and Regulation 7 of the Charities (Accounts and Reports) Regulations 1995.

**Basis of independent examiner's report**

Our examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the Act and to be found in the guidance from the CBF. That the 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 accounts, 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 we do not express an audit opinion on the view given by the accounts.

**Independent examiner's statement**

In connection with our examination, no matter has come to our attention:-

- (1) which gives us reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the requirements of the Act, as also contained in the Church Accounting Regulations 1997
- have not been met; or
- (2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Sharon White ACCA - Benson Wood Ltd  
Chartered Accountants  
Unit 21 Belasis Court  
Belasis Hall Technology Park  
BILLINGHAM  
TS23 4AZ

Date 03/06/2021

# **ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL**

## **TRUSTEES ANNUAL REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2020**

#### **Activities and performance**

Life in 2020/21 was very different for the Parish of St Mary's Norton due to the Covid-19 pandemic. Following UK Government and Public Health advice, and associated guidance from the Church of England, our regular services were suspended and the church building and parish hall were closed. As people were encouraged to isolate at home, community and parish activities were stopped to reduce any potential risk of transmission of Covid. Worship took place on-line, usually live-streamed via our Facebook account, as well as some pre-recorded on You Tube. New people joined in our regular worship for the first time, and many people reconnected with church and re-ignited their faith commitment as a result of using social media and having a sustained online presence.

Due to a significant reduction in regular face-to-face contact with worshippers and communicants from week to week, our pastoral care ministry was reinforced, with extra people joining a rota of making pastoral phone calls – listening, encouraging, supporting in excess of 200 people from week to week. Grateful & huge thanks to Ruth Langford for coordinating this at St Mary's and the incredible team effort which demonstrated the church in action: building relationships, deepening prayer, and demonstrating compassion, mercy and grace. Some volunteers helped with the Covid-19 response working with Stockton Council and Catalyst to ensure food parcels, and extended community support was given, especially to the clinically vulnerable and those isolating permanently at home. Generous donations to Norton Foodbank based at St Michael's continued, and a reduced number of volunteers sustained a presence to ensure food supplies were given to the most vulnerable during three successive periods of lockdown. Andrea Jackson, our former PCC secretary, stepped up to coordinate this phenomenal work from Easter 2020, just as the pandemic began to take effect on all our lives.

As a building, St Mary's remained open only for occasional funerals, as well as essential ministry being offered at the crematorium, often with reduced numbers able to attend, even for victims of suicide or those who had died alone. Support continued for local schools via online assemblies when possible, and pastoral care was given to professionals working 'on the frontline'. Many people, perhaps for the first time, were appropriately recognised in their vocation and calling as essential & critical workers. Some put themselves at significant risk, with the impact of Covid-19 affecting our physical, mental, emotional and spiritual health as a society and as a church for generations to come.

Thanks to sustained financial giving, especially through commitment to direct debits, and money regularly covenanted via standing order and the Parish Giving Scheme, as well as a few generous legacies, our finances and ministry at St Mary's have balanced, with an ongoing need to be extremely prudent and wise in our stewardship as lockdown easing begins. Predicted income from weddings, large-scale events, hall hire and occasional donations, much of which had been incorporated into our budget was diminished, but generous giving from faithful communicants as well as Covid-19 relief claimed from government grants enables us to breathe and give thanks. God is faithful, and even in the midst of the darkest storms, our intercessions are heard – with lives grounded and rooted in the abundance of His mercy and love.

## **ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL**

### **TRUSTEES ANNUAL REPORT (cont.)**

#### **FOR THE YEAR ENDED 31 DECEMBER 2020**

##### **Activities and performance cont'd**

We remain ever grateful to Helen & Jeremy as Church Wardens, Sue as Administrator, and PCC members for their investment, energy, care and commitment to the life and mission of St Marys in the last year. A final and sincere thanks is given to Ian Saul, who has served as PCC Treasurer for over 10 years at St Mary's and who has volunteered time, wisdom, and professional expertise to the considerable task of managing our church finances. We are deeply grateful to him, and for the energy invested in a time of transition as we welcome a new treasurer at this year's APCM. As the new dawn beyond lockdown emerges in the UK, and the memories and pain of Covid-19 remain with us, we look forward in Christ to God's preferred and promised future – always trusting and ever joyful – in a faith which promises life eternal and sustains us daily in resurrection hope.

##### **Financial Review**

The PCC faced unprecedented circumstances during 2020. Although fee income and service collections were necessarily curtailed, regular giving via bank transfer and Gift Aid Envelopes held steady and the PCC would like to extend its thanks for the generosity of the congregation.

The fall in income was matched by some necessary and some deliberate cost reductions as church activities decreased.

The PCC does not hold any funds as custodian trustee.

##### **Reserves Policy**

No new reserves were created during the year and the practice of utilising older funds where possible continues in order to maintain a high level of more flexible General Purpose Fund.

**ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

		<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS</b>	
				<b>2020 £</b>	<b>2019 £</b>
	<b>Note</b>				
<b>INCOMING RESOURCES</b>					
Incoming resources from donors	2a	51,221	0	<b>51,221</b>	56,643
Other voluntary incoming resources	2b	7,607	0	<b>7,607</b>	22,452
Income from fees and trading	2c	21,097	0	<b>21,097</b>	31,433
Other ordinary incoming resources	2d	7,644	0	<b>7,644</b>	1,277
Income from investments	2e	0	72	<b>72</b>	108
Norton Parish Church Hall	2f	0	18,972	<b>18,972</b>	15,991
<b>TOTAL INCOMING RESOURCES</b>		<b>87,569</b>	<b>19,044</b>	<b>106,612</b>	<b>127,903</b>
<b>RESOURCES USED</b>					
Grants to charities and mission	3a	688	0	<b>688</b>	1,831
Routine work of St Mary's Church	3b	54,394	6,770	<b>61,164</b>	74,540
Fees and trading expenditure	3b	8,491	0	<b>8,491</b>	14,810
Sundry	3b	118	0	<b>118</b>	805
Depreciation of fixed assets	3b	1,924	3,960	<b>5,884</b>	5,884
St Mary's Church administration	3c	16,370	0	<b>16,370</b>	17,733
Parish Groups	3d	0	0	<b>0</b>	0
Norton Parish Church Hall	3e	0	18,162	<b>18,162</b>	10,517
<b>TOTAL RESOURCES USED</b>		<b>81,984</b>	<b>28,892</b>	<b>110,877</b>	<b>126,120</b>
<b>NET INCOMING(OUTGOING) RESOURCES</b>		<b>5,584</b>	<b>(9,849)</b>	<b>(4,265)</b>	<b>1,783</b>
Transfers		0	0	<b>0</b>	0
<b>NET MOVEMENT IN FUNDS</b>		<b>5,584</b>	<b>(9,849)</b>	<b>(4,265)</b>	<b>1,783</b>
<b>BALANCES BROUGHT FORWARD AT 1ST JANUARY 2020</b>		<b>23,446</b>	<b>447,609</b>	<b>446,017</b>	<b>444,234</b>
<b>BALANCES CARRIED FORWARD AT 31ST DECEMBER 2020</b>		<b>29,030</b>	<b>437,760</b>	<b>441,753</b>	<b>446,017</b>

# ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL

FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	2020 £	£	2019 £	£
<b>FIXED ASSETS</b>					
Tangible Fixed Assets	4a		374,732		380,616
<b>CURRENT ASSETS</b>					
Debtors	6	4,342		5,625	
Short Term Deposits		16,948		16,877	
Cash at Bank and in Hand		20,573		19,206	
Parish Hall operation	8	<u>20,654</u>		<u>19,844</u>	
		62,518		61,552	
<b>LIABILITIES</b>					
Creditors: amounts falling due within one year	7	(10,392)		(11,046)	
<b>NET CURRENT ASSETS</b>			<u>52,126</u>		<u>50,506</u>
<b>NET ASSETS</b>			<u>426,858</u>		<u>431,122</u>
<b>REPRESENTED BY FUNDS</b>					
Unrestricted	5,10	47,165		41,581	
Restricted		43,091		48,980	
Restricted(Property)		<u>336,602</u>		<u>340,561</u>	
		<u>426,858</u>		<u>431,122</u>	

Approved by the Parochial Church Council on

and signed on its behalf by:



The Rev M Anderson (Chairman)



I. Saul (Hon. Treasurer)

The notes on the accompanying sheets form part of these accounts

10<sup>th</sup> May 2021

# **ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31 DECEMBER 2020**

#### **ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005. The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the full accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

#### **Funds**

Restricted funds represent a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may be expended only on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is a separate investment, interest is apportioned to individual funds on an average balance basis.

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

#### **Incoming Resources**

Planned giving, 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. Dividends are accounted for when receivable; interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

#### **Resources used**

Grants and other donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### **Fixed Assets**

Consecrated and benefice property is not included in the accounts, in accordance with section 96(2)(a) of the Charities Act 1993

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. Subsequently, no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

The freehold land and buildings comprise Norton Parish Church Hall and the Forge. The Net Book Value is based on the valuation carried out by the Ecclesiastical Insurance Group surveyor on 18th January 2006.

Depreciation is provided at an annual rate of 1% on cost, in order to write off the value of the properties over their expected useful life.

**ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**2 INCOMING RESOURCES**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS</b>	
			<b>2020 £</b>	<b>2019 £</b>
<b>2a Incoming resources from donors</b>				
Planned Giving	25,868	0	25,868	30,741
Income Tax recovered	7,193	0	7,193	9,768
Collections & plate at all services	3,523	0	3,523	11,141
Youth Work Income	0	0	0	2,799
Donations	14,637	0	14,637	2,193
	<u>51,221</u>	<u>0</u>	<u>51,221</u>	<u>56,643</u>
<b>2b Other voluntary incoming resources</b>				
Legacies	6,000	0	6,000	15,000
Fund raising for St Mary's	919	0	919	5,620
SumUP	0	0	0	0
Dedicated plate	688	0	688	1,832
	<u>7,607</u>	<u>0</u>	<u>7,607</u>	<u>22,452</u>
<b>2c Income from fees and trading</b>				
Fees	21,047	0	21,047	31,433
Kidz Club subs	50	0	50	0
	<u>21,097</u>	<u>0</u>	<u>21,097</u>	<u>31,433</u>
<b>2d Other ordinary incoming resources</b>				
Forge Rent	38	0	38	100
Sundry Income	2,313	0	2,313	3,089
HMRC CJRS	5,294	0	5,294	0
Net cost of Initiatives	0	0	0	-1,913
	<u>7,644</u>	<u>0</u>	<u>7,644</u>	<u>1,277</u>
<b>2e Income from investments</b>				
Dividends and interest	0	72	72	108
	<u>0</u>	<u>72</u>	<u>72</u>	<u>108</u>
<b>Norton Parish Church Hall</b>	0	18,972	18,972	15,991
<b>TOTAL INCOMING RESOURCES</b>	<u><b>87,569</b></u>	<u><b>19,044</b></u>	<u><b>106,612</b></u>	<u><b>127,903</b></u>

**ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**3 RESOURCES USED**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS</b>	
			<b>2020 £</b>	<b>2019 £</b>
<b>3a Grants to charities and mission</b>				
Donations from dedicated plate/charity appeals	688	0	688	1,831
	<u>688</u>	<u>0</u>	<u>688</u>	<u>1,831</u>
<b>3b Routine work of St Mary's Church</b>				
Ministry - Parish share	43,339	0	43,339	40,600
-Clergy working expenses	110	0	110	2,621
-Clergy housing	405	0	405	494
-Mission Materials	1,111	0	1,111	1,652
St Mary's running costs	4,927	5,087	10,014	8,243
Church repairs & maintenance	346	1,683	2,029	7,170
Cost of worship/services	272	0	272	2,474
Fees	8,491	0	8,491	14,810
Education & Training	0	0	0	160
Youth Worker	2,354	0	2,354	7,848
Youth Work activities	509	0	509	2,863
Forge running costs	1,020	0	1,020	415
Sundry & hospitality	118	0	118	805
Depreciation-Forge & Parish Hall	1,924	3,960	5,884	5,884
	<u>64,927</u>	<u>10,730</u>	<u>75,657</u>	<u>96,039</u>
<b>3c St Mary's Church administration</b>				
Parish administrator (less furlough)	11,138	0	11,138	11,424
Copying and general admin	3,612	0	3,612	4,468
Fees and licences	600	0	600	821
Independent examiner's fees	1,020	0	1,020	1,020
	<u>16,370</u>	<u>0</u>	<u>16,370</u>	<u>17,733</u>
<b>3d Norton Parish Church Hall</b>	0	18,162	18,162	10,517
<b>TOTAL RESOURCES USED</b>	<u><b>81,984</b></u>	<u><b>28,892</b></u>	<u><b>110,877</b></u>	<u><b>126,120</b></u>

# ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

### 4 FIXED ASSETS FOR USE BY THE PCC

#### 4a Tangible Fixed Assets

	Freehold land and buildings £	Fixtures & Fittings £	TOTAL £
Valuation as at 1st January 2020	374,003	6,613	380,616
Additions during the year	0	0	0
Depreciation - charge for the year	5,553	331	5,884
Net Book Value at 31st December 2020	<u>368,450</u>	<u>6,282</u>	<u>374,732</u>

The freehold land and buildings comprise Norton Parish Church Hall and the Forge. The Net Book Value is based on the valuation carried out by the Ecclesiastical Insurance Group surveyor on 18th January 2006. Depreciation is calculated to write off the value of the properties over their expected useful life.

#### 4b Investments

The PCC owns no investments other than those held in Permanent Endowment Funds. These are not available for realisation, under the terms of the trusts, so valuations are not included.

### 5 Analysis of Net Assets by Fund at 31 December 2020

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2020 £	2019 £
Fixed Assets	6,282	336,602	342,884	347,174
Current Assets	51,275	43,091	94,366	94,993
Current Liabilities	(10,392)	0	(10,392)	(11,046)
	<u>47,165</u>	<u>379,693</u>	<u>426,858</u>	<u>431,121</u>

# ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 DECEMBER 2020

#### 6 DEBTORS AND PREPAYMENTS

	2020	2019
	£	£
Grant Claim - VAT	245	110
Donations	0	500
Prepayment of church security	606	143
Fund raising	0	190
Music Licence	263	248
Parish Hall	301	1,197
Furlough funds	657	0
Income Tax recovered on Gift Aided giving	989	1,742
Accrued Income	1,282	1,495
	<b>4,342</b>	<b>5,625</b>

#### 7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020	2019
	£	£
Forge Heating	29	41
Clergy Expenses	0	250
Youth activities	0	94
Clergy Housing	158	200
Dedicated plate	143	457
Cost of fees	109	0
PAYE/NIC	72	150
Church gas, electricity and telephone	908	197
Amounts owed to Diocese	5,981	0
Church Repairs	0	6,162
Photocopier	30	115
Independent Examiner	1,020	1,020
Mission Materials	0	764
Grants	437	1,597
Fees prepaid for following year	1,505	0
	<b>10,392</b>	<b>11,046</b>

#### 8 NORTON PARISH CHURCH HALL

The accounts for Norton Parish Church Hall are produced by the Treasurer of the Hall Management Group independently of the PCC accounts. The Hall accounts are, therefore, not included in full but the overall figures for accumulated funds, income and expenditure are incorporated into these accounts. Copies of the Hall accounts are readily available on request.

#### 9 STAFF COSTS

The PCC employs a part time administrator. The cost of wages is included in note 3.

# ST MARY THE VIRGIN, NORTON. PAROCHIAL CHURCH COUNCIL

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

### 10 FUND DETAILS

#### 10a Unrestricted Funds

Name of Fund	Type	Object of Fund	Balance at 31.12.20 £	Balance at 31.12.19 £
Trust 258/6 Norton(PCC)	U	Church purposes	305	305
General Purposes Fund	U	Cash flow management	39,811	34,227
Choir Fund	Des	Choir and music in church	577	577
Harvest £10 Challenge	Des	Presentational equipment	3,449	3,449
Fellowship Fund	Des	Social events/hospitality	0	0
Magazine Fund	Des	Magazine support	3,023	3,023
			<b>47,165</b>	<b>41,581</b>

#### 10b Restricted Funds

Name of Fund	Type	Object of Fund	Balance at 31.12.20 £	Balance at 31.12.19 £
Newby Bequest	R	Church repairs/improvement	16,844	21,860
Trust 258/1(changed from endowment)	R	Chancel Maintenance	799	799
Trust 258/3 John Thompson	R	Church Maintenance	328	2,011
Trust 258/7(changed from endowment)	R	Churchyard Maintenance	2,065	2,065
Church Organ Maintenance and Repair	R	Church Organ Upkeep	2,401	2,401
Parish Church Hall		Accumulated funds	<b>20,654</b>	<b>19,844</b>
			<b>43,091</b>	<b>48,980</b>
Freehold Property		Bookvalue	336,602	340,561
			<b>379,693</b>	<b>389,541</b>

#### TOTAL OVERALL FUNDS

<b>426,858</b>	<b>431,122</b>
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