

**APCM 2022**

**Tuesday 26<sup>th</sup> April 2022, in Christ Church**

**TREASURER'S REPORT**

Charity number: 1132441

**Eston with Normanby Team Ministry**

**Trustees' report and financial statements**

**for the year ended 31 December 2021**

**CHIPCHASE MANNERS  
CHARTERED ACCOUNTANTS**

**384 Linthorpe Road  
Middlesbrough**

**TS5 6HA**

## **Eston with Normanby Team Ministry**

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## **Eston with Normanby Team Ministry**

### **Legal and administrative information**

Eston and Normanby Team Ministry comprise of St George's Church Normanby and Christ Church Eston and is part of the Deanery of Middlesbrough. The correspondence address is : Parish Office, Spencer Road, Normanby, Middlesbrough TS6 9BH.

The Parochial Church Council (PCC) is a charity excepted from registration with the Charity Commission.

PCC members who have served from 1 January 2021 until the date this report was approved are:

<b>Charity number</b>	1132441
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<b>PCC Members</b>	Rev G Potter	Chairperson (appointed 05/09/2021)
	M Cawley	Church Warden
	J Brown	Co-opted
	J Brunskill	Pastoral Care
	A Brunskill	
	D Lester	Secretary
	M Hill	Church Warden
	M Hunt	
	E Marley	Church Warden
	S Shaller	Synod Representative
	J Robinson	Church Warden
	D Robinson	
	I Wetherell	Treasurer
	A Rea	
	J Fotheringham	
	C McIntosh	
	M Mason	
	E Rea	(elected 18/05/2021)
	J Kilvington	(elected 18/05/2021)

<b>Accountants</b>	Chipchase Manners 384 Linthorpe Road Middlesbrough TS5 6HA
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## **Eston with Normanby Team Ministry**

### **Report of the trustees for the year ended 31 December 2021**

The trustees present their report and the financial statements for the year ended 31 December 2021. The list of Council Members who served during the year and up to the date of this report are set out on page 1.

#### **Structure, governance and management**

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. Additional members can also be co-opted during the year and then elected at the next APCM. All regular worshippers are encouraged to register on the Electoral Roll and to consider standing for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding how the funds of the PCC are to be spent.

#### **Objectives and activities**

The PCC recognises its responsibility to promote the mission of the Church, pastorally, socially and in reaching out to the local community.

#### **Achievements and performance**

##### **Financial review**

This unprecedented year has lead, as you would expect, to changes in church services due to COVID 19 restrictions and as a result changes in our finances.

Our employees have been working from home and with reduced hours, and a reduction in our Free Will Offering, including fees, has helped to reduce the churches out goings. Several of the congregation have transferred their giving to standing orders, which helped in balancing the books.

Our total income for the year was £72,257 and the corresponding expenditure was £56,043. A result of the church closures was a reduction in collections, especially in the planned giving which resulted in reduced gift aid. This was partially offset by some of the parishioners switching to standing orders. Our total Free Will Offering, including fees, was reduced this year to £13,293.

##### **Reserve Policy**

It is the PCC policy to try and maintain a balance on Unrestricted reserves equating to at least 3 months' expenditure.

Approved by the PCC on xx April 2022 and signed on their behalf by .



**Chairperson  
Rev G Potter**

## **Eston with Normanby Team Ministry**

### **Independent examiner's report to the trustees on the unaudited financial statements of Eston with Normanby Team Ministry.**

I report on the accounts of Eston with Normanby Team Ministry for the year ended 31 December 2021 set out on pages 2 to 10.

#### **Respective responsibilities of trustees and independent examiner**

As the charity's trustees you are responsible for the preparation of the accounts, you consider that the audit requirement of section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the 2011 Act, to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and to state whether particular matters have come to my attention.

#### **Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of 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 no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

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

- (i) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep proper accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
**C S Gorman**

**FCA**

**Independent examiner**

**Chipchase Manners**

**Chartered Accountants**

**384 Linthorpe Road**

**Middlesbrough**

**TS5 6HA**

## Eston with Normanby Team Ministry

### Statement of financial activities

For the year ended 31 December 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
<b>Incoming resources</b>					
Incoming resources from generating funds:					
Voluntary income	3	63,339	2,712	66,051	67,112
Activities for generating funds	4	2,742	-	2,742	3,205
Investment income	5	3,420	44	3,464	7,095
<b>Total incoming resources</b>		<u>69,501</u>	<u>2,756</u>	<u>72,257</u>	<u>77,412</u>
<b>Resources expended</b>					
Staff costs		19,070	-	19,070	18,468
Diocesan Parish share		13,293	-	13,293	20,282
Church running expenses		13,602	-	13,602	15,057
Church insurance		5,047	-	5,047	5,374
Building maintenance		2,594	39	2,633	3,486
Youth Ministry & Mission		1,734	-	1,734	69
Charitable giving		16	-	16	3,330
Depreciation		648	-	648	168
<b>Total resources expended</b>		<u>56,004</u>	<u>39</u>	<u>56,043</u>	<u>66,234</u>
<b>Net incoming resources before transfers</b>		13,497	2,717	16,214	11,178
Transfers between funds		(2,310)	2,310	-	-
<b>Net incoming resources for the year</b>		11,187	5,027	16,214	11,178
Total funds brought forward		<u>19,276</u>	<u>179,466</u>	<u>198,742</u>	<u>187,564</u>
<b>Total funds carried forward</b>		<u>30,463</u>	<u>184,493</u>	<u>214,956</u>	<u>198,742</u>

The notes on pages 6 to 10 form an integral part of these financial statements.

## Eston with Normanby Team Ministry

### Balance sheet as at 31 December 2021

	Notes	£	2021 £	£	2020 £
<b>Fixed assets</b>					
Tangible assets	6		71,871		69,951
<b>Current assets</b>					
Cash at bank and in hand		144,417		129,932	
		144,417		129,932	
<b>Creditors: amounts falling due within one year</b>	7	(1,332)		(1,140)	
<b>Net current assets</b>			143,085		128,792
<b>Net assets</b>			214,956		198,743
<b>Funds</b>	8				
Restricted income funds			184,493		179,467
Unrestricted income funds			30,463		19,276
<b>Total funds</b>			214,956		198,743

The financial statements were approved by the trustees on xx April 2022 and signed on its behalf by



**Chairperson**

.....

**Treasurer**

The notes on pages 6 to 10 form an integral part of these financial statements.

**Notes to financial statements**

**for the year ended 31 December 2021**

**1. Statement of Compliance**

The financial statements have been prepared in compliance with FRS102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland' the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland FRS102 (Charity SORP (FRS102)) and the Charities Act 2011.

**2. Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**2.1. Basis of accounting**

The financial statements are 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 accounts of church groups that owe their affiliation to another body nor those that are informal gatherings of church members.

**2.2. Fund accounting**

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

Restricted Funds represent (a) income from trusts and endowments which may be expended only on those restricted objects provided in terms of the trust of bequest and (b) donations and grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment interest is apportioned to individual funds on an average balance basis.

**2.3. Endowment funds**

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the Endowment may be used either as restricted or unrestricted funds depending upon purposes for which the endowment was established.

**2.4. Incoming resources**

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Planned giving, collections and donations are recognised when 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. Tax recoverable on planned giving is accrued up to the end of the fiscal year ending within the accounting year. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Income from investments is included in the year in which it is receivable.



**2.5. Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Grants and donations are accounted for when paid 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.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

**2.6. Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Land and buildings	-	Straight line over years
Fixtures, fittings and equipment	-	20% reducing balance

Consecrated and benefice property is not included in the accounts in accordance with S10 of the Charities Act 2011. Movable fixtures, fittings and equipment used within the church premises is depreciated on the reducing balance basis. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

**2.7. Disclosure exemptions**

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102. As such, advantage has been taken of the following disclosure exemptions available under paragraph 1.12 of FRS 102. Disclosure in respect of the financial instruments have not been presented.

**3. Voluntary income**

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Regular planned giving	48,529	-	48,529	41,428
Collections	8,380	-	8,380	2,664
Income tax recovered	-	-	-	14,463
Donations	6,730	748	7,478	7,650
Miscellaneous income	300	1,964	1,664	907
	<u>63,339</u>	<u>2,712</u>	<u>66,051</u>	<u>67,112</u>

**4. Activities for generating funds**

	Unrestricted funds £	2021 Total £	2020 Total £
Church fees	2,742	2,742	3,205
	<u>2,742</u>	<u>2,742</u>	<u>3,205</u>

**5. Investment income**

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Receipts from letting	3,420	-	3,420	6,735
Bank interest receivable	-	44	44	360
	<u>3,420</u>	<u>44</u>	<u>3,464</u>	<u>7,095</u>

**6. Tangible fixed assets**

	Land and buildings freehold £	Fixtures, fittings and equipment £	Total £
<b>Cost</b>			
At 1 January 2021	69,282	94,583	163,865
Additions	-	2,568	2,568
At 31 December 2021	<u>69,282</u>	<u>97,151</u>	<u>166,433</u>
<b>Depreciation</b>			
At 1 January 2021	-	93,914	93,914
Charge for the year	-	648	648
At 31 December 2021	<u>-</u>	<u>94,562</u>	<u>94,562</u>
<b>Net book values</b>			
At 31 December 2021	<u>69,282</u>	<u>2,589</u>	<u>71,871</u>
At 31 December 2020	<u>69,282</u>	<u>669</u>	<u>69,951</u>

Consecrated and benefice property is not included in the accounts in accordance with S10 of the Charities Act 2011. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

**7. Creditors: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Accruals and deferred income	1,332	1,140
	<u>1,332</u>	<u>1,140</u>

**8. Analysis of net assets between funds**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31 December 2021 as represented by:			
Tangible fixed assets	2,589	69,282	71,871
Current assets	29,206	115,211	144,417
Current liabilities	(1,332)	-	(1,332)
	<u>30,463</u>	<u>184,493</u>	<u>214,956</u>

**9. Unrestricted funds**

	<b>At 01 January 2021 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfers £</b>	<b>At 31 December 2021 £</b>
Unrestricted Fund	<u>19,276</u>	<u>69,501</u>	<u>(56,004)</u>	<u>(2,310)</u>	<u>30,463</u>

**Purposes of unrestricted funds**

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

**10. Restricted funds**

	At 01 January 2021 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 December 2021 £
E.M. Edward's Legacy Fund (235 Fabain Road)	69,282	-	-	-	69,282
Parish Youth Worker Designated	15,294	748	-	-	16,042
Guy Memorial Fund Designated	2,565	2	-	-	2,567
E.M. Edward's Legacy Fund	50,172	26	-	2,310	52,508
Parish Mission Fund	675	-	-	-	675
Christ Church & Hall Fund	8,859	1,963	(39)	-	10,783
CCLA Church of England Fund	18,291	10	-	-	18,301
Soul'd Out	1,600	-	-	-	1,600
CCLA Bequest Fund	12,728	7	-	-	12,735
	<u>179,466</u>	<u>2,756</u>	<u>(39)</u>	<u>2,310</u>	<u>184,493</u>

**Purposes of restricted funds**

Restricted Funds represent (a) income from trusts and endowments which may be expended only on those restricted objects provided in terms of the trust of bequest and (b) donations and grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of the year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment interest is apportioned to individual funds on an average balance basis.