

**Annual Report
and
Financial Statements
of the
Parochial Church Council
of
The Ecclesiastical Parish of Caterham**

**St. Mary the Virgin
with St. Paul & St. Lawrence**

Registered Charity Number 1134342

Year ended 31 December 2023

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St. Mary the Virgin with St. Paul and St. Lawrence, Caterham

STATEMENT OF FINANCIAL ACTIVITIES

Year ended 31 December 2023

Incorporating income and expenditure account

	Notes	Unrestricted	Designated	Restricted	2023	2022
Incoming resources						
Voluntary Income	2	93,926	7,285	5163	106,375	94,711
Activities for generating funds		7,635	0	0	7,635	7,076
Income from Church Activities		34,957	0	0	34,957	27,089
Investment Income	1	2689	0	0	2,690	761
Total		136,520	9,974	5,163	151,657	129,636
Expenditure						
Church Activities		119,396	1,452	320	121,168	107,464
Support costs		13,867	0	0	13,867	12,708
Total		133,263	1,452	320	135,035	120,172
Net income		3,257	8,522	4,843	16,622	9,464
TOTAL FUNDS B/F		(6,363)	96,160	20,337	110,134	100,670
TOTAL FUNDS C/F		(3,106)	104,682	25,180	126,756	110,134

The notes in this report form part of these financial statements

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St Mary the Virgin with St Paul & St Lawrence, caterham
BALANCE SHEET
Year ended 31 December 2023

	Notes	2023	2022
Fixed Assets			
Tangible Assets	5	0	0
Current Assets			
Debtors and prepayments	6	£10,920	£5,145
Cash at bank		£120,689	£108,266
		£131,610	£113,411
Creditors: amounts falling due			
Within one year	7	(4,854)	(3,276)
Net Current Assets		£126,756	£110,135
Net Assets		£126,756	£110,135
Parish Funds			
Unrestricted Funds	8,9 & 10	(3,107)	(6,363)
Designated Funds		£104,682	£96,160
Restricted Funds		£25,180	£20,338
Total Parish Funds		£126,756	£110,135

Approved by the Parochial Church Council and signed on its behalf by:

T. A. Mapstone

Date *24th April 2024*

The notes in this report form part of these financial statements

St Mary the Virgin with St Paul and St Lawrence, Caterham

INDEPENDENT EXAMINERS' REPORT

To the members of The Parochial Church Council of the Ecclesiastical Parish of Caterham

I report on the accounts for the year ended 31 December 2023 which are set on pages 5 -13.

Retrospective responsibilities of Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examiner is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Charities Act;
- To follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- To state whether particular matters have come to my attention.

Basis on Independent Examiner's Statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the members of the PCC 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

1. Which gives me reasonable cause to believe that, in any material respect, the requirements:
 - To keep accounting records in accordance with section 130 of the Charities Act; and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

Have not been met; or

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



Richard Dean BSc(Econ) FCA
123 Aveling Close
Purley CR8 4DA

Date... 16/4/2024



St Mary the Virgin with St Paul & St Lawrence, Caterham
NOTES TO THE FINANCIAL STATEMENTS
Year ended 31 December 2023

1. Accounting policies

Basis of preparation

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's, and in accordance with the regulations' "true and fair" provisions, together with FRS 102 as the applicable accounting standard and the current version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS102)).

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 accounts of the church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

Incoming Resources

These are included in the statement of Financial Activities (SOFA) when the PCC becomes legally entitled to the use of the resources, inflow of economic benefit is probable and the monetary value can be measured with sufficient reliability.

Funds raised from events and trading activities are reported gross in the SOFA - i.e. before any related costs that may have been deducted from the gross proceeds.

Grants and donations are included in the SOFA when any pre-conditions preventing their use by the PCC have been met. For collections and planned giving this is when the funds are received.

Gift aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Rental income from the letting of the church halls is recognised when the rental is due.

Investment income is included in the financial statements when receivable.

The value of any voluntary help received is not included in the financial statements but is described in the Trustees' annual report.

Expenditure and Liabilities

Liabilities are recognised as soon as there is a legal or constructive obligation and settlement which is probable and quantifiable.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Governance costs include costs of preparation and examination of statutory accounts.

Assets

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of "charity" by section 10(2) (a) and © of the Charities Act 2011 such asset are not capitalised in the financial statements.

Moveable church furnishings held by the Rector and Church Wardens on the special trust for the PCC and which require a faculty for disposal, are considered inalienable property and as there is insufficient cost information available such assets are not capitalised in the financial statements, but all the items are included in the church's inventory in any case.

Tangible fixed assets for use by the charity are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost. Depreciation is calculated to write off the capitalised cost of fixed assets less their current anticipated residual value over their estimated useful lives of 4 years.

Short term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

Funds

Unrestricted funds represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for a particular purpose or for spending on future projects and which are therefore not included in its 'free reserves' as disclosed in the Trustees' report,

Restricted funds are income funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the church for particular purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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St Mary the Virgin with St Paul & St Lawrence
Notes to the Account
Year ended 31 December 2023

2 Incoming Resources

Voluntary Income	Unrestricted £	Designated	Restricted £	2023 £	2022 £
Gift aid donations and regular planned giving	63,783	7,285	5,163	76,231	67,781
Tax Recoverable	16,610			16,610	16,177
Collections	12,650			12,650	7,927
Legacies	0			0	0
Donations, appeals etc.	883			883	2,825
St Lawrence Community Fund				0	0
	93,926	7,285	5,163	106,375	94,710
Activities for generating funds					
Afternoon Teas	3,971			3,971	3,766
Autumn/May Fair	2,653			2,653	2,598
Other Fundraising	0			0	0
Social Events	180			180	0
Coffee	466			466	544
Holiday Club	0			0	0
Messy Church	0			0	0
Parish Magazine advertising	0			0	10
Other Activities	365			365	158
	7,635	0	0	7,635	7,076
Income from Church Activities					
Fees for Weddings and Funerals	14,398			14,398	8,403
Church Hall Lettings	12,992			12,992	11,083
Phone Mast	6,500			6,500	6,500
Parish Magazine Sales	442			442	283
Other Activities	628			628	820
	34,958			34,958	27,089
Income from Investments					
	1	2,689		2,690	761
TOTAL INCOME	136,521	9,974	5,163	151,658	129,635

St Mary the Virgin with St Paul & St Lawrence
Notes to the Account
Year ended 31 December 2023

3 Resources Expended

Church Activities

	Unrestricted	Designated	Restricted	2023	2022
Missionary and charitable giving	1,907	1,452	320	3,679	1,602
St. Lawrence Community Fund	-	-	-	-	-
Ministry: Diocesan parish share	67,000	-	-	67,000	67,000
Other ministry costs	4,148	-	-	4,148	3,727
Church repairs and maintenance	9,993	-	-	9,993	12,487
Heat, light and water	16,002	-	-	16,002	5,946
Insurance	9,736	-	-	9,736	8,967
Organ fees and maintenance	4,168	-	-	4,168	3,935
Fees for weddings and funerals	6,315	-	-	6,315	3,800
Social Events	126	-	-	126	-
Holiday Club	-	-	-	-	-
Messy church	-	-	-	-	-
	<u>119,396</u>	<u>1,452</u>	<u>320</u>	<u>121,168</u>	<u>107,464</u>

Support costs

Salaries	7,796	-	-	7,796	7,385
Postage, printing and stationery	2,344	-	-	2,344	2,594
Cleaning and maintenance	1,938	-	-	1,938	919
Advertising and marketing	551	-	-	551	635
Bank charges	-	-	-	-	-
Telephone and internet	463	-	-	463	643
Accountancy fees	300	-	-	300	300
Other Expenses	476	-	-	476	232
	<u>13,867</u>	<u>-</u>	<u>-</u>	<u>13,867</u>	<u>12,708</u>

Total Resources Expended	<u>133,263</u>	<u>1,452</u>	<u>320</u>	<u>135,035</u>	<u>120,171</u>
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4 Staff Costs

	2023	2022
	£	£
Wages and salaries	<u>7,796</u>	<u>7,385</u>

During the year the PCC employed a Parish Administrator, organist and church cleaner (all part - time) but no payments were large enough to attract social security costs. No payments of expenses were paid to any PCC member in their capacity as a PCC member, or to persons closely connected to them or related parties.

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St Mary the Virgin with St Paul & St Lawrence
Notes to the Account
Year ended 31 December 2023

5. Tangible Fixed Assets

	Church Equipment	Total
Cost		
At 31 December 2023	<u>11,517</u>	<u>11,517</u>
Depreciation		
At 31 December 2023	<u>(11,517)</u>	<u>(11,517)</u>
Net book value		
At 31 December 2023	<u>0</u>	<u>0</u>

Church equipment comprises of computer and office equipment

6. Current Assets

Debtors and prepayments	2023	2022
	£	£
Trade debtors	882	408
Prepayments and accrued income	<u>10,040</u>	<u>4,737</u>
	<u>10,922</u>	<u>5,145</u>

7. Liabilities

Creditors: amounts falling due within one year	2023	2022
	£	£
Trade Creditors	2,722	1,133
Accruals	<u>2,131</u>	<u>2143</u>
	<u>4,854</u>	<u>3,276</u>

St Mary the Virgin with St Paul & St Lawrence
Notes to the Account
Year ended 31 December 2023

3 Resources Expended

Church Activities

	Unrestricted	Designated	Restricted	2023	2022
Missionary and charitable giving	1,907	1,452	320	3,679	1,602
St. Lawrence Community Fund	-	-	-	-	-
Ministry: Diocesan parish share	67,000	-	-	67,000	67,000
Other ministry costs	4,148	-	-	4,148	3,727
Church repairs and maintenance	9,993	-	-	9,993	12,487
Heat, light and water	16,002	-	-	16,002	5,946
Insurance	9,736	-	-	9,736	8,967
Organ fees and maintenance	4,168	-	-	4,168	3,935
Fees for weddings and funerals	6,315	-	-	6,315	3,800
Social Events	126	-	-	126	-
Holiday Club	-	-	-	-	-
Messy church	-	-	-	-	-
	<u>119,396</u>	<u>1,452</u>	<u>320</u>	<u>121,168</u>	<u>107,464</u>

Support costs

Salaries	7,796	-	-	7,796	7,385
Postage, printing and stationery	2,344	-	-	2,344	2,594
Cleaning and maintenance	1,938	-	-	1,938	919
Advertising and marketing	551	-	-	551	635
Bank charges	-	-	-	-	-
Telephone and Internet	463	-	-	463	643
Accountancy fees	300	-	-	300	300
Other Expenses	476	-	-	476	232
	<u>13,867</u>	<u>-</u>	<u>-</u>	<u>13,867</u>	<u>12,708</u>

Total Resources Expended	<u>133,263</u>	<u>1,452</u>	<u>320</u>	<u>135,035</u>	<u>120,171</u>
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4 Staff Costs	2023	2022
	£	£
Wages and salaries	<u>7,796</u>	<u>7,385</u>

During the year the PCC employed a Parish Administrator, organist and church cleaner (all part - time) but no payments were large enough to attract social security costs. No payments of expenses were paid to any PCC member in their capacity as a PCC member, or to persons closely connected to them or related parties.

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St Mary the Virgin with St Paul & St Lawrence
Notes to the Account
Year ended 31 December 2023

8 FUNDS

Restricted funds represent funds held for the following particular purposes:

	2023	2022
	£	£
Bell Tower	6,693	6,663
St. Mary's Hall	2,386	2,386
St. Mary's Church Fabric	3,356	3,356
St. Lawrences church fabric	3,356	3,356
Organ Restoration	7,058	2,245
Sound System	1,536	1,536
Churchyard Conservation	-	-
Windows	435	435
Flame	278	278
Youth Worker	81	81
	25,180	20,337

Designated funds represent unrestricted funds designated by the PCC for particular purposes or for spending on future projects:

	2023	2022
	£	£
Parsonage Investment	61,289	58,600
Croydon Mission Grant	600	600
Fabric	12,323	12,323
150th Anniversary	8,729	8,729
Youth Groups	2,272	2,272
Evangelism and Mission	1,000	1,000
Lego Build Project	6,328	6,179
Flower Contingency	779	779
Pastoral	540	540
Free Spirit Music Group	20	516
Spire Fund	7,214	1,353
St Lawrence's Improvement fund	3,501	3,182
Traidcraft	87	87
	104,682	96,160

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St Mary the Virgin with St Paul & St Lawrence
Notes to the Account
Year ended 31 December 2023

9 SUMMARY OF FUND MOVEMENTS

	Unrestricted	Designated	Restricted	Total
	£	£	£	£
Balance at 1 January 2023	(6,363)	96,160	20,337	110,134
Incoming resources	136,521	9,974	5,163	151,658
Resources Expended	(133,263)	(1,452)	(320)	(135,035)
Balance at 31 December 2023	(3,106)	104,682	25,180	126,756

10 SUMMARY OF ASSETS BY FUND

	Unrestricted	Designated	Restricted	Total
	£	£	£	£
Tangible Fixed Assets	0	0	0	0
Debtors and Prepayments	10,920	0	0	10,920
Cash at Bank and in Hand	(9,173)	104,682	25,180	120,689
Creditors:	(4,854)	0	0	(4,854)
Amounts falling due within one year		0	0	0
	(3,107)	104,682	25,180	126,756