

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST.MARY & ST.BOTOLPH'S WHITTON, IPSWICH.

England & Wales · Charity number 1139484

Details

Other names WHITTON PCC

Status Registered

Legal form Other

Registered 2010-12-23

Register [View on the Charity Commission register](#)

Contact

Address 5 The Cambria
Regatta Quay
Key Street
Ipswich
IP4 1FF

Phone 01473286944

Website <https://www.whittonparish.co.uk/>

Activities

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

Activities: We are the parish church for the parish of Whitton, Ipswich and provide church services for all those who choose to attend. We also provide holiday clubs and services for the young people of our parish

Classification

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

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£151,062	£135,418	-	-
2023-12-31	£162,555	£122,004	-	-
2022-12-31	£134,180	£146,348	-	-
2021-12-31	£164,722	£184,448	-	-
2020-12-31	£154,073	£68,552	-	-

Trustees

Name	Role	Appointed
Rev Mary Noreen Cecily SOKANOVIC	Chair	2016-12-05
BEVERLY JOY FROST		2019-04-29
BRIDGET ANN KEMP		2018-04-30
CHRISTOPHER LEIGH BULPITT		2017-04-30
Fleur Louise Spore		2021-05-24
MARTIN STEWARD		2018-04-30
MR RAY BOGGIS		2017-04-24
PHILIP JAMES KEEBLE		
ROBERT JONES		2019-04-30
Rebecca Dawn Moore		2021-05-24
SARAH LOUISE COWARD		2017-09-01
SHEILA FRANCES EVELYN BROOKS		2018-04-30

Accounts

**The
Diocese
of
St Edmundsbury and Ipswich**



**Annual Report
and
Financial Statements
of the
Parochial Church Council
of
St Mary's & St Botolph's Church
Whitton, Ipswich
Suffolk**

For the year ended 31 December 2024
ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH

REPORT AND FINANCIAL STATEMENTS 2024

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**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024**

REFERENCE AND ADMINISTRATIVE INFORMATION

Church: **St Mary and St Botolph**

Address: **Whitton Church Lane**

Ipswich

Suffolk

Postcode: **IP1 6LT**

Priest In Charge

Name: **Revd M Sokanovic**

Address: **Side View**

School Road

Coddenham

Postcode: **IP6 9PS**

Telephone: **07824 323073**

Bankers

Name: **CAF Bank Ltd**

Address: **25 Kings Hill Avenue**

Kings Hill

West Malling

Postcode: **ME19 4JZ**

Examiner

Name: **Charlotte Hodgson**

Address: **C/o 4 Cutler Street**

Ipswich

Postcode: **IP1 IUQ**

Church Membership

Electoral Roll – Resident:	44
Electoral Roll – Non- Resident:	40
Average Weekly Adult Attendance	65
Average Weekly Young Persons Attendance:	4

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024

REFERENCE AND ADMINISTRATIVE INFORMATION (continued)

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

	<u>Name</u>	<u>Term of Office Ends</u>
<i><u>Incumbent:</u></i>	Revd M Sokanovic	
<i><u>Assistant Curate:</u></i>	Revd J Irwin	
<i><u>Churchwardens</u></i>	Mrs P Neesam	May 2025
	Ms S Coward	May 2025
<i><u>Deanery Synod Representative(s):</u></i>	Mr C Bulpitt	May 2026
<i><u>Elected Member(s):</u></i>	Mr R Boggis	May 2026
	Mrs S Brooks (<i>Secretary</i>)	May 2027
	Mr R Jones	May 2025
	Mrs R Newman	May 2027
	Mrs R Moore	May 2027
	Miss F Spore	May 2027
	Mrs B Kemp	May 2027
	Mr M Steward	May 2027
	Mrs K Marjoram	May 2007
<i><u>Ex Officio</u></i>	Mr P Keeble (<i>Treasurer</i>)	May 2025
<i><u>Co-opted</u></i>	Mrs A Marjoram (<i>Cashier</i>)	May 2025

*NB All PCC Members are
Elected for a notional 3 year
Term of office*

-

The PCC is registered with the Charity Commission. No: - 1139484

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Committees

The PCC operates through a number of informal panels that report back to the PCC for decision-making:

Standing Committee:

This Committee consists of the Chairman, the Vice Chairman, Churchwardens, Secretary and a PCC member. This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Other Committees:

Finance - oversees the general financial dimension of the work of the parish by monitoring income and expenditure against a pre-planned budget, budgeting and co-ordination of the annual review of the Christian Stewardship of money through planned giving.

Fabric - attends to matters relating to the stewardship of the fabric of the church and two halls together with the surrounding land. The general upkeep and maintenance of the Churchyard is the responsibility of Ipswich Borough Council as the graveyard was closed for burials, except for existing double grave vacancies and spaces reserved by faculty, by Order in Council many years ago. There have been 9 interments of ashes and no burials in the graveyard during the year.

Mission - attends to matters relating to the mission and outreach of the parish and to the promoting of Christian education within the congregation.

Social - arranges and oversees social occasions offering opportunity for fellowship and also promotes fundraising ideas and events for the benefit of the Parish. It was felt that fundraising could also be used as a form of mission, and to publicise the Church around the area.

Communication- organises the parish publicity via The Whitton Times, the weekly Pew Sheet, and the Parish website. In addition it arranges the distribution of information regarding Parish events.

Liturgy and Worship- prepares the service booklets for each of the Church seasons. It is also responsible for the smooth running of the services.

Church Attendance.

There were 84 parishioners on the electoral roll at the end of 2024, 40 of whom were not resident within the parish. During the year 2 people died.

The average Weekly Attendance, in person (at the normal Sunday and Wednesday services) counted during October 2024 was 65 adults and 4 children under 16 years of age. Church at home estimated viewing 105. (Including daily Compline).

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024**

AIMS AND OBJECTIVES

The Parochial Church Council has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical [PCC (Powers) Measure 1956 Section 2]

At the PCC zoom meeting held on September 12th 2024, the aims and objectives for the Parish were reviewed & agreed.

- to serve the area as a Parish Church
- to provide a centre for traditional worship
- to foster youth development
- to embody 'The Five Marks of Mission' as the guiding directive in our Parish

In planning the activities of the Parish for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, ordinary people are encouraged to live out their faith as part of our parish community through:

- different types of Worship and prayer; learning about the Bible; and developing their knowledge and trust in Jesus.
- provision of pastoral care for people living in the Parish.
- activities for children from Schools in the Parish.
- Missionary and outreach work.

THE FIVE MARKS OF MISSION

TELL – To proclaim the good news of the Kingdom

TEACH – To teach, baptise and nurture new believers

TEND – To respond to human need by loving service

TRANSFORM – To seek to transform unjust structures in society

TREASURE – To strive to safeguard the integrity of creation, and sustain and renew the life of the earth.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024**

ACHIEVEMENTS AND PERFORMANCE

Review of the year

The full PCC met 6 times during the year with an average attendance of 78%.

Our Learning Community and panels have met between meetings and reports of these were presented at the following PCC meetings and discussed as necessary.

The general running repairs and maintenance of the Church, churchyard and halls have been addressed by the Parish working party. A nearby resident continues to care for a small flower garden adjacent to the church gate.

Since its refurbishment the North Aisle has been used continuously as a hub both by church and community for meetings and other events. During the year after much research an Incumbent's board was created and is now installed in the North Aisle. The North Aisle is also home to our Wednesday morning Community Café, where financial advice is offered, and monthly a Network Lunch where representatives of community organisations meet.

The fabric of both the Parish Hall and the Ascension Hall continues to give rise for concern. A hand made bespoke bookcase for the use of children has been installed in the Baptistry. During the current year the hiring of our halls continues to be successful. The Scout and Guide Organisations and Whitton Youth Partnership are regularly meeting in our two halls. The holiday activities run by Whitton Youth Partnership have been a success with large numbers attending. The spring bulb planting programme in memory of loved ones departed took place after our service of Light and Life.

The children's singing and drama group, Whikidz, were able to perform a delightful concert and also have sung in Church..

Remembrance Sunday service this year was held in Church and processed to The War Memorial for the Act of Remembrance. We also had a short service of Remembrance in the churchyard at St Mary Akenham, on Armistice Day.

Our well regarded Compline continues every weekday evening a 9pm reaching people far and wide and is led by a team of clergy and lay people.

Our monthly All Together Church Services, now into our second year continue to prove popular bringing new people to faith. In February Bishop Mike came to confirm six new members of our congregation. In May we shared a service of Pentecost Praise and tea with our local URC Church.

During the year we have welcomed Ipswich Deaf Church to the Ascension Hall where a signed service of the word is held once a month for the deaf members of the Diocese. The service is opened to all but is considered part of the Whitton Church family. Their congregation averages around 20 people.

Thanks to the goodwill of many people our participation in Operation Christmas Child resulted in 49 filled shoe boxes being sent to children overseas.

During the year our elders have been taking Holy Communion to the house bound.

Our Top-up shop for the people in our community continues successfully with a team of regular volunteers. The produce on offer varies from fresh fruit and vegetables to pasta and long-life milk,

tinned goods and toiletries. Anyone in need may come, no referral is required and there is no means testing. Numbers visiting the shop have remained stable with an average of 40-45 visitors per week. Thanks to generous donations we were able to give our visitors Easter and Christmas bags and flowers for Mothering Sunday. At our visitors request a Top up Carol service was held in December.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024

ACHIEVEMENTS AND PERFORMANCE (continued)

Review of the year (continued)

There were 3 Weddings during the year and 4 Baptisms were held. There were 17 funeral services held in Church. In addition the Incumbents of the Parish conducted 18 funeral services at the Ipswich & Seven Hills Crematoriums.

We celebrated Harvest with a lunch, held two quiz evenings and held enjoyable and successful Spring and Christmas Fayres. Our Men's and Ladies breakfasts continued to be held during the year. An Akenham cream tea was held in August in the Churchyard of St Mary's, prior to Evensong.

No collections were paid through Restricted funds.

PCC Members – Expenses

£

M. Sokanovic	2,259.14
S. Coward	100.00
R. Moore	76.35
P. Keeble	397.59
R. Boggis	45.72

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024**

FINANCIAL REVIEW

The planned giving through the envelope scheme gift aid was £35,232.50. This is a decrease on last year of £987.50 (2023: increase of £1,584.00). Cash collections increased by 11.0% (2023: increase of 9.1%) this equates to an overall decrease in giving of 0.1% (2023 increase of 5.1%). We paid 70.1% of our Parish Share target.. (2023 75.9%).

Reserves Policy

The PCC of St Mary's & St Botolph met on 12th September 2024 to review and agree the Parish policy on reserves. It was agreed that:

The Fabric Fund reserve should be no less than £1,000 to cover emergency payments.

The Organ Fund reserves should contain £500 to cover general maintenance costs.

General Fund Reserve (Deposit & Current Account) should be maintained no less than £8,500 to cover one month's operating expenses.

Missions Fund, no less than £500 to cover emergency grant aids.

The valuation of Diocesan Board of Finance (DBF) Investment reserves was agreed to be not less than £25,000, to reflect the current stock market situation, and would be kept under review.

RISK ASSESSMENT

The PCC (as charity trustees) has reviewed and amended the comprehensive, strategic plan compiled in 2003, setting out the major opportunities available to the Church, and the risks to which it is exposed. The PCC has monitored progress against the strategic objectives set out in the plan at each meeting and a comprehensive review of the plan will be carried out annually. The PCC has set up through the Finance, Fabric, Mission & Social committees an ongoing review of all aspects of risk assessment, which cover the following aspects.

Financial Risks – The Finance committee maintains a constant overview reporting to the PCC ad hoc. The PCC believes that most aspects of financial risk are reviewed at regular meetings of the committee. They produce an annual budget, which is passed by the PCC, the budget is then monitored on a regular basis, and any major expenditure is investigated by the committee before approval by the whole PCC. It is the view of the PCC that financial risks are greatly minimised by the activity of the committee.

Reputation Risk – Over the last year any sensitive issues that have been discussed in confidence at PCC meetings always took into account the reputational concerns when making decisions. During the year the joint committees have reviewed how we avoid unwelcome publicity, which hinders the mission of the Church.

Statutory and Legal Requirements -The Parish has adopted the Diocesan Safeguarding Policy and to ensure that the policy is maintained a Safeguarding officer, has been appointed. Key workers are to be checked with the Disclosure and Barring Service (DBS). Other people working with children are to complete a confidential Declaration. The fabric & social committees ensure that activities carried out meet the necessary legal requirements. These committees will continue to review their activities and assess the risks so as to ensure that health and safety, employment law, and associated difficulties, which could lead to compensation claims, are minimised. Regarding Health & Safety, the Ecclesiastical Insurance model policy has been adopted. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure to have regard to the House Of Bishops guidance on safeguarding children and vulnerable adults.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2024 TO 31 DECEMBER 2024**

RISK ASSESSMENT (continued)

Operational Risk -Through the work of the Church Elders, Church Wardens & other church officers, systems are in place so that services can go ahead without Clergy, in cases of emergencies. The PCC will continue to carry out a full risk assessment on threats to the Church ability to deliver its objectives.

The PCC [as Charity Trustees] has established systems and procedures to mitigate those risks identified in the plan. The implementation of procedures have minimised any potential impact on the charity. There has been nothing adverse reported.

DECLARATION

The Parochial Church Council declare that they have approved their annual report above

Signed on behalf of the Parochial Church Council

Signature

Date October 2025

Rev'd Mary Sokanovic
Priest in Charge

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES (MEMBERS OF THE
PAROCHIAL CHURCH COUNCIL)**

I report on the financial statements of the PCC for the year ended 31 December 2024 which are set out on pages 10 to 22.

Respective responsibilities of Trustees and the Examiner

The church's trustees are responsible for the preparation of the financial statements, they consider that an audit is not required for this year under 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 Commissioners (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 report

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 with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with the Act; and
 - b. to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Act and the Regulations have not been met;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date October 2025

Charlotte Hodgson
C/o 4 Cutler Street
Ipswich
IP1 1UQ

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

FROM 1 JANUARY 2024 TO 31 DECEMBER 2024
STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted funds 2024		Restricted funds 2024	Total funds 2024	Total funds 2023
Incoming resources	Notes	General	Designated			
		£	£	£	£	£
Incoming resources from generated funds:						
- Voluntary income	3.1	49,232.47	-	2,760.74	51,993.21	56,700.23
Activities for generating funds	3.2	15,198.13	-	-	15,198.13	15,027.88
Investment Income	3.3	6,427.35	-	-	6,427.35	4,633.92
Incoming resources from charitable activities	3.4	3,347.42	2,819.71	60,709.22	66,876.35	75,564.51
Other incoming resources	3.5	9,421.40	1,146.00	-	10,567.40	10,628.00
Total incoming resources		83,626.77	3,965.71	63,469.96	151,062.44	162,554.54
Resources expended						
Costs of generating funds						
- Costs of generating voluntary income	4.1	-	-	-	-	-
Charitable activities	4.2	77,378.25	12,524.54	42,831.22	132,734.01	118,910.15
Other resources expended	4.3	2,512.00	171.60	-	2,683.60	3,093.80
Total resources expended		79,890.25	12,696.14	42,831.22	135,417.61	122,003.95
Net incoming resources before transfers		3,736.52	(8,730.43)	20,638.74	15,644.83	40,550.59
Gross transfers between funds	6	350.00	-	(350.00)	-	-
Net incoming resources before other recognised gains		4,086.52	(8,730.43)	20,288.74	15,644.83	40,550.59
Other recognised gains						
Gains and losses on investment assets		1,577.23	-	-	1,577.23	5,292.09
Net movement in funds		5,663.75	(8,730.43)	20,288.74	17,222.06	45,842.68
Total funds brought forward		71,014.83	48,368.11	106,608.40	225,991.34	180,148.66
Total funds carried forward		76,678.58	39,637.68	126,897.14	243,213.40	225,991.34

All incoming and expended resources derive from continuing activities.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

BALANCE SHEET AS AT 31 DECEMBER 2024

		Unrestricted funds 2024		Restricted funds 2024	Total this year 2024	Total last year 2023
	Notes	General £	Designated £	£	£	£
Fixed assets						
Tangible assets	8	-	-	-	-	-
Investments	9	62,390.75	-	-	62,390.75	60,813.52
Total fixed assets		62,390.75	-	-	62,390.75	60,813.52
Current assets						
Debtors	10	6,880.80	-	1,224.75	8,105.55	5,225.13
Cash at bank and in hand		15,434.75	39,809.28	126,748.39	181,992.42	175,819.47
Total current assets		22,315.55	39,809.28	127,973.14	190,097.97	181,044.60
Creditors: amounts falling due within one year	11	8,027.72	171.60	1,076.00	9,275.32	15,866.78
Net current assets		14,287.83	39,637.68	126,897.14	180,822.65	165,177.82
Net assets		76,678.58	39,637.68	126,897.14	243,213.40	225,991.34
Funds of the PCC						
Unrestricted funds						
- Designated funds	12	-	39,637.68	-	39,637.68	48,368.11
- General funds		76,678.58	-	-	76,678.58	75,278.29
Restricted funds	13	-	-	126,897.14	126,897.14	106,608.40
Total funds		76,678.58	39,637.68	126,897.14	243,213.40	225,991.34

Signed on behalf of the Parochial Church Council

Rev'd Mary Sokanovic _____
Priest in Charge

Date October 2025

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

1. Basis of preparation

1.1. Basis of accounting

These accounts 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 with the Regulations' "true and fair view" provisions, and have been prepared under FRS102 (2016) as the applicable accounting standard.

2. Accounting policies

2.1. Fund accounting

- Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the church. Unrestricted funds include revaluation reserves representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the PCC for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

2.2. Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the PCC are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

2.3. Resources expended and irrecoverable VAT

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

2.4. Allocation of costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

2.5. Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.6. Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gifts to which they relate.

2.7. Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

2.8. Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

2.9. Volunteer help

The value of any voluntary help received is not included in the accounts.

2.10. Investment income

This is included in the accounts when receivable.

2.11. Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.12. Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.13. Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

2.14. Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the charity on receipt. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at four years.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.15. Investments

Investments are valued at market value at the year end.

3. Analysis of incoming resources

3.1	Analysis	This Year	Last Year
		£	£
Voluntary income	Planned giving	35,232.50	36,220.00
	Inland revenue refunds	8,196.41	7,171.82
	8.00am Cash collections	-	1.70
	9.30am Cash collections	3,916.82	3,526.74
	6.30pm Cash collections	142.50	190.27
	Other services Cash collections	1,011.87	1,064.76
	Wednesday – Ascension	495.61	230.00
	Contributions to church upkeep	541.63	1,222.87
	Sundry Offering	653.71	786.47
	Sundry donations	1,802.16	6,285.60
		51,993.21	56,700.23
3.2	Analysis	This Year	Last Year
		£	£
Activities for	Hire of Parish hall	7,265.28	7,623.51
generating funds	Hire of Ascension hall	7,932.85	7,404.37
		15,198.13	15,027.88
3.3	Analysis	This Year	Last Year
		£	£
Investment Income	Dividends	1,521.06	1,497.80
	Interest	4,906.29	3,136.12
		6,427.35	4,633.92

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

3.4	Analysis	This Year	Last Year
		£	£
Incoming resources	Fund raising events	3,255.42	3,938.13
Activities	Children Worker	11,450.00	-
	Church floodlighting	187.50	137.50
	Mission & Outreach	-	21.96

Hall Maintenance	2,122.37	2,008.66
Church Fabric	-	78.40
Akenham	440.40	355.01
Office Equipment	136.59	112.97
Community Choir	318.25	-
Ascension Renovation Fund	15,000.00	25,000.00
Basic Life Pop Up Shop	27,291.74	27,940.32
Mum's & Tot's	210.73	243.26
Children's Ministry	251.00	-
Suffolk Hardship Fund	-	13,500.00
Legacies	-	2,228.30
Whitton Parish Hall Renovation	3,000.00	-
Botolph's Bounty	3,000.00	-
Resources	92.00	-
PCC Discretionary Fund	120.35	-
	66,876.35	75,564.51

3.5	Analysis	This Year £	Last Year £
Other incoming Resources	PCC fees	5,118.90	5,273.00
	Priest fees	1,026.00	1,527.00
	Organist fees	1,025.00	825.00
	Organ fund	60.00	185.00
	Choir fees	324.00	230.00
	Vergers fees	420.00	450.00
	CCLI & PA	1,086.00	1,152.00
	Wedding Deposit Fees	800.00	500.00
	Travel fee for Clergy-Funeral	707.50	486.00
		10,567.40	10,628.00

4. Analysis of resources expended

4.1	Analysis	This Year £	Last Year £
Costs of generating voluntary income	Other donations	-	-

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS NOTES TO THE ACCOUNTS

4.2	Analysis	This Year £	Last Year £
Charitable activities	- Mileage claims: Rector	1,100.38	1,029.30
	- Other expenses: Rector	267.88	201.17
	Parish Share Payment	42,250.00	43,476.00
	Church upkeep	1,632.00	1,977.84
	Printing, stationery and postage	2,762.19	2,756.64

Telephone	1,467.86	2,322.14
Church hall running costs- Electricity	1,910.72	2,229.56
- Gas	2,879.26	2,254.73
- Water	484.78	346.36
- Cleaning, repairs and renewals	2,770.10	1,972.50
Ascension hall running costs- Electricity	1,029.99	648.00
- Gas	2,700.69	4,607.34
- Water	345.06	392.62
- Cleaning, repairs and renewals	2,768.34	2,051.05
Parish church running costs -	1,366.00	1,654.00
Electricity		
- Gas	5,747.40	4,509.46
- Water	92.76	164.55
Insurance	4,815.58	4,614.21
Resources	576.72	956.57
Bank charges	115.54	147.36
Basic Life pop up shop	14,063.43	16,522.53
Mission & Outreach	-	574.00
Suffolk Hardship	-	4,400.00
Churchyard	200.00	32.64
PCC discretionary fund	175.00	87.00
Office Equipment and Services	315.84	482.94
Hall Maintenance	1,098.72	2,350.01
Legacies	1,006.13	-
Ascension Repairs	12,151.20	-
Church Fabric	8,295.48	8,253.56
Botolph's Bounty	8,065.16	2,609.44
Community Restart Funding	554.46	1,061.29
Sundry Donations	1,327.50	1,815.90
Akenham	-	40.18
Community Choir	90.34	-
Childrens' Ministry	43.13	188.36
CCLI & PA	1,633.37	1,387.88
Church Silver	4,135.00	-
Incumbents Board	-	793.00
Children Worker	2,496.00	-
	132,734.01	118,910.15

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

4.3	Analysis	This Year	Last Year
		£	£
Other resources	Priest fees	1,026.00	1,527.00
Expended	Organist fees	1,170.00	610.00

Organ Fund	171.60	166.80
Incumbents Board	-	-
Choir pay	316.00	340.00
Rectors Travel Fees	-	-
Verger fees	-	450.00
	2,683.60	3,093.80

5. Details of certain items of expenditure

5.1. PCC expenses

	This Year £	Last Year £
Number of PCC members who were reimbursed expenses	5	6
Nature of the expenses		
- Printing, stationery and postage	46.20	316.69
- Hall Maintenance	45.72	14.22
- Church upkeep	-	28.99
- Mileage	1,100.38	1,029.30
- Other Ministry expenses	237.88	181.17
- Community Restart Funding	-	135.06
- Telephone	286.00	864.51
- Office Equipment	135.84	302.94
- Childrens' Ministry	43.13	188.36
- Top Up Shop	-	2,332.33
- Botolph's Bounty	194.99	-
- Church Fabric	-	102.06
- Community Choir	90.34	-
- Mission & Outreach	-	28.00
- CCLI/PA	177.60	177.60
- Resources	395.72	582.57
- PCC Discretionary Fund	125.00	27.00
Total amount paid	2,878.80	6,310.80

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

5.2. Fees for examination or audit of the accounts

	This Year £	Last Year £
Independent examiner's fees for reporting on the accounts	-	-

6. Gross transfers between funds

See notes 12.2 and 13.2 for a detailed analysis of the relevant movements.

The only movement affecting the general fund was a transfer in of £350.00 from Mums and Tots.

7. Paid employees

7.1. Staff Costs

	This Year £	Last Year £
Gross wages, salaries and benefits in kind	-	-
	-	-

7.2. Average number of full-time equivalent employees in the year

	This Year No.	Last Year No.
Other	1	1
	1	1

8. Tangible fixed assets

8.1 Cost or valuation

	Fixtures, fittings and equipment £	Total £
Balance brought forward	-	-
Additions	-	-
Disposals	-	-
Balance carried forward	-	-

8.2 Accumulated depreciation and impairment provisions

	Fixtures, fittings and equipment £	Total £
Balance brought forward	-	-
Depreciation charge for the year	-	-
Disposals	-	-
Balance carried forward	-	-

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

8.3 Net book value

	Fixtures, fittings and equipment £	Total £
Brought forward	-	-

Carried forward

-	-
---	---

The churches, halls and fittings within them, though were acquired but not capitalised in previous years, have not been included at a valuation due to the impractical nature of this task.

9. Investment assets***Analysis of investments***

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

	2024			2023		
	Cost	Market value at year end	Income from investment for the year	Cost	Market value at year end	Income from investment for the year
	£	£	£	£	£	£
- DBF investment fund 1	793.00	6,341.33	178.17	793.00	6,018.27	170.61
- DBF investment fund 2	7,500.00	56,049.42	2,510.88	7,500.00	54,795.25	2,278.81
	8,293.00	62,390.75	2,689.05	8,293.00	60,813.52	2,449.42

The investments were valued at 31 December 2024 by the Diocesan Board of Finance.

10. Debtors and prepayments***Analysis of debtors***

	Amounts falling due within one year	
	This year	Last year
	£	£
Trade debtors	8,105.55	5,225.13
Other debtors	-	-
Prepayments and accrued income	-	-
	8,105.55	5,225.13

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS**11. Creditors and accruals*****Analysis of creditors***

	Amounts falling due within one year	
	This year	Last year
	£	£
Trade creditors	9,275.32	15,866.78
Accruals and deferred income	-	-
Loans and overdrafts	-	-
	9,275.32	15,866.78

12. Designated funds

12.1 Funds held

Fund Name	Type	Purpose and restrictions
Akenham	Designated	Maintenance of services at Akenham
Missions	Designated	Donations for Missions
Legacies	Designated	Designated legacies
Organ fund	Designated	Repair/renewal of organ
PCC Discretionary fund	Designated	PCC Discretionary fund
Incumbents Board	Designated	Board of Incumbents in North Aisle
CCLI & PA renewals	Designated	To cover cost of CCLI licences
Office Equipment	Designated	Replacement of Office Equipment.
Hall Maintenance	Designated	Hall Maintenance
Church Fabric	Designated	Redecoration of church property.

12.2 Movement of funds

Fund Name	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances c/fwd £
Church Fabric	35,960.97	-	(8,295.48)	-	27,665.49
Akenham	-	440.40	-	-	440.40
Missions	865.45	-	-	-	865.45
Organ Fund	3,423.38	60.00	(171.60)	-	3,311.78
Incumbents Board	352.43	-	-	-	352.43
CCLI & PA Renewals	(645.24)	1,086.00	(1,633.37)	-	(1,192.61)
Legacies	8,090.82	-	(1,006.13)	-	7,084.69
Office Equipment	(1,912.48)	136.59	(315.84)	-	(2,091.73)
PCC Discretionary Fund	(533.81)	120.35	(175.00)	-	(588.46)
Hall Maintenance	2,766.59	2,122.37	(1,098.72)	-	3,790.24
	48,368.11	3,965.71	(12,696.14)	-	39,637.68

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

13. Endowment and restricted income funds

13.1 Funds held

Fund Name	Type	Purpose and restrictions
Community Restart Funding	Restricted	Funds from IBC to restart activities post COVID
Akenham War Memorial	Restricted	Rebuilding of WW1 memorial
Community Choir	Restricted	Running of Children's Community Choir
Mum's & Tot's	Restricted	Running of Mum's & Tot's
Church Window Repair & Guard Fitting	Restricted	To repair damaged windows in Church and to fund the fitting of window guards

Mission & Outreach	Restricted	For Mission & Outreach Growth
Children's Ministry Fund	Restricted	Provision of Children's Ministry
Church floodlighting	Restricted	Grant for church floodlighting
Suffolk Hardship Fund	Restricted	Household Support Grants
Replacement Church Silver	Restricted	To replace stolen church silver
Ascension Hall Renovation	Restricted	To renovate the Ascension Hall
Whitton Parish Hall Renovation	Restricted	To renovate the Parish Hall
Top Up Shop	Restricted	Running of weekly top up shop
Memorial Restoration Fund	Restricted	Repair of certain memorials
Tree Replacement	Restricted	Fund for replacement of trees
Chairs for North Aisle	Restricted	Purchase new chairs for North Aisle
Sundry Donations	Restricted	Restricted donations
Botolph's Bounty	Restricted	This money was given to our previous Incumbent to set up a hardship fund to enable small disbursements to be made to those in urgent need.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

13.2 Movement of funds

Fund Name	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances c/fwd £
Botolph's Bounty	10,157.84	3,000.00	(8,065.16)	-	5,102.68
Akenham War Memorial	639.31	-	-	-	639.31
Church Floodlighting	3,751.87	209.38	-	-	3,961.25
Children Worker Fund	-	12,412.00	(2,496.00)	-	9,916.00
Ascension Renovation Fund	25,000.00	15,000.00	(12,151.20)	-	27,848.80
Community Restart Funding	554.46	-	(554.46)	-	-
Memorial Restoration Fund	1,533.41	-	-	-	1,533.41
Church Window Rep & Guards	2,895.45	-	-	-	2,895.45
Whitton Parish Hall Renovation	563.70	3,000.00	-	-	3,563.70
Chairs for North Aisle	322.47	-	-	-	322.47
Community Choir	3,756.70	318.25	(90.34)	-	3,984.61

Mum's & Tot's	649.67	210.73	-	(350.00)	510.40
Tree Replacement	107.50	-	-	-	107.50
Replacement Church Silver	14,952.20	-	(4,135.00)	-	10,817.20
Children's Ministry	25.18	251.00	(43.13)	-	233.05
Mission & Outreach	6,710.54	-	-	-	6,710.54
Sundry Donations	(15.97)	1,270.36	(1,232.50)	-	21.89
Top Up Shop	35,004.07	27,798.24	(14,063.43)	-	48,738.88
	106,608.40	63,469.96	(42,831.22)	(350.00)	126,897.14

Accounts

**The
Diocese
of
St Edmundsbury and Ipswich**



**Annual Report
and
Financial Statements
of the
Parochial Church Council
of
St Mary's & St Botolph's Church
Whitton, Ipswich
Suffolk**

For the year ended 31 December 2023

ST MARY’S & ST BOTOLPH’S CHURCH, WHITTON, IPSWICH
REPORT AND FINANCIAL STATEMENTS 2023

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**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

REFERENCE AND ADMINISTRATIVE INFORMATION

Church: **St Mary and St Botolph**
Address: **Whitton Church Lane**
Ipswich
Suffolk
Postcode: **IP1 6LT**

Priest In Charge
Name: **Revd M Sokanovic**
Address: **Side View**
School Road
Coddenham
Postcode: **IP6 9PS**
Telephone: **07824 323073**

Bankers
Name: **CAF Bank Ltd**
Address: **25 Kings Hill Avenue**
Kings Hill
West Malling
Postcode: **ME19 4JZ**

Examiner
Name: **Charlotte Hodgson**
Address: **C/o 4 Cutler Street**
Ipswich
Postcode: **IP1 IUQ**

Church Membership

Electoral Roll – Resident:

41

Electoral Roll – Non- Resident:

38

Average Weekly Adult Attendance

60

Average Weekly Young Persons Attendance:

4

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

REFERENCE AND ADMINISTRATIVE INFORMATION (continued)

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

	<u>Name</u>	<u>Term of Office Ends</u>
<u>Incumbent:</u>	Revd M Sokanovic	Priest in Charge
<u>Assistant Curate:</u>	Maureen Bonsall	
<u>Churchwardens</u>	Mrs P Neesam	May 2024
	Ms S Coward	May 2024
<u>Deanery Synod Representative(s):</u>	Mr C Bulpitt	May 2026
	Mrs B Frost	May 2026
<u>Elected Member(s):</u>	Mr R Boggis	May 2026
	Mrs S Brooks (<i>Secretary</i>)	May 2024
	Mr R Jones	May 2026
	Mrs R Newman	May 2026
	Mrs R Moore	May 2024
	Miss F Spore	May 2024
	Mrs B Kemp	May 2024
	Mr M Steward	May 2024
	Mrs A Parobij	May 2026
<u>Co-opted</u>	Mr P Keeble (<i>Treasurer</i>)	May 2024
	Mrs A Marjoram (<i>Cashier</i>)	May 2024

*NB All PCC Members are
Elected for a notional 3 year
Term of office*

The PCC is registered with the Charity Commission. No: - 1139484

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Committees

The PCC operates through a number of informal panels that report back to the PCC for decision-making:

Standing Committee:

This Committee consists of the Chairman, the Vice Chairman, Churchwardens, Secretary and a PCC member. This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Other Committees:

Finance - oversees the general financial dimension of the work of the parish by monitoring income and expenditure against a pre-planned budget, budgeting and co-ordination of the annual review of the Christian Stewardship of money through planned giving.

Fabric - attends to matters relating to the stewardship of the fabric of the church and two halls together with the surrounding land. The general upkeep and maintenance of the Churchyard is the responsibility of Ipswich Borough Council as the graveyard was closed for burials, except for existing double grave vacancies and spaces reserved by faculty, by Order in Council many years ago.

There have been 12 internments of ashes and no burials in the graveyard during the year.

Mission - attends to matters relating to the mission and outreach of the parish and to the promoting of Christian education within the congregation.

Social - arranges and oversees social occasions offering opportunity for fellowship and also promotes fundraising ideas and events for the benefit of the Parish. It was felt that fundraising could also be used as a form of mission, and to publicise the Church around the area.

Communication- organises the parish publicity via The Whitton Times, the weekly Pew Sheet, and the parish web site. In addition it arranges the distribution of information regarding Parish events.

Liturgy and Worship- prepares the service booklets for each of the Church seasons. It is also responsible for the smooth running of the services.

Church Attendance.

There were 79 parishioners on the electoral roll at the end of 2023, 38 of whom were not resident within the parish. During the year 2 people died.

The average Weekly Attendance, in person (at the normal Sunday and Wednesday services) counted during October 2023 was 60 adults and 4 children under 16 years of age. Church at home estimated viewing 120+. (Including daily Compline).

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

AIMS AND OBJECTIVES

The Parochial Church Council has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical [PCC (Powers) Measure 1956 Section 2]

At the PCC zoom meeting held on February 7th 2022, the aims and objectives for the Parish were reviewed & agreed.

- to serve the area as a Parish Church
- to provide a centre for traditional worship
- to foster youth development
- to embody 'The Five Marks of Mission' as the guiding directive in our Parish

In planning the activities of the Parish for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, ordinary people are encouraged to live out their faith as part of our parish community through:

- different types of Worship and prayer; learning about the Bible; and developing their knowledge and trust in Jesus.
- provision of pastoral care for people living in the Parish.
- activities for children from Schools in the Parish.
- Missionary and outreach work.

THE FIVE MARKS OF MISSION

TELL – To proclaim the good news of the Kingdom

TEACH – To teach, baptise and nurture new believers

TEND – To respond to human need by loving service

TRANSFORM – To seek to transform unjust structures in society

TREASURE – To strive to safeguard the integrity of creation, and sustain and renew the life of the earth.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

ACHIEVEMENTS AND PERFORMANCE

Review of the year

The full PCC met 7 times during the year with an average attendance of 79%.

Our Learning Community and panels have met between meetings and reports of these were presented at the following PCC meetings and discussed as necessary.

The general running repairs and maintenance of the Church, churchyard and halls have been addressed by the Parish working party. A nearby resident continues to care for a small flower garden adjacent to the church gate.

Since its refurbishment the North Aisle has been used continuously both by church and community for meetings and other events. During the year after much research an Incumbent's board was created and is now installed in the North Aisle. The North Aisle is also home to our Wednesday morning Community Café, where financial advice is offered, and monthly a Network Lunch where representatives of community organisations meet.

The fabric of both the Parish Hall and the Ascension Hall continues to give rise for concern. New oak notice boards have been installed at the Parish Hall and at The Ascension. During the current year the hiring of our halls continues to be successful. The Scout and Guide Organisations are regularly meeting in our two halls.

The spring bulb planting programme continued this year.

The holiday activities run by Whitton Youth Partnership have been a success with large numbers attending. The children's singing and drama group, Whikidz, were able to perform a delightful nativity play.

Remembrance Sunday service this year was held in Church and processed to The War Memorial for the Act of Remembrance. We also had a short service of Remembrance in the churchyard at St Mary Akenham, on Armistice Day.

Our well regarded Compline continues every evening a 9pm reaching people far and wide and is led by a team of clergy and lay people.

Our new monthly All Together services, which have been held since the beginning of the year, are proving popular bringing new people to faith. A service was held to celebrate the Coronation of King Charles. In September we provided supper for a choir group who had walked between local churches on a pilgrimage of song.

Thanks to the goodwill of many people our participation in Operation Christmas Child resulted in 53 filled shoe boxes being sent to children overseas.

During the year our elders have been taking Holy Communion to the house bound.

Our Top-up shop for the people in our community continues successfully with a team of regular volunteers. The produce on offer varies from fresh fruit and vegetables to pasta and long-life milk, tinned goods and toiletries. Anyone in need may come, no referral is required and there is no means testing. Numbers visiting the shop have risen dramatically with an average of 50 plus visitors. Thanks to generous donations we were able to give our visitors Easter and Christmas bags and flowers for Mothering Sunday.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

ACHIEVEMENTS AND PERFORMANCE (continued)

Review of the year (continued)

There were 4 Weddings during the year and 11 Baptisms were held. There were 13 funeral services held in Church. In addition the Incumbents of the Parish conducted 15 funeral services at the Ipswich & Seven Hills Crematoriums.

We celebrated Harvest with a lunch, held two quiz evenings and held enjoyable and successful Spring and Christmas Fayres. Our Men's and Ladies breakfasts continued to be held during the year. An Akenham cream tea was held in August in the Churchyard of St Mary's, prior to Evensong.

No collections were paid through Restricted funds.

PCC Members – Expenses	£
M. Sokanovic	3,208.56
S. Coward	135.06
S. Brooks	43.88
A. Parobij	51.94
M. Bonsall	2,354.38
P. Neesam	72.59
R.Boggis	123.28
P.Keeble	321.11

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

FINANCIAL REVIEW

The planned giving through the envelope scheme gift aid was £36,220.00. This is an increase on last year of £1,584.00 (2022: increase of £2,802.00). Cash collections increased by 9.1% (2022: increase of 2.6%) this equates to an overall increase in giving of 5.1% (2022 increase of 8.0%). We paid 75.9% of our Parish Share target.. (2022 83.3%).

Reserves Policy

The PCC of St Mary's & St Botolph met on 6th February 2023 to review and agree the Parish policy on reserves. It was agreed that:

The Fabric Fund reserve should be no less than £1,000 to cover emergency payments.

The Organ Fund reserves should contain £500 to cover general maintenance costs.

General Fund Reserve (Deposit & Current Account) should be maintained no less than £8,500 to cover one month's operating expenses.

Missions Fund, no less than £500 to cover emergency grant aids.

The valuation of Diocesan Board of Finance (DBF) Investment reserves was agreed to be not less than £25,000, to reflect the current stock market situation, and would be kept under review.

RISK ASSESSMENT

The PCC (as charity trustees) has reviewed and amended the comprehensive, strategic plan compiled in 2003, setting out the major opportunities available to the Church, and the risks to which it is exposed. The PCC has monitored progress against the strategic objectives set out in the plan at each meeting and a comprehensive review of the plan will be carried out annually. The PCC has set up through the Finance, Fabric, Mission & Social committees an ongoing review of all aspects of risk assessment, which cover the following aspects.

Financial Risks – The Finance committee maintains a constant overview reporting to the PCC ad hoc. The PCC believes that most aspects of financial risk are reviewed at regular meetings of the committee. They produce an annual budget, which is passed by the PCC, the budget is then monitored on a regular basis, and any major expenditure is investigated by the committee before approval by the whole PCC. It is the view of the PCC that financial risks are greatly minimised by the activity of the committee.

Reputation Risk – Over the last year any sensitive issues that have been discussed in confidence at PCC meetings always took into account the reputational concerns when making decisions. During the year the joint committees have reviewed how we avoid unwelcome publicity, which hinders the mission of the Church.

Statutory and Legal Requirements -The Parish has adopted the Diocesan Safeguarding Policy and to ensure that the policy is maintained a Safeguarding officer, has been appointed. Key workers are to be checked with the Disclosure and Barring Service (DBS). Other people working with children are to complete a confidential Declaration. The fabric & social committees ensure that activities carried out meet the necessary legal requirements. These committees will continue to review their activities and assess the risks so as to ensure that health and safety, employment law, and associated difficulties, which could lead to compensation claims, are minimised. Regarding Health & Safety, the Ecclesiastical Insurance model policy has been adopted. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure to have regard to the House Of Bishops guidance on safeguarding children and vulnerable adults.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2023 TO 31 DECEMBER 2023**

RISK ASSESSMENT (continued)

Operational Risk -Through the work of the Church Elders, Church Wardens & other church officers, systems are in place so that services can go ahead without Clergy, in cases of emergencies. The PCC will continue to carry out a full risk assessment on threats to the Church ability to deliver its objectives.

The PCC [as Charity Trustees] has established systems and procedures to mitigate those risks identified in the plan. The implementation of procedures have minimised any potential impact on the charity. There has been nothing adverse reported.

DECLARATION

The Parochial Church Council declare that they have approved their annual report above

Signed on behalf of the Parochial Church Council

Signature

Date September 2024

Rev'd Mary Sokanovic
Priest in Charge

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES (MEMBERS OF THE
PAROCHIAL CHURCH COUNCIL)**

I report on the financial statements of the PCC for the year ended 31 December 2023 which are set out on pages 10 to 22.

Respective responsibilities of Trustees and the Examiner

The church's trustees are responsible for the preparation of the financial statements, they consider that an audit is not required for this year under 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 Commissioners (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 report

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 with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with the Act; and
 - b. to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Act and the Regulations have not been met;
or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date September 2024

Charlotte Hodgson
C/o 4 Cutler Street
Ipswich
IP1 1UQ

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS
FROM 1 JANUARY 2023 TO 31 DECEMBER 2023
STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted funds 2023		Restricted funds 2023	Total funds 2023	Total funds 2022
Incoming resources	Notes	General	Designated			
		£	£	£	£	£
Incoming resources from generated funds:						
- Voluntary income	3.1	54,130.28	-	2,569.95	56,700.23	50,076.93
Activities for generating funds	3.2	15,027.88	-	-	15,027.88	17,562.52
Investment Income	3.3	4,633.92	-	-	4,633.92	2,227.84
Incoming resources from charitable activities	3.4	3,938.13	4,670.37	66,956.01	75,564.51	54,485.21
Other incoming resources	3.5	9,291.00	1,337.00	-	10,628.00	9,827.25
Total incoming resources		87,021.21	6,007.37	69,525.96	162,554.54	134,179.75
Resources expended						
Costs of generating funds						
- Costs of generating voluntary income	4.1	-	-	-	-	-
Charitable activities	4.2	78,344.06	13,281.60	27,284.49	118,910.15	142,278.06
Other resources expended	4.3	2,927.00	166.80	-	3,093.80	4,070.05
Total resources expended		81,271.06	13,448.40	27,284.49	122,003.95	146,348.11
Net incoming resources before transfers		5,750.15	(7,441.03)	42,241.47	40,550.59	(12,168.36)
Gross transfers between funds	6	147.43	(147.43)	-	-	-
Net incoming resources before other recognised gains		5,897.58	(7,588.46)	42,241.47	40,550.59	(12,168.36)
Other recognised gains						
Gains and losses on investment assets		5,292.09	-	-	5,292.09	(7,377.90)
Net movement in funds		11,189.67	(7,588.46)	42,241.47	45,842.68	(19,546.26)
Total funds brought forward		59,825.16	55,956.57	64,366.93	180,148.66	199,694.92
Total funds carried forward		71,014.83	48,368.11	106,608.40	225,991.34	180,148.66

All incoming and expended resources derive from continuing activities.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

BALANCE SHEET AS AT 31 DECEMBER 2023

	Notes	Unrestricted funds 2023		Restricted funds 2023	Total this year 2023	Total last year 2022
		General £	Designated £	£	£	£
Fixed assets						
Tangible assets	8	-	-	-	-	-
Investments	9	60,813.52	-	-	60,813.52	55,521.43
Total fixed assets		60,813.52	-	-	60,813.52	55,521.43
Current assets						
Debtors	10	5,225.13	-	-	5,225.13	4,334.45
Cash at bank and in hand		20,842.96	48,368.11	106,608.40	175,819.47	128,324.50
Total current assets		26,068.09	48,368.11	106,608.40	181,044.60	132,668.95
Creditors: amounts falling due within one year	11	15,866.78	-	-	15,866.78	8,031.72
Net current assets		10,201.31	48,368.11	106,608.40	165,177.82	124,627.23
Net assets		71,014.83	48,368.11	106,608.40	225,991.34	180,148.66
Funds of the PCC						
Unrestricted funds						
- Designated funds	12	-	48,368.11	-	48,368.11	55,956.57
- General funds		71,014.83	-	-	75,278.29	59,825.16
Restricted funds	13	-	-	106,608.40	106,608.40	64,366.93
Total funds		71,014.83	48,368.11	106,608.40	225,991.34	180,148.66

Signed on behalf of the Parochial Church Council

Rev'd Mary Sokanovic _____
Priest in Charge

Date September 2024

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

1. Basis of preparation

1.1. Basis of accounting

These accounts 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 with the Regulations' "true and fair view" provisions, it is also the first year they have been prepared under FRS102 (2016) as the applicable accounting standard.

2. Accounting policies

2.1. Fund accounting

- Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the church. Unrestricted funds include revaluation reserves representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the PCC for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

2.2. Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the PCC are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

2.3. Resources expended and irrecoverable VAT

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

2.4. Allocation of costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

2.5. Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.6. Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gifts to which they relate.

2.7. Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

2.8. Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

2.9. Volunteer help

The value of any voluntary help received is not included in the accounts.

2.10. Investment income

This is included in the accounts when receivable.

2.11. Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.12. Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.13. Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

2.14. Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the charity on receipt. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at four years.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.15. Investments

Investments are valued at market value at the year end.

3. Analysis of incoming resources

3.1	Analysis	This Year	Last Year
		£	£
Voluntary income	Planned giving	36,220.00	34,636.00
	Inland revenue refunds	7,171.82	6,707.22
	8.00am Cash collections	1.70	20.00
	9.30am Cash collections	3,526.74	3,107.06
	6.30pm Cash collections	190.27	376.34
	Other services Cash collections	1,064.76	976.86
	Wednesday – Ascension	230.00	118.30
	Contributions to church upkeep	1,222.87	917.39
	Sundry Offering	786.47	522.70
	Sundry donations	6,285.60	2,695.06
		56,700.23	50,076.93
3.2	Analysis	This Year	Last Year
		£	£
Activities for	Hire of Parish hall	7,623.51	5,289.13
generating funds	Hire of Ascension hall	7,404.37	12,273.39
		15,027.88	17,562.52
3.3	Analysis	This Year	Last Year
		£	£
Investment Income	Dividends	1,497.80	1,489.56
	Interest	3,136.12	738.28
		4,633.92	2,227.84

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

3.4	Analysis	This Year	Last Year
		£	£
Incoming resources	Fund raising events	3,938.13	1,697.72
Activities	PCC Discretionary	-	-
	Church floodlighting	137.50	137.50
	Mission & Outreach	21.96	1,031.29
	Hall Maintenance	2,008.66	4,936.50
	Church Fabric	78.40	33.60
	Akenham	355.01	121.77
	Office Equipment	112.97	-
	Community Choir	-	351.00
	Ascension Renovation Fund	25,000.00	-
	Basic Life Pop Up Shop	27,940.32	28,030.00
	Mum's & Tot's	243.26	24.53
	Brick Fund	-	1,077.30
	Suffolk Hardship Fund	13,500.00	12,085.00
	Legacies	2,228.30	-
	Community Restart Funding	-	2,500.00
	Chairs for North Aisle	-	2,459.00
		75,564.51	54,485.21

3.5	Analysis	This Year	Last Year
		£	£
Other incoming	PCC fees	5,273.00	4,360.00
Resources	Priest fees	1,527.00	1,490.00
	Organist fees	825.00	1,180.00
	Organ fund	185.00	140.00
	Choir fees	230.00	630.00
	Vergers fees	450.00	400.00
	CCLI & PA	1,152.00	1,102.00
	Wedding Deposit Fees	500.00	100.00
	Travel fee for Clergy-Funeral	486.00	425.25
		10,628.00	9,8277.25

4. Analysis of resources expended

4.1	Analysis	This Year	Last Year
		£	£
Costs of generating	Other donations	-	-
voluntary income			

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS
NOTES TO THE ACCOUNTS

4.2	Analysis	This Year	Last Year
		£	£
Charitable activities	- Mileage claims: Rector	1,029.30	1,185.34
	- Other expenses: Rector	201.17	279.68
	Parish Share Payment	43,476.00	44,562.50
	Church upkeep	1,977.84	1,696.86
	Printing, stationery and postage	2,756.64	2,110.51
	Telephone	2,322.14	1,370.48
	Church hall running costs - Electricity	2,229.56	1,123.71
	- Gas	2,254.73	2,004.87
	- Water	346.36	337.46
	- Cleaning, repairs and renewals	1,972.50	1,814.62
	Ascension hall running costs -Electricity	648.00	648.00
	- Gas	4,607.34	3,044.38
	- Water	392.62	752.40
	- Cleaning, repairs and renewals	2,051.05	1,850.09
	Parish church running costs -Electricity	1,654.00	276.00
	- Gas	4,509.46	4,009.74
	- Water	164.55	64.09
	Insurance	4,614.21	4,410.32
	Resources	956.57	-
	Bank charges	147.36	143.84
	Basic Life pop up shop	16,522.53	12,087.57
	Mission & Outreach	574.00	500.60
	Suffolk Hardship	4,400.00	15,205.02
	Churchyard	32.64	-
	PCC discretionary fund	87.00	20.00
	Office Equipment and Services	482.94	766.93
	Hall Maintenance	2,350.01	4,744.33
	Harris Fund	-	492.02
	Church Fabric	8,253.56	5,361.89
	Botolph's Bounty	2,609.44	-
	Community Restart Funding	1,061.29	562.29
	Sundry Donations	1,815.90	619.54
	Akenham	40.18	87.60
	Chairs for North Aisle	-	7,479.00
	Childrens' Ministry	188.36	-
	CCLI & PA	1,387.88	1,170.92
	Digital Inclusion Fund	-	794.00
	Incumbents Board	793.00	-
	North Aisle	-	20,701.46
		118,910.15	142,278.06

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

4.3	Analysis	This Year	Last Year
		£	£
Other resources	Priest fees	1,527.00	1,490.00
Expended	Organist fees	610.00	990.00
	Organ Fund	166.80	316.80
	Incumbents Board	-	223.00
	Choir pay	340.00	630.00
	Rectors Travel Fees	-	20.25
	Verger fees	450.00	400.00
		3,093.80	4,070.05

5. Details of certain items of expenditure

5.1. PCC expenses	This Year	Last Year
	£	£
Number of PCC members who were reimbursed expenses	8	6
Nature of the expenses		
- Printing, stationery and postage	316.69	334.78
- Hall Maintenance	14.22	88.15
- Church upkeep	28.99	470.90
- Mileage	1,029.30	1,185.34
- Other Ministry expenses	181.17	279.68
- Community Restart Funding	135.06	100.51
- Telephone	864.51	443.38
- Office Equipment	302.94	396.93
- Childrens' Ministry	188.36	-
- Top Up Shop	2,332.33	9,132.38
- Church Fabric	102.06	12.00
- Mission & Outreach	28.00	-
- CCLI/PA	177.60	262.75
- Resources	582.57	57.88
- PCC Discretionary Fund	27.00	20.00
Total amount paid	6,310.80	12,784.68

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

5.2. Fees for examination or audit of the accounts

	This Year £	Last Year £
Independent examiner's fees for reporting on the accounts	-	-

6. Gross transfers between funds

See notes 12.2 and 13.2 for a detailed analysis of the relevant movements.

The only movement affecting the general fund was a transfer in of £147.43 from Akenham.

7. Paid employees

7.1. Staff Costs

	This Year £	Last Year £
Gross wages, salaries and benefits in kind	-	-

7.2. Average number of full-time equivalent employees in the year

	This Year No.	Last Year No.
Other	1	1

8. Tangible fixed assets

8.1 Cost or valuation

	Fixtures, fittings and equipment £	Total £
Balance brought forward	-	-
Additions	-	-
Disposals	-	-
Balance carried forward	-	-

8.2 Accumulated depreciation and impairment provisions

	Fixtures, fittings and equipment £	Total £
Balance brought forward	-	-
Depreciation charge for the year	-	-
Disposals	-	-
Balance carried forward	-	-

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

8.3 Net book value

	Fixtures, fittings and equipment £	Total £
Brought forward	-	-
Carried forward	-	-

The churches, halls and fittings within them, though were acquired but not capitalised in previous years, have not been included at a valuation due to the impractical nature of this task.

9. Investment assets

Analysis of investments

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

	2023			2022		
	Cost	Market value at year end	Income from investment for the year	Cost	Market value at year end	Income from investment for the year
	£	£	£	£	£	£
- DBF investment fund 1	793.00	6,018.27	170.61	793.00	5,475.77	164.91
- DBF investment fund 2	7,500.00	54,795.25	2,278.81	7,500.00	50,045.66	1,693.99
	8,293.00	60,813.52	2,449.42	8,293.00	55,521.43	1,858.90

The investments were valued at 31 December 2023 by the Diocesan Board of Finance.

10. Debtors and prepayments

Analysis of debtors

	Amounts falling due within one year	
	This year	Last year
	£	£
Trade debtors	5,225.13	4,344.45
Other debtors	-	-
Prepayments and accrued income	-	-
	5,225.13	4,344.45

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

11. Creditors and accruals

Analysis of creditors

	Amounts falling due within one year	
	This year £	Last year £
Trade creditors	15,866.78	8,031.72
Accruals and deferred income	-	-
Loans and overdrafts	-	-
	15,866.78	8,031.72

12. Designated funds

12.1 Funds held

Fund Name	Type	Purpose and restrictions
Akenham	Designated	Maintenance of services at Akenham
Missions	Designated	Donations for Missions
Legacies	Designated	Designated legacies
Organ fund	Designated	Repair/renewal of organ
PCC Discretionary fund	Designated	PCC Discretionary fund
Incumbents Board	Designated	Board of Incumbents in North Aisle
CCLI & PA renewals	Designated	To cover cost of CCLI licences
Office Equipment	Designated	Replacement of Office Equipment.
Hall Maintenance	Designated	Hall Maintenance
Church Fabric	Designated	Redecoration of church property.

12.2 Movement of funds

Fund Name	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances c/fwd £
Church Fabric	44,136.13	78.40	(8,253.56)	-	35,960.97
Akenham	(167.40)	355.01	(40.18)	(147.43)	-
Missions	865.45	-	-	-	865.45
Organ Fund	3,405.18	185.00	(166.80)	-	3,423.38
Incumbents Board	1,145.43	-	(793.00)	-	352.43
CCLI & PA Renewals	(409.36)	1,152.00	(1,387.88)	-	(645.24)
Legacies	5,862.52	2,228.30	-	-	8,090.82
Office Equipment	(1,542.51)	112.97	(482.94)	-	(1,912.48)
PCC Discretionary Fund	(446.81)	-	(87.00)	-	(533.81)
Hall Maintenance	3,107.94	2,008.66	(2,350.01)	-	2,766.59
	55,956.57	6,120.34	(13,561.37)	(147.43)	48,368.11

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

13. Endowment and restricted income funds

13.1 Funds held

Fund Name	Type	Purpose and restrictions
Community Restart Funding	Restricted	Funds from IBC to restart activities post COVID
Akenham War Memorial	Restricted	Rebuilding of WW1 memorial
Community Choir	Restricted	Running of Children's Community Choir
Mum's & Tot's	Restricted	Running of Mum's & Tot's
Church Window Repair & Guard Fitting	Restricted	To repair damaged windows in Church and to fund the fitting of window guards
Mission & Outreach	Restricted	For Mission & Outreach Growth
Children's Ministry Fund	Restricted	Provision of Children's Ministry
Church floodlighting	Restricted	Grant for church floodlighting
Suffolk Hardship Fund	Restricted	Household Support Grants
Replacement Church Silver	Restricted	To replace stolen church silver
Ascension Hall Renovation	Restricted	To renovate the Ascension Hall
Whitton Parish Hall Renovation	Restricted	To renovate the Parish Hall
Top Up Shop	Restricted	Running of weekly top up shop
Memorial Restoration Fund	Restricted	Repair of certain memorials
Tree Replacement	Restricted	Fund for replacement of trees
Chairs for North Aisle	Restricted	Purchase new chairs for North Aisle
Sundry Donations	Restricted	Restricted donations
Botolph's Bounty	Restricted	This money was given to our previous Incumbent to set up a hardship fund to enable small disbursements to be made to those in urgent need.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

13.2 Movement of funds

Fund Name	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances c/fwd £
Botolph's Bounty	699.01	-	(2,609.44)	12,068.27	10,157.84
Akenham War Memorial	639.31	-	-	-	639.31
Church Floodlighting	3,604.99	146.88	-	-	3,751.87
Suffolk Hardship Fund	2,968.27	13,500.00	(4,400.00)	(12,068.27)	-
Ascension Renovation Fund	-	25,000.00	-	-	25,000.00
Community Restart Funding	1,615.75	-	(1,061.29)	-	554.46
Memorial Restoration Fund	1,533.41	-	-	-	1,533.41
Church Window Rep & Guards	2,895.45	-	-	-	2,895.45
Whitton Parish Hall Renovation	563.70	-	-	-	563.70
Chairs for North Aisle	322.47	-	-	-	322.47
Community Choir	3,756.70	-	-	-	3,756.70
Mum's & Tot's	406.41	243.26	-	-	649.67
Tree Replacement	107.50	-	-	-	107.50
Replacement Church Silver	14,952.20	-	-	-	14,952.20
Children's Ministry	213.54	-	(188.36)	-	25.18
Mission & Outreach	7,262.58	21.96	(574.00)	-	6,710.54
Sundry Donations	(375.64)	2,175.57	(1,815.90)	-	(15.97)
Top Up Shop	23,201.28	28,325.32	(16,522.53)	-	35,004.07
	64,366.93	69,412.99	(27,171.52)	-	106,608.40

Accounts

**The
Diocese
of
St Edmundsbury and Ipswich**



**Annual Report
and
Financial Statements
of the
Parochial Church Council
of
St Mary's & St Botolph's Church
Whitton, Ipswich
Suffolk**

For the year ended 31 December 2022

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
REPORT AND FINANCIAL STATEMENTS 2022

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**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

REFERENCE AND ADMINISTRATIVE INFORMATION

Church: St Mary and St Botolph
Address: Whitton Church Lane
Ipswich
Suffolk
Postcode: IP1 6LT

Priest In Charge
Name: Revd M Sokanovic
Address: Side View
School Road
Coddenham
Postcode: IP6 9PS
Telephone: 07824 323073

Bankers
Name: CAF Bank Ltd
Address: 25 Kings Hill Avenue
Kings Hill
West Malling
Postcode: ME19 4JZ

Examiner
Name: Charlotte Hodgson
Address: C/o 4 Cutler Street
Ipswich
Postcode: IP1 IUQ

Church Membership

Electoral Roll – Resident:

45

Electoral Roll – Non- Resident:

37

Average Weekly Adult Attendance

67

Average Weekly Young Persons Attendance:

3

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

REFERENCE AND ADMINISTRATIVE INFORMATION (continued)

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

	<u>Name</u>	<u>Term of Office Ends</u>
<u>Incumbent:</u>	Revd M Sokanovic	Priest in Charge
<u>Assistant Curate:</u>	Maureen Bonsall	
<u>Churchwardens</u>	Mrs P Neesam	May 2023
	Ms S Coward	May 2023
<u>Deanery Synod Representative(s):</u>	Mr C Bulpitt	May 2023
	Mrs B Frost	May 2023
<u>Elected Member(s):</u>	Mr R Boggis	May 2023
	Mrs S Brooks (<i>Secretary</i>)	May 2024
	Mr R Jones	May 2025
	Mr A Page	May 2023
	Mrs R Moore	May 2024
	Miss F Spore	May 2024
	Mrs B Kemp	May 2024
	Mr M Steward	May 2024
	Mrs A Parobij	May 2023
<u>Co-opted</u>	Mr P Keeble (<i>Treasurer</i>)	May 2023

*NB All PCC Members are
Elected for a notional 3 year
Term of office*

The PCC is registered with the Charity Commission. No: - 1139484

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Committees

The PCC operates through a number of informal panels that report back to the PCC for decision-making:

Standing Committee:

This Committee consists of the Chairman, the Vice Chairman, Churchwardens, Secretary and a PCC member. This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Other Committees:

Finance - oversees the general financial dimension of the work of the parish by monitoring income and expenditure against a pre-planned budget, budgeting and co-ordination of the annual review of the Christian Stewardship of money through planned giving.

Fabric - attends to matters relating to the stewardship of the fabric of the church and two halls together with the surrounding land. The general upkeep and maintenance of the Churchyard is the responsibility of Ipswich Borough Council as the graveyard was closed for burials, except for existing double grave vacancies and spaces reserved by faculty, by Order in Council many years ago.

There have been 8 internments of ashes and no burials in the graveyard during the year.

Mission - attends to matters relating to the mission and outreach of the parish and to the promoting of Christian education within the congregation.

Social - arranges and oversees social occasions offering opportunity for fellowship and also promotes fundraising ideas and events for the benefit of the Parish. It was felt that fundraising could also be used as a form of mission, and to publicise the Church around the area.

Communication- organises the parish publicity via The Whitton Times, the weekly Pew Sheet, and the parish web site. In addition it arranges the distribution of information regarding Parish events.

Liturgy and Worship- prepares the service booklets for each of the Church seasons. It is also responsible for the smooth running of the services.

Church Attendance.

There were 82 parishioners on the electoral roll at the end of 2022, 37 of whom were not resident within the parish. During the year 2 people died, 2 people moved away and 1 person left due to ineligibility.

The average Weekly Attendance, in person (at the normal Sunday and Wednesday services) counted during October 2022 was 67 adults and 3 children under 16 years of age. Church at home estimated viewing 92+. (Including daily Compline).

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

AIMS AND OBJECTIVES

The Parochial Church Council has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical [PCC (Powers) Measure 1956 Section 2]

At the PCC zoom meeting held on February 7th 2022, the aims and objectives for the Parish were reviewed & agreed.

- to serve the area as a Parish Church
- to provide a centre for traditional worship
- to foster youth development
- to embody 'The Five Marks of Mission' as the guiding directive in our Parish

In planning the activities of the Parish for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, ordinary people are encouraged to live out their faith as part of our parish community through:

- different types of Worship and prayer; learning about the Bible; and developing their knowledge and trust in Jesus.
- provision of pastoral care for people living in the Parish.
- activities for children from Schools in the Parish.
- Missionary and outreach work.

THE FIVE MARKS OF MISSION

TELL – To proclaim the good news of the Kingdom

TEACH – To teach, baptise and nurture new believers

TEND – To respond to human need by loving service

TRANSFORM – To seek to transform unjust structures in society

TREASURE – To strive to safeguard the integrity of creation, and sustain and renew the life of the earth.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

ACHIEVEMENTS AND PERFORMANCE

Review of the year

The full PCC met 10 times during the year with an average attendance of 70%.

Our Learning Community and panels have met between meetings and reports of these were presented at the following PCC meetings and discussed as necessary.

The general running repairs and maintenance of the Church, churchyard and halls have been addressed by the Parish working party. A nearby resident continues to care for a small flower garden adjacent to the church gate.

Since its refurbishment the North Aisle has been used continuously both by church and community for meetings and other events. The North Aisle is also home to our Wednesday morning Community Café.

The fabric of both the Parish Hall and the Ascension Hall continues to give rise for concern. New front doors have been installed at the Parish Hall. During the current year the hiring of our halls has returned to pre pandemic levels.

The spring bulb planting programme has recommenced this year. Bulbs were also planted as part of our Remembrance Day Service.

During the year the activities of most of our groups have resumed to pre pandemic levels. The children's singing and drama group, Whikidz, were able to perform a delightful nativity play.

Remembrance Sunday service this year was held in person and streamed online. The Service concluded with the Act of Remembrance at the War Memorial. We were able to have a short service of Remembrance in the churchyard at St Mary Akenham, on Armistice Day.

The Scout and Guide organisations are regularly meeting in our two halls.

Thanks to the goodwill of many people our participation in Operation Christmas Child resulted in 60+ filled shoe boxes being sent to children overseas.

During the year the elders have been taking Holy Communion to the house bound.

Our well regarded Compline continues every evening a 9pm reaching people far and wide and is led by a team of clergy and lay people.

Our Top-up shop for the people in our community continues successfully with a team of regular volunteers. The produce on offer varies from fresh fruit and vegetables to pasta and long-life milk, tinned goods and toiletries. Anyone in need may come, no referral is required and there is no means testing. Numbers visiting the shop have risen dramatically.

There were 6 Weddings during the year and 8 Baptisms were held. There were 9 funeral services held in Church. In addition the Incumbents of the Parish conducted 16 funeral services at the Ipswich & Seven Hills Crematoriums.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

**ACHIEVEMENTS AND PERFORMANCE (continued)
Review of the year (continued)**

At the beginning of the year we were still cautious in arranging social events, however following the service for the Queens Platinum Jubilee we held a well-attended community celebration with a BBQ, cake competition and games all much enjoyed (despite the weather!) We celebrated Harvest with a lunch, held a quiz evening and an enjoyable and successful Christmas Fayre.

Towards the end of the year we were able to resume our Men's and Ladies breakfast. We look forward to holding a full calendar of events next year.

No collections were paid through Restricted funds.

PCC Members – Expenses

£

M. Sokanovic	2,573.20
S. Coward	100.51
M. Bonsall	9,262.43
P. Neesam	212.50
R.Boggis	616.04
P.Keeble	20.00

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

FINANCIAL REVIEW

The planned giving through the envelope scheme gift aid was £34,636.00. This is an increase on last year of £2,802.00 (2021: decrease of £1,387.58). Cash collections increased by 2.6 % (2021: increase of 68.7%) this equates to an overall increase in giving of 8.0% (2021 increase of 1.2%). We paid 83.3% of our Parish Share target.. (2021 72.0%).

Reserves Policy

The PCC of St Mary's & St Botolph met on 7th February 2022 to review and agree the Parish policy on reserves. It was agreed that:

The Fabric Fund reserve should be no less than £1,000 to cover emergency payments.

The Organ Fund reserves should contain £500 to cover general maintenance costs.

General Fund Reserve (Deposit & Current Account) should be maintained no less than £8,500 to cover one month's operating expenses.

Missions Fund, no less than £500 to cover emergency grant aids.

The valuation of Diocesan Board of Finance (DBF) Investment reserves was agreed to be not less than £25,000, to reflect the current stock market situation, and would be kept under review.

RISK ASSESSMENT

The PCC (as charity trustees) has reviewed and amended the comprehensive, strategic plan compiled in 2003, setting out the major opportunities available to the Church, and the risks to which it is exposed. The PCC has monitored progress against the strategic objectives set out in the plan at each meeting and a comprehensive review of the plan will be carried out annually. The PCC has set up through the Finance, Fabric, Mission & Social committees an ongoing review of all aspects of risk assessment, which cover the following aspects.

Financial Risks – The Finance committee maintains a constant overview reporting to the PCC ad hoc. The PCC believes that most aspects of financial risk are reviewed at regular meetings of the committee. They produce an annual budget, which is passed by the PCC, the budget is then monitored on a regular basis, and any major expenditure is investigated by the committee before approval by the whole PCC. It is the view of the PCC that financial risks are greatly minimised by the activity of the committee.

Reputation Risk – Over the last year any sensitive issues that have been discussed in confidence at PCC meetings always took into account the reputational concerns when making decisions. During the year the joint committees have reviewed how we avoid unwelcome publicity, which hinders the mission of the Church.

Statutory and Legal Requirements -The Parish has adopted the Diocesan Safeguarding Policy and to ensure that the policy is maintained a Safeguarding officer, has been appointed. Key workers are to be checked with the Disclosure and Barring Service (DBS). Other people working with children are to complete a confidential Declaration. The fabric & social committees ensure that activities carried out meet the necessary legal requirements. These committees will continue to review their activities and assess the risks so as to ensure that health and safety, employment law, and associated difficulties, which could lead to compensation claims, are minimised. Regarding Health & Safety, the Ecclesiastical Insurance model policy has been adopted. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure to have regard to the House Of Bishops guidance on safeguarding children and vulnerable adults.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2022 TO 31 DECEMBER 2022**

RISK ASSESSMENT (continued)

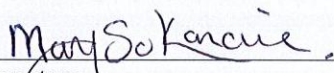
Operational Risk -Through the work of the Church Elders, Church Wardens & other church officers, systems are in place so that services can go ahead without Clergy, in cases of emergencies. The PCC will continue to carry out a full risk assessment on threats to the Church ability to deliver its objectives.

The PCC [as Charity Trustees] has established systems and procedures to mitigate those risks identified in the plan. The implementation of procedures have minimised any potential impact on the charity. There has been nothing adverse reported.

DECLARATION

The Parochial Church Council declare that they have approved their annual report above

Signed on behalf of the Parochial Church Council


Signature

Date 24th June 2023

Rev'd Mary Sokanovic
Priest in Charge

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES (MEMBERS OF THE
PAROCHIAL CHURCH COUNCIL)**

I report on the financial statements of the PCC for the year ended 31 December 2022 which are set out on pages 10 to 22.

Respective responsibilities of Trustees and the Examiner

The church's trustees are responsible for the preparation of the financial statements, they consider that an audit is not required for this year under 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 Commissioners (under section 145 (5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention.

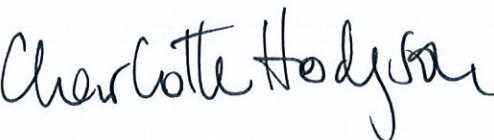
Basis of Independent Examiner's report

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 with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with the Act; and
 - b. to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Act and the Regulations have not been met;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed 

Date 20th June 2023

Charlotte Hodgson
C/o 4 Cutler Street
Ipswich
IP1 1UQ

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS
FROM 1 JANUARY 2022 TO 31 DECEMBER 2022
STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted funds 2022		Restricted funds 2022	Total funds 2022	Total funds 2021
Incoming resources	Notes	General	Designated			
		£	£	£	£	£
Incoming resources from generated funds:						
- Voluntary income	3.1	47,858.56	-	2,218.37	50,076.93	52,987.05
Activities for generating funds	3.2	17,562.52	-	-	17,562.52	11,389.84
Investment Income	3.3	2,227.84	-	-	2,227.84	1,619.22
Incoming resources from charitable activities	3.4	1,697.72	5,091.87	47,695.62	54,485.21	90,688.38
Other incoming resources	3.5	8,585.25	1,242.00	-	9,827.25	8,037.17
Total incoming resources		77,931.89	6,333.87	49,913.99	134,179.75	164,721.66
Resources expended						
Costs of generating funds						
- Costs of generating voluntary income	4.1	-	-	-	-	-
Charitable activities	4.2	71,684.89	12,151.67	58,441.50	142,278.06	182,328.02
Other resources expended	4.3	3,530.25	539.80	-	4,070.05	2,120.00
Total resources expended		75,215.14	12,691.47	58,441.50	146,348.11	184,448.02
Net incoming resources before transfers		2,716.75	(6,357.60)	(8,527.51)	(12,168.36)	(19,726.36)
Gross transfers between funds	6	4.83	50,187.43	(50,192.26)	-	-
Net incoming resources before other recognised gains		2,721.58	43,829.83	(58,719.77)	(12,168.36)	(19,276.36)
Other recognised gains						
Gains and losses on investment assets		(7,377.90)	-	-	(7,377.90)	8,051.77
Net movement in funds		(4,656.32)	43,829.83	(58,719.77)	(19,546.26)	(11,674.59)
Total funds brought forward		64,481.48	12,126.74	123,086.70	199,694.92	211,369.51
Total funds carried forward		59,825.16	55,956.57	64,366.93	180,148.66	199,694.92

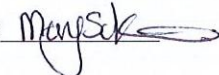
All incoming and expended resources derive from continuing activities.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

BALANCE SHEET AS AT 31 DECEMBER 2022

		Unrestricted funds 2022		Restricted funds 2022	Total this year 2022	Total last year 2021
	Notes	General £	Designated £	£	£	£
Fixed assets						
Tangible assets	8	-	-	-	-	-
Investments	9	55,521.43	-	-	55,521.43	62,899.33
Total fixed assets		55,521.43	-	-	55,521.43	62,899.33
Current assets						
Debtors	10	4,334.45	-	-	4,334.45	1,751.83
Cash at bank and in hand		8,001.00	55,956.57	64,366.93	128,324.50	136,994.93
Total current assets		12,335.45	55,956.57	64,366.93	132,668.95	138,746.76
Creditors: amounts falling due within one year	11	8,031.72	-	-	8,031.72	1,951.17
Net current assets		4,303.73	55,956.57	64,366.93	124,627.23	136,795.59
Net assets		59,825.16	55,956.57	64,366.93	180,148.66	199,694.92
Funds of the PCC						
Unrestricted funds						
- Designated funds	12	-	55,956.57	-	55,956.57	12,126.74
- General funds		59,825.16	-	-	59,825.16	64,481.48
Restricted funds	13	-	-	64,366.93	64,366.93	123,086.70
Total funds		59,825.16	55,956.57	64,366.93	180,148.66	199,694.92

Signed on behalf of the Parochial Church Council

Rev'd Mary Sokanovic 
Priest in Charge

Date 24th June 2023

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

1. Basis of preparation

1.1. Basis of accounting

These accounts 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 with the Regulations' "true and fair view" provisions, it is also the first year they have been prepared under FRS102 (2016) as the applicable accounting standard.

2. Accounting policies

2.1. Fund accounting

- Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the church. Unrestricted funds include revaluation reserves representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the PCC for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

2.2. Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the PCC are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

2.3. Resources expended and irrecoverable VAT

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

2.4. Allocation of costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

2.5. Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.6. Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gifts to which they relate.

2.7. Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

2.8. Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

2.9. Volunteer help

The value of any voluntary help received is not included in the accounts.

2.10. Investment income

This is included in the accounts when receivable.

2.11. Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.12. Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.13. Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

2.14. Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the charity on receipt. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at four years.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.15. Investments

Investments are valued at market value at the year end.

3. Analysis of incoming resources

3.1	Analysis	This Year	Last Year
		£	£
Voluntary income	Planned giving	34,636.00	31,834.00
	Inland revenue refunds	6,707.22	15,040.22
	8.00am Cash collections	20.00	-
	9.30am Cash collections	3,107.06	3,614.00
	6.30pm Cash collections	376.34	74.90
	Other services Cash collections	976.86	794.23
	Wednesday – Ascension	118.30	-
	Contributions to church upkeep	917.39	142.20
	Sundry Offering	522.70	-
	Sundry donations	2,695.06	1,487.50
		50,076.93	52,987.05
3.2	Analysis	This Year	Last Year
		£	£
Activities for	Hire of Parish hall	5,289.13	4,806.56
generating funds	Hire of Ascension hall	12,273.39	6,583.28
		17,562.52	11,389.84
3.3	Analysis	This Year	Last Year
		£	£
Investment Income	Dividends	1,489.56	1,440.57
	Interest	738.28	178.65
		2,227.84	1,619.22

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

3.4	Analysis	This Year	Last Year
		£	£
Incoming resources	Fund raising events	1,697.72	365.99
activities	PCC Discretionary	-	20.00
	Church floodlighting	137.50	150.00
	Mission & Outreach	1,031.29	1,682.79
	Hall Maintenance	4,936.50	1,193.16
	Church Fabric	33.60	240.00
	Akenham	121.77	-
	Botolph's Bounty	-	50.00
	Community Choir	351.00	-
	North Aisle	-	43,154.66
	Basic Life Pop Up Shop	28,030.00	11,290.00
	Mum's & Tot's	24.53	-
	Brick Fund	1,077.30	425.80
	Suffolk Hardship Fund	12,085.00	21,500.00
	Digital Inclusion Fund	-	1,859.98
	Community Restart Funding	2,500.00	800.00
	Chairs for North Aisle	2,459.00	7,956.00
		54,485.21	90,688.38

3.5	Analysis	This Year	Last Year
		£	£
Other incoming	PCC fees	4,360.00	4,871.67
resources	Priest fees	1,490.00	800.00
	Organist fees	1,180.00	915.00
	Organ fund	140.00	60.00
	Choir fees	630.00	315.00
	Vergers fees	400.00	300.00
	CCLI & PA	1,102.00	330.00
	Wedding Deposit Fees	100.00	-
	Travel fee for Clergy-Funeral	425.25	445.50
		9,827.25	8,037.17

4. Analysis of resources expended

4.1	Analysis	This Year	Last Year
		£	£
Costs of generating	Other donations	-	-
voluntary income			

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS
NOTES TO THE ACCOUNTS

4.2	Analysis	This Year £	Last Year £
Charitable activities	- Mileage claims: Rector	1,185.34	567.20
	- Other expenses: Rector	279.68	420.30
	Payments for organ services	-	1,200.00
	Parish Share Payment	44,562.50	38,421.96
	Church upkeep	1,696.86	1,404.06
	Printing, stationery and postage	2,110.51	1,276.69
	Telephone	1,370.48	1,194.13
	Photocopier Depreciation Charge	-	175.00
	Church hall running costs - Electricity	1,123.71	753.06
	- Gas	2,004.87	1,025.13
	- Water	337.46	238.68
	- Cleaning, repairs and renewals	1,814.62	2,169.46
	Ascension hall running costs -Electricity	648.00	648.00
	- Gas	3,044.38	581.33
	- Water	752.40	185.47
	- Cleaning, repairs and renewals	1,850.09	2,153.81
	Parish church running costs -Electricity	276.00	210.00
	- Gas	4,009.74	2,050.26
	- Water	64.09	65.30
	Insurance	4,410.32	4,297.17
	Social Events	-	232.95
	Bank charges	143.84	112.50
	Basic Life pop up shop	12,087.57	4,800.00
	Mission & Outreach	500.60	15,357.26
	Suffolk Hardship	15,205.02	13,288.71
	Church floodlighting	-	252.20
	PCC discretionary fund	20.00	974.89
	Office Equipment and Services	766.93	387.97
	Hall Maintenance	4,744.33	518.65
	Harris Fund	492.02	-
	Church Fabric	5,361.89	3,118.86
	Botolph's Bounty	-	89.00
	Community Restart Funding	562.29	1,121.96
	Sundry Donations	619.54	1,124.50
	Akenham	87.60	-
	Chairs for North Aisle	7,479.00	7,479.00
	Resources	-	75.00
	Childrens' Ministry	-	62.88
	CCLI & PA	1,170.92	812.25
	Digital Inclusion Fund	794.00	3,073.96
	Parish Hall Renovation	-	11,436.30
	North Aisle	20,701.46	58,972.17
		142,278.06	182,328.02

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

4.3	Analysis	This Year £	Last Year £
Other resources	Priest fees	1,490.00	800.00
expended	Organist fees	990.00	705.00
	Organ Fund	316.80	-
	Incumbents Board	223.00	-
	Choir pay	630.00	315.00
	Rectors Travel Fees	20.25	-
	Verger fees	400.00	300.00
		4,070.05	2,120.00

5. Details of certain items of expenditure

5.1. PCC expenses	This Year £	Last Year £
Number of PCC members who were reimbursed expenses	6	7
Nature of the expenses		
- Printing, stationery and postage	334.78	193.94
- Hall Maintenance	88.15	62.71
- Church upkeep	470.90	193.55
- Mileage	1,185.34	506.71
- Other Ministry expenses	279.68	33.99
- Floodlighting	-	72.20
- Community Restart Funding	100.51	22.96
- Botolph Bounty	-	89.00
- Telephone	443.38	280.00
- Social events	-	232.95
- Office Equipment	396.93	333.59
- Childrens' Ministry	-	62.88
- Top Up Shop	9,132.38	3,124.08
- Church Fabric	12.00	61.26
- Cleaning, repairs and renewals: Ascension Hall	-	169.82
- Mission & Outreach	-	10.90
- Cleaning, repairs and renewals: Parish Hall	-	94.80
- CCLI/PA	262.75	-
- Resources	57.88	-
- PCC Discretionary Fund	20.00	70.00
- North Aisle	-	4.99
Total amount paid	12,784.68	5,620.33

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

5.2. Fees for examination or audit of the accounts

	This Year	Last Year
	£	£
Independent examiner's fees for reporting on the accounts	-	-

6. Gross transfers between funds

See notes 12.2 and 13.2 for a detailed analysis of the relevant movements.

The only movement affecting the general fund was a transfer in of £4.83 from Mums and Tots.

7. Paid employees

7.1. Staff Costs

	This Year	Last Year
	£	£
Gross wages, salaries and benefits in kind	-	1,200.00
	-	1,200.00

7.2. Average number of full-time equivalent employees in the year

	This Year	Last Year
	No.	No.
Other	1	1
	1	1

8. Tangible fixed assets

8.1 Cost or valuation

	Fixtures, fittings and equipment	Total
	£	£
Balance brought forward	-	-
Additions	-	-
Disposals	-	-
Balance carried forward	-	-

8.2 Accumulated depreciation and impairment provisions

	Fixtures, fittings and equipment	Total
	£	£
Balance brought forward	-	-
Depreciation charge for the year	-	-
Disposals	-	-
Balance carried forward	-	-

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

8.3 Net book value

	Fixtures, fittings and equipment	Total
	£	£
Brought forward	-	-
Carried forward	-	-

The churches, halls and fittings within them, though were acquired but not capitalised in previous years, have not been included at a valuation due to the impractical nature of this task.

9. Investment assets

Analysis of investments

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

	Cost	2022 Market value at year end	Income from investment for the year	Cost	2021 Market value at year end	Income from investment for the year
	£	£	£	£	£	£
- DBF investment fund 1	793.00	5,475.77	164.91	793.00	6,209.97	155.24
- DBF investment fund 2	7,500.00	50,045.66	1,693.99	7,500.00	56,689.36	1,447.62
	8,293.00	55,521.43	1,858.90	8,293.00	62,899.33	1,602.86

The investments were valued at 31 December 2022 by the Diocesan Board of Finance.

10. Debtors and prepayments

Analysis of debtors

	Amounts falling due within one year	
	This year	Last year
	£	£
Trade debtors	4,344.45	1,751.83
Other debtors	-	-
Prepayments and accrued income	-	-
	4,344.45	1,751.83

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

11. Creditors and accruals

Analysis of creditors

	Amounts falling due within one year	
	This year £	Last year £
Trade creditors	8,031.72	1,951.17
Accruals and deferred income	-	-
Loans and overdrafts	-	-
	<u>8,031.72</u>	<u>1,951.17</u>

12. Designated funds

12.1 Funds held

Fund Name	Type	Purpose and restrictions
Akenham	Designated	Maintenance of services at Akenham
Missions	Designated	Donations for Missions
Legacies	Designated	Designated legacies
Organ fund	Designated	Repair/renewal of organ
PCC Discretionary fund	Designated	PCC Discretionary fund
Incumbents Board	Designated	Board of Incumbents in North Aisle
CCLI & PA renewals	Designated	To cover cost of CCLI licences
Office Equipment	Designated	Replacement of Office Equipment.
Hall Maintenance	Designated	Hall Maintenance
Church Fabric	Designated	Redecoration of church property.

12.2 Movement of funds

Fund Name	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances c/fwd £
Church Fabric	645.42	33.60	(5,361.89)	48,819.00	44,136.13
Akenham	(201.57)	121.77	(87.60)	-	(167.40)
Missions	865.45	-	-	-	865.45
Organ Fund	3,581.98	140.00	(316.80)	-	3,405.18
Incumbents Board	-	-	(223.00)	1,368.43	1,145.43
CCLI & PA Renewals	(340.44)	1,102.00	(1,170.92)	-	(409.36)
Legacies	5,862.52	-	-	-	5,862.52
Office Equipment	(775.58)	-	(766.93)	-	(1,542.51)
PCC Discretionary Fund	(426.81)	-	(20.00)	-	(446.81)
Hall Maintenance	2,915.77	4,936.50	(4,744.33)	-	3,107.94
	<u>12,126.74</u>	<u>6,333.87</u>	<u>(12,691.47)</u>	<u>50,187.43</u>	<u>55,956.57</u>

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

13. Endowment and restricted income funds

13.1 Funds held

Fund Name	Type	Purpose and restrictions
Digital Inclusion Fund	Restricted	For the Church to purchase IT kit for use to help people in need.
Community Restart Funding	Restricted	Funds from IBC to restart activities post COVID
Akenham War Memorial	Restricted	Rebuilding of WW1 memorial
Community Choir	Restricted	Running of Children's Community Choir
Mum's & Tot's	Restricted	Running of Mum's & Tot's
Church Window Repair & Guard Fitting	Restricted	To repair damaged windows in Church and to fund the fitting of window guards
Mission & Outreach	Restricted	For Mission & Outreach Growth
Children's Ministry Fund	Restricted	Provision of Children's Ministry
Church floodlighting	Restricted	Grant for church floodlighting
Suffolk Hardship Fund	Restricted	Household Support Grants
Replacement Church Silver	Restricted	To replace stolen church silver
Harris Fund	Restricted	To be spent on young people in consultation with WYP.
Whitton Parish Hall Renovation	Restricted	To renovate the Parish Hall
Basic Life Pop Up Shop	Restricted	Running of weekly pop up shop
Memorial Restoration Fund	Restricted	Repair of certain memorials
Brick Fund	Restricted	Donations to buy bricks for North Aisle work.
Tree Replacement	Restricted	Fund for replacement of trees
Chairs for North Aisle	Restricted	Purchase new chairs for North Aisle
North Aisle Project	Restricted	Work on North Aisle in the Church
Sundry Donations	Restricted	Restricted donations
Botolph's Bounty	Restricted	This money was given to our previous Incumbent to set up a hardship fund to enable small disbursements to be made to those in urgent need.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

13.2 Movement of funds

Fund Name	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances c/fwd £
Botolph's Bounty	699.01	-	-	-	699.01
Akenham War Memorial	639.31	-	-	-	639.31
Church Floodlighting	3,445.61	159.38	-	-	3,604.99
Suffolk Hardship Fund	8,588.29	12,085.00	(15,205.02)	(2,500.00)	2,968.27
Digital Inclusion Fund	(1,213.98)	-	(794.00)	2,007.98	-
Harris Fund	-	-	(492.02)	492.02	-
Community Restart Funding	(321.96)	2,500.00	(562.29)	-	1,615.75
Memorial Restoration Fund	1,533.41	-	-	-	1,533.41
Church Window Rep & Guards	2,895.45	-	-	-	2,895.45
Whitton Parish Hall Renovation	563.70	-	-	-	563.70
North Aisle Project	67,706.13	-	(20,701.46)	(47,004.67)	-
Chairs for North Aisle	1,492.63	2,459.00	(7,479.00)	3,849.84	322.47
Community Choir	3,405.70	351.00	-	-	3,756.70
Mum's & Tot's	386.71	24.53	-	(4.83)	406.41
Tree Replacement	107.50	-	-	-	107.50
Replacement Church Silver	14,952.20	-	-	-	14,952.20
Children's Ministry	213.54	-	-	-	213.54
Mission & Outreach	6,731.89	1,031.29	(500.60)	-	7,262.58
Sundry Donations	(1,308.84)	1,552.74	(619.54)	-	(375.64)
Brick Fund	5,955.30	1,077.30	-	(7,032.60)	-
Basic Life Pop Up Shop	6,615.10	28,673.75	(12,087.57)	-	23,201.28
	123,086.70	49,913.99	(58,441.50)	(50,192.26)	64,366.93

Accounts

**The
Diocese
of
St Edmundsbury and Ipswich**



**Annual Report
and
Financial Statements
of the
Parochial Church Council
of
St Mary's & St Botolph's Church
Whitton, Ipswich
Suffolk**

For the year ended 31 December 2021

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH

REPORT AND FINANCIAL STATEMENTS 2021

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**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

REFERENCE AND ADMINISTRATIVE INFORMATION

Church: **St Mary and St Botolph**
Address: **Whitton Church Lane**
Ipswich
Suffolk
Postcode: **IP1 6LT**

Priest In Charge
Name: **Revd M Sokanovic**
Address: **Side View**
School Road
Coddenham
Postcode: **IP6 9PS**
Telephone: **07824 323073**

Bankers
Name: **CAF Bank Ltd**
Address: **25 Kings Hill Avenue**
Kings Hill
West Malling
Postcode: **ME19 4JZ**

Examiner
Name: **Charlotte Hodgson**
Address: **C/o 4 Cutler Street**
Ipswich
Postcode: **IP1 IUQ**

Church Membership

Electoral Roll – Resident:

50

Electoral Roll – Non- Resident:

38

Average Weekly Adult Attendance

43

Under covid-19 rules.

Average Weekly Young Persons Attendance:

1

Under covid-19 rules.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

REFERENCE AND ADMINISTRATIVE INFORMATION (continued)

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

	<u>Name</u>	<u>Term of Office Ends</u>
<u>Incumbent:</u>	Revd M Sokanovic	Priest in Charge
<u>Assistant Curate:</u>	Maureen Bonsall	
<u>Churchwardens</u>	Mrs P Neesam	May 2022
	Ms S Coward	May 2022
<u>Deanery Synod Representative(s):</u>	Mr C Bulpitt	April 2023
	Mrs B Frost	April 2023
<u>Elected Member(s):</u>	Mr R Boggis	May 2023
	Mrs S Brooks (<i>Secretary</i>)	May 2024
	Mr R Jones	May 2022
	Mr A Page	May 2022
	Mrs R Moore	May 2024
	Miss F Spore	May 2024
	Mrs B Kemp	May 2024
	Mr M Steward	May 2024
	Mrs A Parobij	May 2023
<u>Co-opted</u>	Mr H Burke (<i>Treasurer</i>)	Dec 2021

*NB All PCC Members are
Elected for a notional 3 year
Term of office*

The PCC is registered with the Charity Commission. No: - 1139484

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Committees

The PCC operates through a number of informal panels that report back to the PCC for decision-making:

Standing Committee:

This Committee consists of the Chairman, the Vice Chairman, Churchwardens, Secretary and a PCC member. This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Other Committees:

Finance - oversees the general financial dimension of the work of the parish by monitoring income and expenditure against a pre-planned budget, budgeting and co-ordination of the annual review of the Christian Stewardship of money through planned giving.

Fabric - attends to matters relating to the stewardship of the fabric of the church and two halls together with the surrounding land. The general upkeep and maintenance of the Churchyard is the responsibility of Ipswich Borough Council as the graveyard was closed for burials, except for existing double grave vacancies and spaces reserved by faculty, by Order in Council many years ago. There have been 8 internments of ashes and no burials in the graveyard during the year.

Mission - attends to matters relating to the mission and outreach of the parish and to the promoting of Christian education within the congregation.

Social - arranges and oversees social occasions offering opportunity for fellowship and also promotes fundraising ideas and events for the benefit of the Parish. It was felt that fundraising could also be used as a form of mission, and to publicise the Church around the area.

Communication- organises the parish publicity via The Whitton Times, the weekly Pew Sheet, and the parish web site. In addition it arranges the distribution of information regarding Parish events.

Liturgy and Worship- prepares the service booklets for each of the Church seasons. It is also responsible for the smooth running of the services.

Church Attendance.

There were 88 parishioners on the electoral roll at the end of 2021, 38 of whom were not resident within the parish. During the year 1 person died.

The average Weekly Attendance, in person (at the normal Sunday and Wednesday services) counted during October 2021 was 43 adults and 1 child under 16 years of age. Church at home estimated viewing 318. (Including daily Compline).

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

AIMS AND OBJECTIVES

The Parochial Church Council has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical [PCC (Powers) Measure 1956 Section 2]

At the PCC zoom meeting held on February 8th 2021, the aims and objectives for the Parish were reviewed & agreed.

- to serve the area as a Parish Church
- to provide a centre for traditional worship
- to foster youth development
- to embody 'The Five Marks of Mission' as the guiding directive in our Parish

In planning the activities of the Parish for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, ordinary people are encouraged to live out their faith as part of our parish community through:

- different types of Worship and prayer; learning about the Bible; and developing their knowledge and trust in Jesus.
- provision of pastoral care for people living in the Parish.
- activities for children from Schools in the Parish.
- Missionary and outreach work.

THE FIVE MARKS OF MISSION

TELL – To proclaim the good news of the Kingdom

TEACH – To teach, baptise and nurture new believers

TEND – To respond to human need by loving service

TRANSFORM – To seek to transform unjust structures in society

TREASURE – To strive to safeguard the integrity of creation, and sustain and renew the life of the earth.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

ACHIEVEMENTS AND PERFORMANCE

Review of the year

The full PCC met 9 times during the year with an average attendance of 86%.

Our Learning Community and panels have met between meetings and reports of these were presented at the following PCC meetings and discussed as necessary. Until September these were held on Zoom.

The general running repairs and maintenance of the Church, churchyard and halls have been addressed by the Parish working party. A nearby resident has created a small flower garden adjacent to the church gate.

During the year the reordering of the North Aisle was completed. We are grateful to a large number of people who despite the lockdowns found ways of working to achieve this magnificent work. This space is already being used for community and fellowship.

The fabric of both the Parish Hall and the Ascension Hall continues to give rise for concern. The replacement of guttering at the Church hall has been undertaken during the year. Towards the latter part of the year we have been able to let our halls to aid our income, which we hope will lessen the impact on our finances.

Sadly because of the pandemic the spring bulb planting programme was unable to take place, however as part of our Remembrance Service we had the opportunity to plant bulbs as a memorial.

Due to the pandemic some activities were unable to take place this year. However Mums and Tots were able to resume towards the end of the year. A service of light and life, was held under covid regulations. Family Service, Open the Book, visits from schools, movie club, Wikidz and visits to Thurleston Nursing Home, have not yet resumed.

Remembrance Sunday service this year was held in person under covid regulations and streamed online. The Service concluded with the Act of Remembrance at the War We were able to have a short service of Remembrance in the churchyard at St Mary Akenham.

The Scout and Guide organisations continued to meet on Zoom and were able to meet face to face in our halls from the autumn half term.

Thanks to the goodwill of many people our participation in Operation Christmas Child resulted in 54 filled shoe boxes which were sent to children overseas.

Towards the end of the year the elders were able to resume taking Home Communion to the house bound.

Our Church at Home Sunday Services, have been a great success and comfort to many reaching across the world. From Easter, with a strict booking system, we were able to worship in Church.

Our well regarded Compline continues every evening a 9pm reaching people far and wide and is led by a team of clergy and lay people.

Our BASIC Life pop-up shop for the people in our community continues successfully with a team of regular volunteers. The produce on offer varies from fresh fruit and vegetables to pasta and long-life

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

**ACHIEVEMENTS AND PERFORMANCE (continued)
Review of the year (continued)**

milk, tinned goods and toiletries. Anyone in need may come, no referral is required and there is no means testing.

There were 3 Weddings during the year. After lockdown eased 8 Baptisms were held. There were 9 funeral services held in Church. In addition the Incumbents of the Parish conducted 22 funeral services at the Ipswich & Seven Hills Crematoriums.

Although our social activities were curtailed for most of the year, with restrictions easing we were able to hold a Harvest lunch and a social event when Charlie Haylock came to talk about his involvement with the film "The Dig."

Sadly we were not able to hold our May and Christmas Fayres, Cheese and Wine in the Churchyard, Cream Teas at Akenham and a quiz, nor organise a Parish Outing. We look forward to these again happening in the future.

No collections were paid through Restricted funds.

PCC Members – Expenses

£
1,519.94
113.42
75.52
519.14
62.88
3,178.63
50.80

M. Sokanovic
H. Burke
P. Neesam
R. Boggis
A. Parobij
M. Bonsall
S Coward

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

FINANCIAL REVIEW

The planned giving through the envelope scheme gift aid was £31,834.00. This is a decrease on last year of £1,387.58 (2020: decrease of £6,335.96). Cash collections increased by 68.7 % (2020: decrease of 34.7%) this equates to an overall increase in giving of 1.2% (2020 decrease of 11.7%). We paid 72.0% of our Parish Share obligation. (2020 45.9%).

Reserves Policy

The PCC of St Mary's & St Botolph met on 8th February 2021 to review and agree the Parish policy on reserves. It was agreed that:

The Fabric Fund reserve should be no less than £1,000 to cover emergency payments.

The Organ Fund reserves should contain £500 to cover general maintenance costs.

General Fund Reserve (Deposit & Current Account) should be maintained no less than £8,500 to cover one month's operating expenses.

Missions Fund, no less than £500 to cover emergency grant aids.

The valuation of Diocesan Board of Finance (DBF) Investment reserves was agreed to be not less than £25,000, to reflect the current stock market situation, and would be kept under review.

RISK ASSESSMENT

The PCC (as charity trustees) has reviewed and amended the comprehensive, strategic plan compiled in 2003, setting out the major opportunities available to the Church, and the risks to which it is exposed. The PCC has monitored progress against the strategic objectives set out in the plan at each meeting and a comprehensive review of the plan will be carried out annually. The PCC has set up through the Finance, Fabric, Mission & Social committees an ongoing review of all aspects of risk assessment, which cover the following aspects.

Financial Risks – The Finance committee maintains a constant overview reporting to the PCC ad hoc. The PCC believes that most aspects of financial risk are reviewed at regular meetings of the committee. They produce an annual budget, which is passed by the PCC, the budget is then monitored on a regular basis, and any major expenditure is investigated by the committee before approval by the whole PCC. It is the view of the PCC that financial risks are greatly minimised by the activity of the committee.

Reputation Risk – Over the last year any sensitive issues that have been discussed in confidence at PCC meetings always took into account the reputational concerns when making decisions. During the year the joint committees have reviewed how we avoid unwelcome publicity, which hinders the mission of the Church.

Statutory and Legal Requirements -The Parish has adopted the Diocesan Safeguarding Policy and to ensure that the policy is maintained a Safeguarding officer, has been appointed. Key workers are to be checked with the Disclosure and Barring Service (DBS). Other people working with children are to complete a confidential Declaration. The fabric & social committees ensure that activities carried out meet the necessary legal requirements. These committees will continue to review their activities and assess the risks so as to ensure that health and safety, employment law, and associated difficulties, which could lead to compensation claims, are minimised. Regarding Health & Safety, the Ecclesiastical Insurance model policy has been adopted. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure to have regard to the House Of Bishops guidance on safeguarding children and vulnerable adults.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021**

RISK ASSESSMENT (continued)

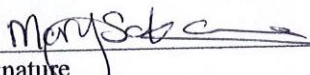
Operational Risk -Through the work of the Church Elders, Church Wardens & other church officers, systems are in place so that services can go ahead without Clergy, in cases of emergencies. The PCC will continue to carry out a full risk assessment on threats to the Church ability to deliver its objectives.

The PCC [as Charity Trustees] has established systems and procedures to mitigate those risks identified in the plan. The implementation of procedures have minimised any potential impact on the charity. There has been nothing adverse reported.

DECLARATION

The Parochial Church Council declare that they have approved their annual report above

Signed on behalf of the Parochial Church Council


Signature

Date 19th June 2022

Rev'd Mary Sokanovic
Priest in Charge

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES (MEMBERS OF THE
PAROCHIAL CHURCH COUNCIL)**

I report on the financial statements of the PCC for the year ended 31 December 2021 which are set out on pages 10 to 22.

Respective responsibilities of Trustees and the Examiner

The church's trustees are responsible for the preparation of the financial statements, they consider that an audit is not required for this year under 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 Commissioners (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 report

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 with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently the report is limited to those matters set out in the statement below.

Independent examiner's statement

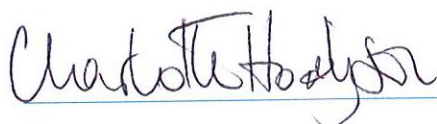
In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with the Act; and
 - b. to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Act and the Regulations have not been met;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date June 2022

Charlotte Hodgson
C/o 4 Cutler Street
Ipswich
IP1 1UQ



ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS
FROM 1 JANUARY 2021 TO 31 DECEMBER 2021
STATEMENT OF FINANCIAL ACTIVITIES

		Unrestricted funds 2021		Restricted funds 2021	Total funds 2021	Total funds 2020
Incoming resources	Notes	General £	Designated £	£	£	£
Incoming resources from generated funds:						
- Voluntary income	3.1	44,201.42	5.00	8,780.63	52,987.05	44,803.83
Activities for generating funds	3.2	11,389.84	-	-	11,389.84	6,614.73
Investment Income	3.3	1,619.22	-	-	1,619.22	1,656.74
Incoming resources from charitable activities	3.4	365.99	1,453.16	88,869.23	90,688.38	95,253.55
Other incoming resources	3.5	7,647.17	390.00	-	8,037.17	5,744.30
Total incoming resources		65,223.64	1,848.16	97,649.86	164,721.66	154,073.15
Resources expended						
Costs of generating funds						
- Costs of generating voluntary income	4.1	-	-	-	-	-
Charitable activities	4.2	59,482.46	5,812.62	117,032.94	182,328.02	67,542.92
Other resources expended	4.3	2,120.00	-	-	2,120.00	1,009.00
Total resources expended		61,602.46	5,812.62	117,032.94	184,448.02	68,551.92
Net incoming resources before transfers		3,621.18	(3,964.46)	(19,383.08)	(19,726.36)	85,521.23
Gross transfers between funds	6	12,000.00	-	(12,000.00)	-	-
Net incoming resources before other recognised gains		15,621.18	(3,964.46)	(31,383.08)	(19,726.36)	85,521.23
Other recognised gains						
Gains and losses on investment assets		8,051.77	-	-	8,051.77	3,540.81
Net movement in funds		23,672.95	(3,964.46)	(31,383.08)	(11,674.59)	89,062.04
Total funds brought forward		40,808.53	16,091.20	154,469.78	211,369.51	122,307.47
Total funds carried forward		64,481.48	12,126.74	123,086.70	199,694.92	211,369.51

All incoming and expended resources derive from continuing activities.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

BALANCE SHEET AS AT 31 DECEMBER 2021

		Unrestricted funds 2021		Restricted funds 2021	Total this year 2021	Total last year 2020
	Notes	General £	Designated £	£	£	£
Fixed assets						
Tangible assets	8	-	-	-	-	175.00
Investments	9	62,899.33	-	-	62,899.33	54,847.56
Total fixed assets		62,899.33	-	-	62,899.33	55,022.56
Current assets						
Debtors	10	1,751.83	-	-	1,751.83	51,081.76
Cash at bank and in hand		1,781.49	12,126.74	123,086.70	136,994.93	107,504.30
Total current assets		3,533.32	12,126.74	123,086.70	138,746.76	158,586.06
Creditors: amounts falling due within one year	11	1,951.17	-	-	1,951.17	2,239.11
Net current assets		1,582.15	12,126.74	123,086.70	136,795.59	156,346.95
Net assets		64,481.48	12,126.74	123,086.70	199,694.92	211,369.51
Funds of the PCC						
Unrestricted funds						
- Designated funds	12	-	12,126.74	-	12,126.74	16,091.20
- General funds		64,481.48	-	-	64,481.48	37,350.02
Restricted funds	13	-	-	123,086.70	123,086.70	157,928.29
Total funds		64,481.48	12,126.74	123,086.70	199,694.92	211,369.51

Signed on behalf of the Parochial Church Council

Rev'd Mary Sokanovic 
Priest in Charge

Date 19th June 2022

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

1. Basis of preparation

1.1. Basis of accounting

These accounts 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 with the Regulations' "true and fair view" provisions, it is also the first year they have been prepared under FRS102 (2016) as the applicable accounting standard.

2. Accounting policies

2.1. Fund accounting

- Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the church. Unrestricted funds include revaluation reserves representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the PCC for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

2.2. Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the PCC are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

2.3. Resources expended and irrecoverable VAT

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

2.4. Allocation of costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

2.5. Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.6. Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gifts to which they relate.

2.7. Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

2.8. Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

2.9. Volunteer help

The value of any voluntary help received is not included in the accounts.

2.10. Investment income

This is included in the accounts when receivable.

2.11. Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.12. Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.13. Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

2.14. Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the charity on receipt. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which in all cases is estimated at four years.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.15. Investments

Investments are valued at market value at the year end.

3. Analysis of incoming resources

3.1	Analysis	This Year £	Last Year £
Voluntary income	Planned giving	31,834.00	33,221.58
	Inland revenue refunds	15,040.22	7,285.36
	9.30am Cash collections	3,614.00	2,141.79
	6.30pm Cash collections	74.90	196.67
	Other services Cash collections	794.23	253.57
	Wednesday – Ascension	-	65.52
	Contributions to church upkeep	142.20	387.81
	Sundry donations	1,487.50	1,251.53
		52,987.05	44,803.83
3.2	Analysis	This Year £	Last Year £
Activities for generating funds	Hire of Parish hall	4,806.56	2,276.16
	Hire of Ascension hall	6,583.28	4,338.57
		11,389.84	6,614.73
3.3	Analysis	This Year £	Last Year £
Investment Income	Dividends	1,440.57	1,391.14
	Interest	178.65	265.60
		1,619.22	1,656.74

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

3.4	Analysis	This Year	Last Year
		£	£
Incoming resources	Fund raising events	365.99	1,385.00
activities	PCC Discretionary	20.00	-
	Church floodlighting	150.00	225.00
	Mission & Outreach	1,682.79	11,676.59
	Hall Maintenance	1,193.16	1,021.47
	Church Fabric	240.00	180.00
	Church Silver Replacement	-	234.00
	St Botolph's Bounty	50.00	325.00
	Parish Hall Renovation	-	12,000.00
	North Aisle	43,154.66	55,012.58
	Basic Life Pop Up Shop	11,290.00	-
	Mum's & Tot's	-	63.91
	Brick Fund	425.80	4,903.00
	Suffolk Hardship Fund	21,500.00	8,227.00
	Digital Inclusion Fund	1,859.98	-
	Community Restart Funding	800.00	-
	Chairs for North Aisle	7,956.00	-
		90,688.38	95,253.55

3.5	Analysis	This Year	Last Year
		£	£
Other incoming	PCC fees	4,871.67	3,434.00
resources	Priest fees	800.00	474.00
	Organist fees	915.00	513.00
	Organ fund	60.00	20.00
	Choir fees	315.00	105.00
	Vergers fees	300.00	223.00
	CCLI & PA	330.00	341.70
	Travel fee for Clergy-Funeral	445.50	633.60
		8,037.17	5,744.30

4. Analysis of resources expended

4.1	Analysis	This Year	Last Year
		£	£
Costs of generating	Other donations	-	-
voluntary income			

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS
NOTES TO THE ACCOUNTS

4.2	Analysis	This Year	Last Year
		£	£
Charitable activities	- Mileage claims: Rector	567.20	601.45
	- Other expenses: Rector	420.30	167.86
	Payments for organ services.	1,200.00	600.00
	Quota	38,421.96	25,124.77
	Church upkeep	1,404.06	834.92
	Printing, stationery and postage	1,276.69	1,340.89
	Telephone	1,194.13	1,337.40
	Photocopier Depreciation Charge	175.00	1,050.00
	Church hall running costs - Electricity	753.06	590.77
	- Gas	1,025.13	918.18
	- Water	238.68	250.71
	- Cleaning, repairs and renewals	2,169.46	1,729.53
	Ascension hall running costs -Electricity	648.00	690.73
	- Gas	581.33	1,226.04
	- Water	185.47	290.87
	- Cleaning, repairs and renewals	2,153.81	1,388.94
	Parish church running costs -Electricity	210.00	455.36
	- Gas	2,050.26	1,836.37
	- Water	65.30	62.23
	Insurance	4,297.17	4,192.36
	Social Events	232.95	1,341.33
	Bank charges	112.50	60.00
	Basic Life pop up shop	4,800.00	299.90
	Mission & Outreach	15,357.26	6,893.73
	Community Choir	-	1,021.00
	Suffolk Hardship	13,288.71	7,850.00
	Church floodlighting	252.20	180.00
	PCC discretionary fund	974.89	329.81
	Office Equipment and Services	387.97	387.61
	Hall Maintenance	518.65	770.90
	WW1 Remembrance Project	-	185.00
	Church Fabric	3,118.86	173.20
	Botolph's Bounty	89.00	725.00
	Community Restart Funding	1,121.96	-
	Sundry Donations	1,124.50	1,784.03
	Akenham	-	201.57
	Chairs for North Aisle	7,479.00	-
	Resources	75.00	95.00
	Childrens' Ministry	62.88	-
	CCLI & PA	812.25	555.46
	Digital Inclusion Fund	3,073.96	-
	Parish Hall Renovation	11,436.30	-
	North Aisle	58,972.17	-
		182,328.02	67,542.92

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

4.3	Analysis	This Year £	Last Year £
Other resources expended	Priest fees	800.00	420.00
	Organist fees	705.00	235.00
	Choir pay	315.00	131.00
	Verger fees	300.00	223.00
		2,120.00	1,009.00

5. Details of certain items of expenditure

5.1. PCC expenses

	This Year £	Last Year £
Number of PCC members who were reimbursed expenses	7	4
Nature of the expenses		
- Printing, stationery and postage	193.94	320.95
- Hall Maintenance	62.71	55.90
- Church upkeep	193.55	281.82
- Mileage	506.71	601.45
- Other Ministry expenses	33.99	9.99
Floodlighting	72.20	-
Community Restart Funding	22.96	-
Botolph Bounty	89.00	-
- Telephone	280.00	387.50
- Social evens	232.95	-
- Office Equipment	333.59	387.61
- Childrens' Ministry	62.88	-
- Basic Life Pop Up Shop	3,124.08	299.90
- Church Fabric	61.26	-
- Cleaning, repairs and renewals: Ascension Hall	169.82	6.98
- Mission & Outreach	10.90	162.53
- Cleaning, repairs and renewals: Parish Hall	94.80	-
- PCC Discretionary Fund	70.00	239.81
- North Aisle	4.99	-
Total amount paid	5,620.33	2,754.44

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

5.2. Fees for examination or audit of the accounts

Independent examiner's fees for reporting on the accounts

This Year	Last Year
£	£
-	-

6. Gross transfers between funds

£ 12,000.00 from Whitton Parish Hall Renovation to the General Fund.

7. Paid employees

7.1. Staff Costs

Gross wages, salaries and benefits in kind

This Year	Last Year
£	£
1,200.00	600.00
1,200.00	600.00

7.2. Average number of full-time equivalent employees in the year

Other

This Year	Last Year
No.	No.
1	1
1	1

8. Tangible fixed assets

8.1 Cost or valuation

Balance brought forward
Additions
Disposals
Balance carried forward

Fixtures, fittings and equipment	Total
£	£
4,200.00	4,200.00
-	-
-	-
4,200.00	4,200.00

8.2 Accumulated depreciation and impairment provisions

Balance brought forward
Depreciation charge for the year
Disposals
Balance carried forward

Fixtures, fittings and equipment	Total
£	£
4,025.00	4,025.00
175.00	175.00
-	-
4,200.00	4,200.00

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

8.3 Net book value

	Fixtures, fittings and equipment £	Total £
Brought forward	175.00	175.00
Carried forward	0.00	0.00

The churches, halls and fittings within them, though were acquired but not capitalised in previous years, have not been included at a valuation due to the impractical nature of this task.

9. Investment assets

Analysis of investments

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

	Cost	2021 Market value at year end	Income from investment for the year	Cost	2020 Market value at year end	Income from investment for the year
	£	£	£	£	£	£
- DBF investment fund 1	793.00	6,209.97	155.24	793.00	5,284.76	145.66
- DBF investment fund 2	7,500.00	56,689.36	1,447.62	7,500.00	49,562.80	1,450.21
	8,293.00	62,899.33	1,602.86	8,293.00	54,847.56	1,595.87

The investments were valued at 31 December 2021 by the Diocesan Board of Finance.

10. Debtors and prepayments

Analysis of debtors

	Amounts falling due within one year	
	This year £	Last year £
Trade debtors	1,751.83	1,567.74
Other debtors	-	-
Prepayments and accrued income	-	49,514.02
	1,751.83	51,081.76

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

11. Creditors and accruals

Analysis of creditors

	Amounts falling due within one year	
	This year £	Last year £
Trade creditors	1,951.17	1,626.03
Accruals and deferred income	-	-
Loans and overdrafts	-	-
	<u>1,951.17</u>	<u>1,626.03</u>

12. Designated funds

12.1 Funds held

Fund Name	Type	Purpose and restrictions
Akenham	Designated	Maintenance of services at Akenham
Missions	Designated	Donations for Missions
Legacies	Designated	Designated legacies
Organ fund	Designated	Repair/renewal of organ
PCC Discretionary fund	Designated	PCC Discretionary fund
CCLI & PA renewals	Designated	To cover cost of CCLI licences
Office Equipment	Designated	Replacement of Office Equipment.
Hall Maintenance	Designated	Hall Maintenance
Church Fabric	Designated	Redecoration of church property.

12.2 Movement of funds

Fund Name	Fund balances b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances c/fwd £
Church Fabric	3,524.28	240.00	(3,118.86)	-	645.42
Akenham	(201.57)	-	-	-	(201.57)
Missions	865.45	-	-	-	865.45
Organ Fund	3,521.98	60.00	-	-	3,581.98
CCLI & PA Renewals	141.81	330.00	(812.25)	-	(340.44)
Legacies	5,862.52	-	-	-	5,862.52
Office Equipment	(387.61)	-	(387.97)	-	(775.58)
PCC Discretionary Fund	523.08	25.00	(974.89)	-	(426.81)
Hall Maintenance	2,241.26	1,193.16	(518.65)	-	2,915.77
	<u>16,091.20</u>	<u>1,848.16</u>	<u>(5,812.62)</u>	<u>-</u>	<u>12,126.74</u>

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

13. Endowment and restricted income funds

13.1 Funds held

Fund Name	Type	Purpose and restrictions
Digital Inclusion Fund	Restricted	For the Church to purchase IT kit for use to help people in need.
Community Restart Funding	Restricted	Funds from IBC to restart activities post COVID
Akenham War Memorial	Restricted	Rebuilding of WW1 memorial
Community Choir	Restricted	Running of Children's Community Choir
Mum's & Tot's	Restricted	Running of Mum's & Tot's
Church Window Repair & Guard Fitting	Restricted	To repair damaged windows in Church and to fund the fitting of window guards
Mission & Outreach	Restricted	For Mission & Outreach Growth
Children's Ministry Fund	Restricted	Provision of Children's Ministry
Church floodlighting	Restricted	Grant for church floodlighting
Suffolk Hardship Fund	Restricted	Household Support Grants
Replacement Church Silver	Restricted	To replace stolen church silver
Whitton Parish Hall Renovation	Restricted	To renovate the Parish Hall
Basic Life Pop Up Shop	Restricted	Running of weekly pop up shop
Memorial Restoration Fund	Restricted	Repair of certain memorials
Brick Fund	Restricted	Donations to buy bricks for North Aisle work.
Tree Replacement	Restricted	Fund for replacement of trees
Chairs for North Aisle	Restricted	Purchase new chairs for North Aisle
North Aisle Project	Restricted	Work on North Aisle in the Church
Sundry Donations	Restricted	Restricted donations
Botolph's Bounty	Restricted	This money was given to our previous Incumbent to set up a hardship fund to enable small disbursements to be made to those in urgent need.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

13.2 Movement of funds

Fund Name	Fund balances b/fwd	Incoming resources	Outgoing resources	Transfers	Fund balances c/fwd
	£	£	£	£	£
Botolph's Bounty	698.01	90.00	(89.00)	-	699.01
Akenham War Memorial	639.31	-	-	-	639.31
Church Floodlighting	3,522.81	175.00	(252.20)	-	3,445.61
Suffolk Hardship Fund	377.00	21,500.00	(13,288.71)	-	8,588.29
Digital Inclusion Fund	-	1,859.98	(3,073.96)	-	(1,213.98)
Community Restart Funding	-	800.00	(1,121.96)	-	(321.96)
Memorial Restoration Fund	1,533.41	-	-	-	1,533.41
Church Window Rep & Guards	2,895.45	-	-	-	2,895.45
Whitton Parish Hall Renovation	24,000.00	-	(11,436.30)	(12,000.00)	563.70
North Aisle Project	76,248.64	50,429.66	(58,972.17)	-	67,706.13
Chairs for North Aisle	-	8,971.63	(7,479.00)	-	1,492.63
Community Choir	3,405.70	-	-	-	3,405.70
Mum's & Tot's	386.71	-	-	-	386.71
Tree Replacement	107.50	-	-	-	107.50
Replacement Church Silver	14,952.20	-	-	-	14,952.20
Children's Ministry	276.42	-	(62.88)	-	213.54
Mission & Outreach	20,406.36	1,682.79	(15,357.26)	-	6,731.89
Sundry Donations	(209.34)	-	(1,099.50)	-	(1,308.84)
Brick Fund	5,529.50	425.80	-	-	5,955.30
Basic Life Pop Up Shop	(299.90)	11,715.00	(4,800.00)	-	6,615.10
	154,469.78	97,649.86	(117,032.94)	(12,000.00)	123,086.70

Accounts

**The
Diocese
of
St Edmundsbury and Ipswich**



**Annual Report
and
Financial Statements
of the
Parochial Church Council
of
St Mary's & St Botolph's Church
Whitton, Ipswich
Suffolk**

For the year ended 31 December 2020

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
REPORT AND FINANCIAL STATEMENTS 2020

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**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020**

REFERENCE AND ADMINISTRATIVE INFORMATION

Church: **St Mary and St Botolph**

Address: **Whitton Church Lane**

Ipswich

Suffolk

Postcode: **IP1 6LT**

Priest In Charge

Name: Revd M Sokanovic

Address: Side View

School Road

Coddenham

Postcode: IP6 9PS

Telephone: 07824 323073

Bankers

Name: CAF Bank Ltd

Address: 25 Kings Hill Avenue

Kings Hill

West Malling

Postcode: ME19 4JZ

Examiner

Name: Charlotte Hodgson

Address: C/o 4 Cutler Street

Ipswich

Postcode: IP1 IUQ

Church Membership

Electoral Roll - Resident:

Electoral Roll - Non- Resident:

Average Weekly Adult Attendance

Average Weekly Young Persons

Attendance:

51
37
51
3

Under covid-19 rules.

Under covid-19 rules.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020**

REFERENCE AND ADMINISTRATIVE INFORMATION (continued)

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

	<u>Name</u>	<u>Term of Office Ends</u>
<u>Incumbent:</u>	Revd M Sukanovic	Priest in Charge
<u>Assistant Curate:</u>	Maureen Bonsall	
<u>Churchwardens</u>	Mrs P Neesam Mr T Page	May 2021 31 December 2020
<u>Deanery Synod Representative(s):</u>	Mr C Bulpitt Mrs B Frost	April 2023 April 2023
<u>Elected Member(s):</u>	Mr R Boggis Mrs S Brooks (Secretary) Mr K Game Mrs S Coward (CW elect) Mr R Jones Mrs B Kemp Mr M Steward Mrs A Parobij	April 2023 May 2021 Retired October 2020 December 2020 April 2022 May 2021 May 2021 April 2023
<u>Co-opted</u>	Mr H Burke (Treasurer)	May 2021

*NB All PCC Members are
Elected for a notional 3
year
Term of office*

-

The PCC is registered with the Charity Commission. No: - 1139484

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Committees

The PCC operates through a number of informal panels that report back to the PCC for decision-making:

Standing Committee:

This Committee consists of the Chairman, the Vice Chairman, Churchwardens, Secretary and a PCC member. This is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Other Committees:

Finance - oversees the general financial dimension of the work of the parish by monitoring income and expenditure against a pre-planned budget, budgeting and co-ordination of the annual review of the Christian Stewardship of money through planned giving.

Fabric - attends to matters relating to the stewardship of the fabric of the church and two halls together with the surrounding land. The general upkeep and maintenance of the Churchyard is the responsibility of Ipswich Borough Council as the graveyard was closed for burials, except for existing double grave vacancies and spaces reserved by faculty, by Order in Council sixteen years ago. There have been 7 interments of ashes in the Yew Garden, 4 interments of ashes and no burials in the graveyard during the year.

Mission - attends to matters relating to the mission and outreach of the parish and to the promoting of Christian education within the congregation.

Social - arranges and oversees social occasions offering opportunity for fellowship and also promotes fundraising ideas and events for the benefit of the Parish. It was felt that fundraising could also be used as a form of mission, and to publicise the Church around the area.

Communication- organises the parish publicity via The Whitton Times, the weekly Pew Sheet, and the parish web site. In addition it arranges the distribution of information regarding Parish events.

Liturgy and Worship- prepares the service booklets for each of the Church seasons. It is also responsible for the smooth running of the services.

Church Attendance.

There were 88 parishioners on the electoral roll at the end of 2020, 37 of whom were not resident within the parish. During the year 2 people died and 3 moved away.

The average Weekly Attendance, in person (at the normal Sunday and Wednesday services) counted during October 2020 was 51 adults and 3 children under 16 years of age. Church at home estimated viewing 192.

Due to the pandemic there were no occasional services held in Church during 2020.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

AIMS AND OBJECTIVES

The Parochial Church Council has the responsibility of co-operating with the Incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical [PCC (Powers) Measure 1956 Section 2]

At the PCC meeting held on March 2nd 2020, the aims and objectives for the Parish were reviewed & agreed.

- to serve the area as a Parish Church
- to provide a centre for traditional worship
- to foster youth development
- to embody 'The Five Marks of Mission' as the guiding directive in our Parish

In planning the activities of the Parish for the year, the incumbent and the PCC have considered the

Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, ordinary people are encouraged to live out their faith as part of our parish community through:

- different types of Worship and prayer; learning about the Bible; and developing their knowledge and trust in Jesus.
- provision of pastoral care for people living in the Parish.
- activities for children from Schools in the Parish.
- Missionary and outreach work.

THE FIVE MARKS OF MISSION

TELL - To proclaim the good news of the Kingdom

TEACH - To teach, baptise and nurture new believers

TEND - To respond to human need by loving service

TRANSFORM - To seek to transform unjust structures in society

TREASURE - To strive to safeguard the integrity of creation, and sustain and renew the life of the earth.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020**

ACHIEVEMENTS AND PERFORMANCE

Review of the year

The full PCC met 7 times during the year with an average attendance of 80%.

Our Learning Community and panels have met between meetings and reports of these were presented at the following PCC or Vision meetings and discussed as necessary. From April these were held on Zoom.

The general running repairs and maintenance of the Church, churchyard and halls have been addressed by the Parish working party.

Since receiving the North Aisle faculty, grants have been received and a 'Buy a Brick Appeal' was initiated to meet some of the costs of the work which has successfully reached its target.

We continue to participate in Inspiring Ipswich through our learning community. Our own vision has been the basis of our ideas for growth.

The fabric of both the Parish Hall and the Ascension Hall continues to give rise for concern. A grant for replacement of guttering at the Church Hall has been received and work will commence in the New Year. Unfortunately this year we have been unable to let either of our halls for income. This has had a severe impact on our finances.

Sadly because of the pandemic the spring bulb planting programme was unable to take place.

Due to the pandemic it was with regret that the following activities were unable to take place this year:

Family Services, Mums and Tots, Open the Book, Service of light and life, visits from schools, movie club, Wikidz and visits to Thurleston Nursing Home.

Remembrance Sunday service this year was held online. Individual wreaths having been laid the day before, following the Act of Remembrance at the War Memorial which was filmed. We were able to have a short service of Remembrance in the churchyard at St Mary Akenham.

The Scout and Guide organisations have been unable to meet in our halls but have continued to meet on Zoom.

Thanks to the goodwill of many people our participation in Operation Christmas Child resulted in 60 filled shoe boxes which were sent to children overseas.

After January and February the Elders were unable to take Holy Communion to the house bound but have kept in touch with people by telephone.

During the year our online Church at Home Sunday Services, fondly known to us as Conservatory Church, has been a great success and comfort to many and has reached across the world.

Shortly after the first lockdown an online service of Compline was initiated. This takes place every evening at 9.00pm reaching up to a 100 people and is led by Clergy and Lay people.

In November we established, in conjunction with the BASIC Life Community Charity, a pop-up shop for the people of the parish. BASIC Life is a Christian charity which endeavours to provide food and support to those in need in our community. After seeking a team of volunteers to assist in the project our shop opened on Wednesday 18th November and is held each Wednesday in the Church between 1-2pm. In exchange for £2 a re-usable bag is provided which may be filled with items from the produce

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020**

ACHIEVEMENTS AND PERFORMANCE (continued)

Review of the year (continued)

available. The bag can then be brought back to re-fill in the following week for a cost of £2. The produce on offer varies from fresh fruit and vegetables to pasta and long-life milk, tinned goods and toiletries. Anyone in need may come, no referral is required and there is no means testing.

There were 2 Weddings held during the year. In February a "Songs of Praise for Marriage" service, which was followed by the "Wedding Evening". In January and February 2 Baptisms were held. There were 8 funeral services held in Church. In addition the Incumbents of the Parish conducted 18 funeral services at the Ipswich & Seven Hills Crematoriums.

Prior to the first lockdown we were able to squeeze in a Men's breakfast and a ladies continental breakfast. We were very lucky to enjoy our Parish Dinner, two days before lockdown, when we were entertained by Charlie Haylock.

Sadly both social and fellowship activities were curtailed including, an outing, parish lunch, harvest supper, May and Christmas Fayres, Cheese and Wine in the Churchyard, Cream Teas at Akenham and a quiz. We look forward to these again happening in the future.

Collections paid through Restricted funds
Water Aid

£
173.03

PCC Members - Expenses

	£
M. Sokanovic	2,067.12
H. Burke	24.35
P. Neesam	79.00
R.Boggis	583.97

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL REPORT
FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020**

FINANCIAL REVIEW

The planned giving through the envelope scheme gift aid was £33,221.58 .This is a decrease on last year of £6,335.96 (2019: increase of £5,026.68). Cash collections decreased by 34.7 % (2019: decrease of 13.2%) this equates to an overall decrease in giving of 11.7% (2019 increase of 10.0%). We paid 45.9% of our Parish Share obligation. (2019 100.0%).

Reserves Policy

The PCC of St Mary's & St Botolph met on 2nd March 2020 to review and agree the Parish policy on reserves. It was agreed that:

The Fabric Fund reserve should be no less than £1,000 to cover emergency payments.

The Organ Fund reserves should contain £500 to cover general maintenance costs.

General Fund Reserve (Deposit & Current Account) should be maintained no less than £8,500 to cover one month's operating expenses.

Missions Fund, no less than £500 to cover emergency grant aids.

The valuation of Diocesan Board of Finance (DBF) Investment reserves was agreed to be not less than £25,000, to reflect the current stock market situation, and would be kept under review.

RISK ASSESSMENT

The PCC (as charity trustees) has reviewed and amended the comprehensive, strategic plan compiled in 2003, setting out the major opportunities available to the Church, and the risks to which it is exposed. The PCC has monitored progress against the strategic objectives set out in the plan at each meeting and a comprehensive review of the plan will be carried out annually. The PCC has set up through the Finance, Fabric, Mission & Social committees an ongoing review of all aspects of risk assessment, which cover the following aspects.

Financial Risks - The Finance committee maintains a constant overview reporting to the PCC ad hoc. The PCC believes that most aspects of financial risk are reviewed at regular meetings of the committee. They produce an annual budget, which is passed by the PCC, the budget is then monitored on a regular basis, and any major expenditure is investigated by the committee before approval by the whole PCC. It is the view of the PCC that financial risks are greatly minimised by the activity of the committee.

Reputation Risk - Over the last year any sensitive issues that have been discussed in confidence at PCC meetings always took into account the reputational concerns when making decisions. During the year the joint committees have reviewed how we avoid unwelcome publicity, which hinders the mission of the Church.

Statutory and Legal Requirements -The Parish has adopted the Diocesan Safeguarding Policy and to ensure that the policy is maintained a Safeguarding officer, has been appointed. Key workers are to be checked with the Disclosure and Barring Service (DBS). Other people working with children are to complete a confidential Declaration. The fabric & social committees ensure that activities carried out meet the necessary legal requirements. These committees will continue to review their activities and assess the risks so as to ensure that health and safety, employment law, and associated difficulties, which could lead to compensation claims, are minimised. Regarding Health & Safety, the Ecclesiastical Insurance model policy has been adopted. The PCC has complied with the duty under Section 5 of the Safeguarding and Clergy Discipline Measure to have regard to the House Of Bishops guidance on safeguarding children and vulnerable adults.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL REPORT FOR THE PERIOD 1 JANUARY 2020 TO 31 DECEMBER 2020

RISK ASSESSMENT (continued)

Operational Risk -Through the work of the Church Elders, Church Wardens & other church officers, systems are in place so that services can go ahead without Clergy, in cases of emergencies. The PCC will continue to carry out a full risk assessment on threats to the Church ability to deliver its objectives.

The PCC [as Charity Trustees] has established systems and procedures to mitigate those risks identified in the plan. The implementation of procedures

have minimised any potential impact on the charity. There has been nothing adverse reported.

DECLARATION

The Parochial Church Council declare that they have approved their annual report above

Signed on behalf of the Parochial Church Council

Signature

Date August 2021

Rev'd Mary Sokanovic
Priest in Charge

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES (MEMBERS
OF THE PAROCHIAL CHURCH COUNCIL)**

I report on the financial statements of the PCC for the year ended 31 December 2020 which are set out on pages 10 to 22.

Respective responsibilities of Trustees and the Examiner

The church's trustees are responsible for the preparation of the financial statements, they consider that an audit is not required for this year under 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 Commissioners (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 report

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 with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements
 - a. to keep accounting records in accordance with the Act; and
 - b. to prepare financial statements, which accord with the accounting records and comply with the accounting requirements of the Act and the Regulations have not been met;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed ***Charlotte Hodgson***

Date 30th July 2021

Charlotte Hodgson
C/o 4 Cutler Street
Ipswich
IP1 1UQ

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS
FROM 1 JANUARY 2020 TO 31 DECEMBER 2020
STATEMENT OF FINANCIAL ACTIVITIES**

		Unrestricted funds 2020	Restrict ed funds 2020	Total funds 2020	Total funds 2019
Incoming resources	Not es	£	£	£	£
Incoming resources from generated funds:					
- Voluntary income	3.1	42,881.3 0	-	1,922.53	44,803.83
					54,378.2 6
Activities for generating funds	3.2	6,614.73	-	-	6,614.73
					11,659.7 9
Investment Income	3.3	1,656. 74	-	-	1,714.51
				1,656.74	
Incoming resources from charitable activities	3.4	1,385.00	1,201.47	92,667.08	95,253.55
					26,181.5 2
Other incoming resources	3.5	5,382.60	361.70	-	5,744.30
					9,144.50
Total incoming resources		57,920.3 7	1,563.17	94,589.61	154,073.1 5
					103,078.58
Resources expended Costs of generating funds					
- Costs of generating voluntary income	4.1	-	-	-	-
					-
Charitable activities	4.2	46,210.7 1	2,418.55	18,913.66	67,542.92
					107,273.78
Other resources expended	4.3	1,009.00	-	-	1,009.00
					3,659.15
Total resources expended		47,219.7 1	2,418.55	18,913.66	68,551.92
					110,932.9 3

Net incoming resources before transfers		10,700.66	(855.38)	75,675.95	85,521.23	(7,854.35)
Gross transfers between funds	6	109.97	2,535.41	(2,645.38)	-	-
Net incoming resources before other recognised gains		10,810.63	1,680.03	73,030.57	85,521.23	(7,854.35)
Other recognised gains						
Gains and losses on investment assets		3,540.81	-	-	3,540.81	8,342.87
Net movement in funds		14,351.44	1,680.03	73,030.57	89,062.04	488.52
Total funds brought forward		26,457.09	14,411.17	81,439.21	122,307.47	121,818.95
Total funds carried forward		40,808.53	16,091.20	154,469.78	211,369.51	122,307.47

All incoming and expended resources derive from continuing activities.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

BALANCE SHEET AS AT 31 DECEMBER 2020

		Unrestricted funds 2020		Restrict ed funds 2020	Total this year 2020	Total last year 2019
	Not es	General £	Designat ed £	£	£	£
Fixed assets						
Tangible assets	8	175.00	-	-	175.00	1,225.00
Investments	9	54,847.56	-	-	54,847.56	51,161.09
Total fixed assets		55,022.56	-	-	55,022.56	52,286.09
Current assets						

Debtors	10	1,638. 36	-	49,443.4 0	51,081.7 6	2,754.7 0
Cash at bank and in hand		(13,938. 56)	16,243.45	105,199. 41	107,504. 30	70,980.2 8
Total current assets		(12,300. 20)	16,243 .45	154,642. 81	158,586. 06	73,734.9 8
Creditors: amounts falling due within one year	11	1,913. 83	152.25	173.03	2,239.11	3,713.60
Net current assets		(14,214.0 3)	16,091.20	154,469. 78	156,346. 95	70,021.3 8
Net assets		40,808. 53	16,091.20	154,469. 78	211,369. 51	122,307. 47

Funds of the PCC

Unrestricted funds

- Designated funds	12	-	16,091.20	-	16,091.2 0	14,411.1 7
- General funds		40,808.53	-	-	37,350.0 2	26,457.0 9
Restricted funds	13	-	-	154,469. 78	157,928. 29	81,439.2 1
Total funds		40,808.53	16,091.20	154,469. 78	211,369. 51	122,307. 47

Signed on behalf of the Parochial Church Council

Rev'd Mary Sokanovic _____
Priest in Charge

Date August 2021

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

1. Basis of preparation

1.1. Basis of accounting

These accounts 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 with the Regulations' "true and fair view" provisions, it is also the first year they have been prepared under FRS102 (2016) as the applicable accounting standard.

2. Accounting policies

2.1. Fund accounting

- Unrestricted funds are available for use at the discretion of the PCC in furtherance of the general objectives of the church. Unrestricted funds include revaluation reserves representing the restatement of investment assets at market values.
- Designated funds are unrestricted funds earmarked by the PCC for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

2.2. Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the PCC are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

2.3. Resources expended and irrecoverable VAT

Where incoming resources have related expenditure the incoming resources and related expenditure are reported gross in the SoFA. Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

2.4. Allocation of costs

Resources expended are allocated to the particular activity where the cost relates directly to that activity.

2.5. Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.6. Tax reclaims on donations and gifts

Incoming resources from tax reclaims are included in the SoFA at the same time as the gifts to which they relate.

2.7. Gifts in kind

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

2.8. Donated services and facilities

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

2.9. Volunteer help

The value of any voluntary help received is not included in the accounts.

2.10. Investment income

This is included in the accounts when receivable.

2.11. Investment gains and losses

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2.12. Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

2.13. Grants payable without performance conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

2.14. Tangible fixed assets for use by charity

These are capitalised if they can be used for more than one year, and cost at least £1,000. They are valued at cost or, if gifted, at the value to the charity on receipt. Depreciation is provided at rates calculated to

write off the cost of each asset over it's expected useful life, which in all cases is estimated at four years.

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

2. Accounting policies (continued)

2.15. Investments

Investments are valued at market value at the year end.

3. Analysis of incoming resources

3.1	Analysis	This Year £	Last Year £
Voluntary income	Planned giving	33,221.58	39,557.54
	Inland revenue refunds	7,285.36	7,934.20
	8.00am Cash collection	-	94.50
	9.30am Cash collections	2,141.79	1,800.09
	6.30pm Cash collections	196.67	539.94
	Other services Cash collections	253.57	1,633.28
	Wednesday – Ascension	65.52	392.50
	Contributions to church upkeep	387.81	468.20
	Sundry donations	1,251.53	1,958.01
		<u>44,803.83</u>	<u>54,378.26</u>
3.2	Analysis	This Year £	Last Year £
Activities for generating funds	Hire of Parish hall	2,276.16	3,396.35
	Hire of Ascension hall	4,338.57	8,263.44
		<u>6,614.73</u>	<u>11,659.79</u>
3.3	Analysis	This Year £	Last Year £
Investment Income	Dividends	1,391.14	1,350.66
	Interest	265.60	363.85
		<u>1,656.74</u>	<u>1,714.51</u>

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS**

NOTES TO THE ACCOUNTS

3.4	Analysis	This Year £	Last Year £
Incoming resources activities	Fund raising events	1,385.00	4,484.36
	Community Choir	-	4,117.42
	Church floodlighting	225.00	598.75
	Mission & Outreach	11,676.59	3,179.53
	Hall Maintenance	1,021.47	1,295.53
	Church Fabric	180.00	180.00
	Church Silver Replacement	234.00	-
	St Botolph's Bounty	325.00	-
	Parish Hall Renovation Income	12,000.00	-
	North Aisle	55,012.58	11,560.20
	Akenham	-	453.56
	Mum's & Tot's	63.91	22.17
	Brick Fund	4,903.00	-
	Suffolk Hardship Fund	8,227.00	-
	Tree Replacement	-	290.00
			0
		95,253.55	26,181.52

3.5	Analysis	This Year £	Last Year £
Other incoming resources	PCC fees	3,434.00	5,077.75
	Priest fees	474.00	1,039.00
	Organist fees	513.00	1,101.00
	Organ fund	20.00	60.00
	Choir fees	105.00	315.00
	Vergers fees	223.00	437.25
	CCLI & PA	341.70	457.00
	Travel fee for Clergy-Funeral	633	657.50
		.60	
		5,744.30	9,144.50

4. Analysis of resources expended

4.1	Analysis	This Year £	Last Year £
Costs of generating voluntary income	Other donations	-	-

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
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4.2	Analysis	This Year	Last Year
		£	£
Charitable activities	- Mileage claims: Rector	601.45	944.34
	- Other expenses: Rector	167.86	138.69
	Payments for organ services.	600.00	3,775.00
	Quota	25,124.77	52,355.89
	Church upkeep	834.92	1,988.30
	Printing, stationery and postage	1,340.89	1,835.60
	Telephone	1,337.40	1,253.77
	Photocopier Depreciation	1,050.00	1,050.00
	Charge		
	Church hall running costs-	590.77	1,044.72
	Electricity		
	- Gas	918.18	530.89
	- Water	250.71	148.15
	- Cleaning, repairs and renewals	1,729.53	2,676.55
	Ascension hall running costs-	690.73	912.05
	Electricity		
	- Gas	1,226.04	682.29
	- Water	290.87	312.89
	- Cleaning, repairs and renewals	1,388.94	1,416.64
	Parish church running costs	455.36	708.63
	-Electricity		
	- Gas	1,836.37	1,061.79
	- Water	62.23	46.24
	Insurance	4,192.36	4,178.72
	Social Events	1,341.33	2,435.80
	Bank charges	60.00	60.00
	Basic Life pop up shop	299.90	-
	Mission & Outreach	6,893.73	9,387.09
	Community Choir	1,021.00	1,748.10
	Suffolk Hardship	7,850.00	-
	Church floodlighting	180.00	180.00
	PCC discretionary fund	329.81	45.00
	Office Equipment and Services	387.61	-
	Hall Maintenance	770.90	955.07

WW1 Remembrance Project	185.00	-
Church Fabric	173.20	566.80
Botolph's Bounty	725.00	-
Tree Replacement	-	476.45
Sundry	1,784.03	180.00
Donations		
Akenham	201.57	-
Church Silver Replacement	-	12,727.80
Resources	95.00	329.14
Childrens' Ministry	-	148.95
CCLI & PA	555.46	572.43
North Aisle	-	200.00
	<u>67,542.92</u>	<u>107,273.78</u>

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

4.3	Analysis	This Year £	Last Year £
Other resources expended	Priest fees	420.00	1,040.00
	Organist fees	235.00	1,211.00
	Choir pay	131.00	254.00
	Vergers fees	223.00	437.25
	Rector's Travel fees	-	716.90
		<u>1,009.00</u>	<u>3,659.15</u>

5. Details of certain items of expenditure

5.1. PCC expenses	This Year £	Last Year £
Number of PCC members who were reimbursed expenses	4	10
Nature of the expenses		
- Printing, stationery and postage	320.95	390.63
- Hall Maintenance	55.90	14.07
- Church upkeep	281.82	95.48
- Mileage	601.45	944.34
- Other Ministry expenses	9.99	39.75
- Telephone	387.50	240.60
- Travel fees for Funerals	-	708.50
- Office Equipment	387.61	198.99
- Resources	-	288.52

- Basic Life Pop Up Shop	299.90	-
- Church Fabric	-	38.00
- Cleaning, repairs and renewals: Ascension Hall	6.98	8.00
- Mission & Outreach	162.53	139.78
- Payments for organist services	-	800.00
- PCC Discretionary Fund	239.81	-
- Verger Fees	-	437.25
Total amount paid	2,754.44	4,343.91

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

5.2. Fees for examination or audit of the accounts

Independent examiner's fees for reporting on the accounts

This Year	Last Year
£	£
-	-

6. Gross transfers between funds

£ 362.70 from Kneelers was transferred to Church Fabric.
£6,168.76 from Restoration to North Aisle.
£ 561.67 from Church Hall Kitchen Extension to Hall Maintenance.
£ 394.00 from Ascension Hearing Loop to Hall Maintenance.
£ 180.00 from Candle Stand at Parish Church to Hall Maintenance.
£ 893.10 from Church Hall Soundproofing to Hall Maintenance
£ 143.94 from Church Hall Staging to Hall Maintenance
£ 109.97 from Tree Replacement Fund to the General Fund.

7. Paid employees

7.1. Staff Costs

Gross wages, salaries and benefits in kind

This Year	Last Year
£	£
600.00	3,775.00
3,775.00	3,775.00

7.2. Average number of full-time

This Year	Last Year
------------------	------------------

equivalent employees in the year

	No.	No.
Other	1	1
	1	1

8. Tangible fixed assets***8.1 Cost or valuation***

	Fixtures, fittings and equipment £	Total £
Balance brought forward	4,200.00	4,200.00
Additions	-	-
Disposals	-	-
Balance carried forward	4,200.00	4,200.00

8.2 Accumulated depreciation and impairment provisions

	Fixtures, fittings and equipment £	Total £
Balance brought forward	2,975.00	2,975.00
Depreciation charge for the year	1,050.00	1,050.00
Disposals	-	-
Balance carried forward	4,025.00	4,025.00

**ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH
PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS****NOTES TO THE ACCOUNTS*****8.3 Net book value***

	Fixtures, fittings and equipment £	Total £
Brought forward	1,225.00	1,225.00
Carried forward	175.00	175.00

The churches, halls and fittings within them, though were acquired but not capitalised in previous years, have not been included at a valuation due to the impractical nature of this task.

9. Investment assets***Analysis of
investments***

Investments listed on a recognised stock exchange or held in common investment funds, open ended investment companies, unit trusts or other collective investment schemes

	Cost	2020 Market value at year end	Income from investm ent for the year	Cost	2019 Market value at year end	Income from investm ent for the year
	£	£	£	£	£	£
- DBF investment fund 1	793.00	5,284.76	145.66	793.00	4,799.67	137.10
- DBF investment fund 2	7,500.00	49,562.80	1,450.21	7,500.00	46,361.42	1,521.83
	8,293.00	54,847.56	1,595.87	8,293.00	51,161.09	1,658.93

The investments were valued at 31 December 2020 by the Diocesan Board of Finance.

10. Debtors and prepayments

Analysis of debtors

	Amounts falling due within one year	
	This year	Last year
	£	£
Trade debtors	1,567.74	2,139.71
Other debtors	-	-
Prepayments and accrued income	49,514.02	614.99
	51,081.76	2,754.70

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

11. Creditors and accruals

Analysis of creditors

	Amounts falling due within one year	
	This year	Last year
	£	£
Trade creditors	1,626.03	3,611.19
Accruals and deferred income	-	102.41
Loans and overdrafts	-	-
	1,626.03	3,713.60

12. Designated funds

12.1 Funds held

Fund Name	Type	Purpose and restrictions
Akenham	Designated	Maintenance of services at Akenham
Missions	Designated	Donations for Missions
Legacies	Designated	Designated legacies
Organ fund	Designated	Repair/renewal of organ
PCC Discretionary fund	Designated	PCC Discretionary fund
CCLI & PA renewals	Designated	To cover cost of CCLI licences
Office Equipment	Designated	Replacement of Office Equipment.
Hall Maintenance	Designated	Hall Maintenance
Church Fabric	Designated	Redecoration of church property.

12.2 Movement of funds

Fund Name	Fund balance b/fwd £	Incoming resources £	Outgoing resources £	Transfers £	Fund balance c/fwd £
Church Fabric	3,154.78	180.00	(173.20)	362.70	3,524.28
Akenham	-	-	(201.57)	-	(201.57)
Missions	865.45	-	-	-	865.45
Organ Fund	3,501.98	20.00	-	-	3,521.98
CCLI & PA Renewals	355.57	341.70	(555.46)	-	141.81
Legacies	5,862.52	-	-	-	5,862.52
Office Equipment	-	-	(387.61)	-	(387.61)
PCC Discretionary Fund	852.89	-	(329.81)	-	523.08
Hall Maintenance	(182.02)	1,021.47	(770.90)	2,172.71	2,241.26
	14,411.17	1,563.17	(2,418.55)	2,535.41	16,091.20

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH

PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

13. Endowment and restricted income funds

13.1 Funds held

Fund Name	Type	Purpose and restrictions
Church hall kitchen extension	Restricted	Church Hall Kitchen Extension
Kneelers	Restricted	Purchase new kneelers.
Candle Stand at Parish Church	Restricted	Fund for new Candle Stand
Akenham War Memorial	Restricted	Rebuilding of WW1 memorial
Community Choir	Restricted	Running of Children's Community Choir
Mum's & Tot's	Restricted	Running of Mum's & Tot's
Church Window Repair & Guard Fitting	Restricted	To repair damaged windows in Church and to fund the fitting of window guards
Mission & Outreach	Restricted	For Mission & Outreach Growth
Children's Ministry Fund	Restricted	Provision of Children's Ministry
Church floodlighting	Restricted	Grant for church floodlighting
Restoration fund	Restricted	Fund for restoration
Replacement Church Silver	Restricted	To replace stolen church silver
Whitton Parish Hall Renovation	Restricted	To renovate the Parish Hall
Basic Life Pop Up Shop	Restricted	Running of weekly pop up shop
Memorial Restoration Fund	Restricted	Repair of certain memorials
Church hall soundproofing	Restricted	Soundproofing in Parish Hall
Brick Fund	Restricted	Donations to buy bricks for North Aisle work.
Tree Replacement	Restricted	Fund for replacement of trees
Church Hall Staging	Restricted	Purchase of portable staging
North Aisle Project	Restricted	Work on North Aisle in the Church
Sundry Donations	Restricted	Restricted donations

Ascension Hearing Loop
WW1 Remembrance Project
Botolph's Bounty

Restricted
Restricted
Restricted

Fund for the provision of
To put on this project in Nov
2018.
This money was given to our
previous Incumbent to set up
a hardship fund to enable
small disbursements to be
made to those in urgent
need.

ST MARY'S & ST BOTOLPH'S CHURCH, WHITTON, IPSWICH PAROCHIAL CHURCH COUNCIL ANNUAL ACCOUNTS

NOTES TO THE ACCOUNTS

13.2 Movement of funds

Fund Name	Fund balanc es b/fwd £	Incomi ng resour ces £	Outgoi ng resour ces £	Transf ers £	Fund balance s c/fwd £
Botolph's Bounty	1,098.01	325.00	(725.00)	-	698.01
Church Hall Kitchen Extension	561.67	-	-	(561.67)	-
Akenham War Memorial	824.31	-	(185.00)	-	639.31
Candle Stand at Parish Church	180.00	-	-	(180.00)	-
Church Floodlighting	3,465.31	237.50	(180.00)	-	3,522.81
Suffolk Hardship Fund	-	8,227.00	(7,850.00)	-	377.00
Restoration Fund	6,168.76	-	-	(6,168.76)	-
Memorial Restoration Fund	1,533.41	-	-	-	1,533.41
Church Window Rep & Guards	2,895.45	-	-	-	2,895.45

Whitton Parish Hall	12,000.	12,000.	-	-	24,000.0
Renovation	00	00			0
North Aisle Project	14,943.	55,136.	-	6,168.7	76,248.6
	55	33		6	4
Community Choir	4,426.7	-	(1,021.0	-	3,405.70
	0		0)		
Mum's & Tot's	322.80	63.91	-	-	386.71
Tree Replacement	217.47	-	-	(109.97	107.50
				)	
Replacement Church Silver	14,718.	234.00	-	-	14,952.2
	20				0
Church Hall Staging	143.94	-	-	(143.94	-
				)	
Children's Ministry	276.42	-	-	-	276.42
Mission & Outreach	15,598.	11,701.	(6,893.7	-	20,406.3
	50	59	3)		6
Church Hall Soundproofing	893.10	-	-	(893.10	-
				)	
Sundry Donations	414.91	1,134.7	(1,759.0	-	(209.34)
		8	3)		
Brick Fund	-	5,529.5	-	-	5,529.50
		0			
Basic Life Pop Up Shop	-	-	(299.90)		(299.90)
Kneelers	362.70	-	-	(362.70	-
				)	
Ascension Hearing Loop	394.00	-	-	(394.00	-
				)	
	81,439.	94,589.	(18,913.	(2,645.	154,469.
	21	61	66)	38)	78