

**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

Contents	Pages
Reference and administrative information	1 - 2
Parochial Church Council Annual Report	
<i>Structure, governance and management</i>	3
<i>Aims and objectives</i>	4
<i>Achievements and performance</i>	5 - 6
<i>Financial review</i>	7
<i>Risk assessment</i>	7 - 8
<i>Declaration</i>	8
Independent examiner's report	9
Statement of financial activities	10
Balance sheet	11
Notes to the accounts	12 -22

**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)

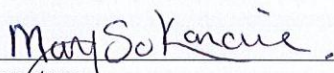
Operational Risk -Through the work of the Church Elders, Church Wardens & other church officers, systems are in place so that services can go ahead without Clergy, in cases of emergencies. The PCC will continue to carry out a full risk assessment on threats to the Church ability to deliver its objectives.

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.

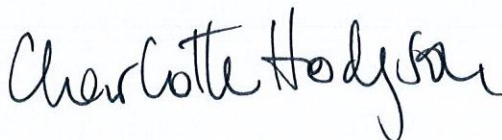
Basis of Independent Examiner's report

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

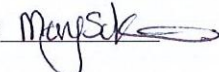
All incoming and expended resources derive from continuing activities.

**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 generating funds	Hire of Parish hall	5,289.13	4,806.56
	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