

**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

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 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