

ST THOMAS NORWICH

Charity Registration No. 1161746

**ST THOMAS NORWICH
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**



ST THOMAS NORWICH

Trustees

Revd T Eagles	
Revd D Z Lloyd	
Revd D Hendra	
Revd J Payne	
Revd D Rowlandson	
Revd B Chishanu	(appointed July 2022)
Revd T J Watts	(resigned April 2022)
Revd E Land	(resigned April 2022)
Revd P J Brombley	(resigned July 2022)
Mr N Henery	(appointed April 2022)
Mrs A Griffith	(appointed April 2022)
Dr M Holmes	(appointed April 2022)
Mrs C Johnson	
Mr T Huggins	
Ms K Mills	
Dr S Knapp	
Mrs L Hoffman (nee Jackson)	
Prof. J Glauert	(resigned December 2022)
Mr M St John	(resigned January 2022)
Mrs J Jones	(resigned April 2022)
Mrs S Watts	(resigned May 2022)
Mr D MacInnes	(resigned November 2022)

Charity Number

1161746

Independent examiner

Argents Accountants Limited
15 Palace Street
NORWICH
Norfolk
United Kingdom
NR3 1RT

ST THOMAS NORWICH

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ST THOMAS NORWICH

Trustees' Report

For the year ended 31 December 2022

The trustees present their report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The Mitre Benefice was created in November 2017, bringing together three Churches: St Thomas Heigham, Earlham Road), St Barnabas Heigham, Russell Street, and St Alban Lakenham, Grove Walk.

Although each Church was still required to have its own PCC and prepare its own accounts during the report year, an effective joint PCC was established to have oversight of, and accountability for, the organisations of the combined Benefice. Its aim and purpose is "Go and make disciples of all nations" Matthew 28:19.

It co-operates with the incumbent in promoting, in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The acronym STN has been adopted as a common tag for all the activities; it is interchangeable with "The Mitre Benefice". The terms are used across the Benefice to proclaim clearly that each and every person of whatever background coming in to contact with any of the three Churches for any reason will experience:

- A warm welcome;
- Christ-centred worship;
- Faithful and challenging Bible preaching and teaching; and
- People of all ages, encouraging each other to a life of Christian discipleship.

The PCC is committed to making the Christian faith accessible to as many people as possible by ensuring a variety of events, activities and worship services.

The PCC ensures that the Church fosters the prayer life of the community, teaches the Gospel and provides pastoral care to the community and to church members both within and outside the parish.

There has been no change in these during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

ACTIVITIES AND MINISTRY Significant activities

The rebuilding of the Mitre Benefice and its ministry has continued throughout 2022. While the memory and legacy of the Covid-19 Public Health Emergency continued throughout much of the year, energy levels and enthusiasm to see the church fully function began to return. Many who had not yet been back to church returned, and many others decided to join the church.

Despite the departures of several team members, Revd PJ Brombley (Curate), Ms B Petty (Love Your Neighbour) and Mr B Lawrence (Filmmaker) the staff team continued to go from strength to strength. The rebuilding work was further encouraged by the appointment of Mrs L Winn as the Benefice Administrator and PA to the Revd T Eagles, and Revd B Chishanu, Curate. Two new interns also joined the team in September, further boosting the output across the Benefice, and helping to fulfil part of the vision to see young leaders grow and flourish. Overall the Benefice finds itself in an increasingly healthy position, despite the economic situation and resulting fluidity in congregational giving.

ST THOMAS NORWICH

Trustees' Report

For the year ended 31 December 2022

Public benefit

The Trustees have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant. The ways in which we have worked for the public benefit are described in our Report.

Achievements and performance

This section highlights some of the 2022 events, activities and worship services. None of these would be possible without the dedicated and continuing service of a wide range of volunteers, and the PCC thanks everyone across the Benefice who contributed in any way.

STN's staff team of clergy, readers, employees and interns has been full of energy, commitment and innovation throughout the year, which has been made all the more difficult due to Covid-19 restrictions being in-place. The PCC thanks each member of the staff team for their hard work.

Pattern of Worship

The pattern of worship across the Benefice has largely remained the same as it was in 2022.

- Sunday services at St Thomas at 10am and 7pm, 6pm with effect from September 2022
- Sunday service at St Barnabas at 11am
- Sunday service at St Alban at 4pm

Mid-week communion services were also held at St Thomas and St Barnabas, although the service at St Barnabas ceased in the Summer.

Lifelong learning

Many of our group activities returned to meeting in-person during the year, although a few have remained on-line where appropriate. As we seek to follow Jesus, these groups continue to be the place where church community is strengthened and where encouragement and challenge occurs. A number of new groups starting in 2022 including MOLO (Mothers of Little Ones) and a Creative Writing Group.

Alpha

The Alpha course was run twice in 2022 and is a key way in which those unfamiliar with the Christian Faith can explore it in an informal environment. These courses have led to a number of individuals making personal commitments of faith and have also been the starting point for a number of new groups.

Safeguarding

Safeguarding is an issue we take very seriously and in support of this, we have worked to get our safeguarding procedures on-line. The process of onboarding volunteers includes: taking references; confidential declaration form; Diocesan On-line training and getting the volunteers agreement to our safeguarding policy and volunteer agreement. Our thanks to the members of the congregation who administer and oversee this important area of church life.

Next generation

The PCC supported a variety of regular events to welcome children, working with their parents to see the next generation love God and enjoy church. With 0-11 year olds meeting on Sundays at St Alban and St Thomas (there is basic provision at St Barnabas), we ran a theme on Knowing God. We desperately want our children not just to know the stories of God but have their lives radically transformed by knowing him personally. In October we held a Light Party, where 250 people attended from the local area, both Christian and non-Christian families.

There are now over 45 amazing church volunteers across the three sites who are committed to ensuring the children and youth grow in faith, with more volunteers continuing to join.

ST THOMAS NORWICH

Trustees' Report

For the year ended 31 December 2022

Students

We have continued to see a move of God through students and young adults. They are growing in hunger and faith with many committed to serving the church in other areas. The launch of the new 6pm Sunday service has been a great success, growing numerically and with many attending deepening their faith. The student weekend away was a powerful and pivotal weekend for the student community. They established a new confidence in their identity as children of God, and there was much deep emotional healing, powerful encounters with the Spirit and some physical healings.

Students continue to meet corporately at the Mitre on alternate Thursday, and excitingly, they have launched their own small groups, Table Groups. These are hosted in their own homes and already we have seen: gifts of leadership developed; a deepening of community and relationships; and a deeper hunger for God. We have many stories of our leaders inviting friends and of new people wanting to hear about Christ.

Sports Ministry

The Sports Factory this year has continued its regular engagements in schools with a focus on promoting our new resource Active RE. Due to the reduced size of the team we have not been able to continue our work at Wensum Junior school but we maintain a positive relationship with the school and kept the door open for future involvement. We are looking forward to a new season of evangelism as we prepare an Alpha style course for families that we aim to run in the summer term at the Mitre. The Monday Night Football continued to go from strength to strength, and with increased numbers and demand we are looking for new ways to expand the group.

Hospitality

We resumed Sunday Café, post pandemic, serving drinks at both morning and evening services, encouraging everyone to bring their own reusable cup to lessen our carbon footprint and reduce expenditure. The Café is staffed by loyal volunteers each week, offering everyone refreshment with a smile. We gathered for church lunches in May and October 2022, and in January 2023. All the lunches were very well attended, served by our wonderful volunteers, and enabled people to meet new friends and deepen relationships within the church family.

Communications / Media / Creativity / IT

During 2022 we continued to hone our methods of communication, seeking to be authentic and minimalist in our approach. Specific focus was given to instilling a consistent culture through our imagery, video and tone of voice and this has seen strong engagement via our Instagram channel, particularly video format posts (reels).

Our Alpha promo film was recognised for its quality by Alpha International. They have gone on to re-share our film to the main Alpha international Instagram account with 25k followers.

We continue to send a weekly email to over 600 subscribed members and have sought to keep the website up to date and in-step with what we communicate via the email.

Film continues to be a key communication medium for us, however, the loss of a key staff member has meant that we have not been able to develop this as we would like. Despite this, we continue to run a simple livestream of the 10am gathering at St Thomas. As with many areas of church life, we would like to grow the communications and media team and its output, recognising the power of film as a communication tool.

Work on the rebranding continues and should conclude in 2023 which will enable us to develop a new website, logo and brand guidelines with a clear statement on vision.

Two drama productions were put on in the benefice during the year. The first, Noah, written and produced in-house, in March and the second Edenbridge in December. Both events were well supported and many members of the congregations were involved both on stage and off-stage.

ST THOMAS NORWICH

Trustees' Report

For the year ended 31 December 2022

Our buildings

Quinquennial inspections (the Church of England's five-yearly property inspection) took place at all three church buildings in 2018. Whilst no significant work was undertaken during the year at St Thomas, Earlham Road, a programme of regular repair and maintenance was undertaken. At St Alban, Grove Walk, alongside the ongoing programme of regular repair and maintenance, significant repairs were undertaken to the church roof and guttering, at a cost of £9.9k.

Local reports

St Barnabas

St Barnabas continues to serve and minister to its local area.

The 11am Eucharist remains the main act of worship on a Sunday, attracting a small but faithful and prayerful congregation. From September 2022, the service on the 1st Sunday of each month became a service of the word, recognising a need to offer something different to the local community and creating the space for a greater number of lay members of the church to exercise their gifts. The Thursday morning communion service was stopped at the end of July due to a reduction in clergy capacity with the departure of the Revd PJ Brombley, and its attendees were encouraged to attend the Wednesday morning communion at St Thomas. This now serves as the sole midweek communion for the Benefice, attracting individuals from each of the three Benefice churches.

Midweek activities at St Barnabas include Cafe Shine and Noah's Boat, and both continue to thrive.

St Alban

The 4pm Sunday service has continued to develop over the last year recovering from the pandemic issues. We have enjoyed continued growth in both numbers and commitment and there are regularly 65 to 70 adults and 25 to 30 children attending. We have been blessed by a number of speakers who are seeking to develop their calling as preachers and teachers. The youth group have been involved and not only running the occasional service but also providing refreshments.

The cafe has continued to serve the community wonderful coffee as well as being a powerful mission to many local groups and individuals. Mrs C Gibby has taken on the management of the coffee shop and her band of volunteers have created a welcoming environment enjoyed by a wide variety of young and old, church and unchurched individuals.

As well as the regular Sunday services there have been many events held to welcome the community. Popular events such as jazz on a Saturday morning, Pilates, Zumba and the local dance group using the church for shows all go on in the amazing space that is Saint Albans. The fabric of the building continues to be an issue especially the complex heating system. We thank Mr C Hymers for his hard work in maintaining the fabric and overseeing the work of external contractors.

St Thomas

The largest of our buildings continued to host services on a Sunday and a mid-week communion services.

Garden Church

In 2019/20 STN developed a trans-local largely lay led network of missional communities/house churches in partnership with the Diocesan Church Planting and Revitalisation Programme in order to pilot low cost pathways to making disciples through the mixed ecology of church. The Garden has grown to 17 communities and 230 people with monthly pop up gatherings and weekly communities. There were four adult baptisms and one child baptism this year. The Garden has sought to encourage local lay-led mission alongside the inherited church and to provide another pathway to reach the de-churched and unchurched. In doing so it has also sought, where possible, to be a resource to the local church.

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Trustees' Report

For the year ended 31 December 2022

The Mitre

Following the challenges of the pandemic and since re-opening its doors in 2021, The Mitre has continued to rebuild. Nevertheless, a healthy start to the year was halted in the Spring, when three of the 5 members of staff, including the manager, made the decision to leave their employment. While their departure resulted in the immediate cessation of trading, it also created an opportunity for the relationship between St Thomas and STN Trading to become closer. Under the leadership of the existing Board of Directors, a new business model combining core paid members of staff alongside volunteers from within the church family began.

The Mitre initially reopened for business Wednesday-Saturday (9-3), and several months later the opening hours were extended to Tuesday-Saturday (9-4). Trading continues to improve, and there is a hope to reopen on a Monday in the late Spring of 2023. The closer working relationship with a new board of directors and St Thomas, means that the space is enjoyed by the church as well as local customers during the core trading hours. The beer and carols event in Dec 2022 is one such example of how the space was used more effectively by St Thomas, while such 'pop-up' events also helped to boost the turnover of The Mitre.

Volunteers were essential to our operations. Thank you to each of them.

Cafe Shine

The vision of the cafe is to show God's love to women, through communicating their intrinsic value and worth. The sessions, involving: crafts; hand massage; nail painting; and a thought for the day, have run fortnightly during term time. Before June 2022, the session were held at St Barnabas, but post June, one of the fortnight sessions has been held at St Thomas'.

The Halls (ER, GW and RS)

These were let to organisations including Guides and Brownies. Commercial hirers provided dance, ballet, music and Pilates. Usage is now getting back to something like normal pre-Covid levels.

Each of the Halls is used for church children's work on Sundays.

No major work was done on any of the Halls.

STN Trust

The Trust continued its support of the Benefice, providing funding for a staff post and supporting the intern programme. The Trust publishes its own annual report.

Partner Organisations

While the departure of a key member of staff curtailed the social action ministry under the banner of Love Your Neighbour, the Benefice continued to connect with and to support the local community in a variety of different ways. The Benefice continued to be connected with Street Child, Hope Into Action, Community Chaplaincy Norwich, and English+ and Ormiston Families. The Benefice-wide Christmas social action campaign focused around supporting both English+ and Ormiston Families. The Benefice seeks to further develop its links with existing partners, while also reaching out to other charities with a view to partnering in the future.

Financial review and financial position

Church membership did not change substantially during the year. Giving was down £39k (10%) and whilst expenditure was contained, overall a deficit of £4.7k was achieved.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to at least two month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

ST THOMAS NORWICH

Trustees' Report

For the year ended 31 December 2022

Structure, governance and management

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Organisational structure

STN is the overall St Thomas Church. This is registered charity 1161746.

Although a joint PCC began operating across the benefice in 2017, only the PCC members elected by the St Thomas Parish, the incumbents and the St Thomas wardens are the Trustees of this charity.

St Barnabas' PCC focused on the issues facing that church, whilst also being part of the STN PCC. St Barnabas's PCC publishes its own report.

There continued to be no electoral roll or PCC for St Albans, with the STN wardens, vicars and STN PCC Secretary acting as a governance body for St Albans.

As no permanent Treasurer has been appointed, the role continues to be covered on an interim basis. We are grateful for the commitment of these volunteers past and present in this challenging time of transition for the Church. The Church in this period also began to think of itself more as a network of churches or a 'family' of churches that is diverse and unified, gathered and scattered.

STN Church is the body that delivers all worship, evangelism and mission work.

The Sports Factory is an operation of STN with a sporting focus. It is a cost centre within STN, and it is a responsibility of the Sports Factory team to seek their funding through grant aid and by selling services to schools. The activities are led by Mr T Henery.

STN Trading Ltd (STNT) is a registered company, number 09928322, with STN being the sole shareholder. STNT exists to develop Christian community through hospitality and owns and operates The Mitre.

STN Trust is a charity, (registered charity 1100236), focused on community and social action. It has its own Trustees, which include Mr Neil Henery, and three other members of STN Church. The trust funded outward looking missional initiatives at St Thomas.

PCC Membership

Members of the PCC are either ex-officio or elected at the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

The PCC met six times during 2022, with an average attendance of 17 persons.

The Standing Committee was made up of Revs. Tom Eagles, Dave Hendra, Julia Jones (resigned May 2022) David Wormald, Neil Henery (appointed May 2022) and Kim Mills (appointed Apr 2022) (Wardens), Caroline Johnson (Secretary), Mark Jones (Treasurer - interim)

ST THOMAS NORWICH
Trustees' Report
For the year ended 31 December 2022

During the year the following served as members of the PCC

Ex Officio Members

The Revd Tom Eagles, Vicar
The Revd Dave Lloyd, Associate Priest
The Revd Joanna Payne, Associate Priest
The Revd Dave Hendra, Priest in charge (St Alban)
The Revd PJ Brombley, Curate (resigned July 2022)
The Revd Tim Watts, Curate (resigned May 2022)
The Revd Blessing Chishanu (effective July 2022)
The Revd Di Rowlandson, Associate Priest
The Revd Ed Land, Associate Priest (resigned Apr 2022)
Diana Timms, Licensed Lay Minister
Mark Jones (Treasurer - interim)

Church Wardens

Julia Jones resigned 2022 APCM
Kim Mills - appointed 2022 APCM
Neil Henery - appointed 2022 APCM

Elected Members

Terry Huggins
Caroline Johnson
Selina Watts (resigned May 2022)
Louise Hoffman (nee Jackson)
Duncan MacInnes (resigned November 2022)
Alex Griffith (elected Apr 2022)
Mark Holmes (elected Apr 2022)

Deanery Synod Representatives

Johnny Glauert (resigned December 2022)
Sarah Knapp
Matti St John (resigned January 2022)

Members from St Alban's

Churchwarden: David Wormald
Elected members: , Adrian Munn, Thomas Harrison, Hilary Harrison, Tom Fosten (all elected May 2022), Bonnie Wilson (resigned December 2022)

Members from St Barnabas

Churchwarden: Terry Burkill
Elected members: Paul Elsey; Norma Broadest; Carol Marshall-Nichols; Neil Sallows (effective May 2021)

Clergy changes

Having reached the end of his curacy, Revd PJ Brombley departed The Mitre Benefice in the summer of 2022. Revd Brombley served across the three churches of The Mitre Benefice, but most notably at St Barnabas Church and pastoring the student and young professional members of St Thomas. He left to take on the role of Associate Vicar at Basingstoke Church, a church revitalisation project connected to the HTB Network. While he left a significant hole, we were delighted to welcome Revd Blessing Chishanu to the team in September. Having undertaken the first year of his curacy at another church, it is anticipated that Rev Chishanu will serve the remaining two years at The Mitre.

ST THOMAS NORWICH
Trustees' Report
For the year ended 31 December 2022

Electoral Roll

Only those listed on the electoral roll may vote in the elections to the PCC.

Under the Church Representation Rules, a new Electoral Roll has to be completed every 6 years, the last one being completed in 2019. At St Barnabas, Russell Street, the roll comprises a total of 23 members. At St Thomas, Earlham Road, the roll comprises a total of 197 members and St Alban 11 members.

Standing Committee

Revds Eagles, Hendra, Julia Jones (resigned May 2022), Kim Mills (appointed May 2022), Neil Henery (appointed May 2022) David Wormald (Church Wardens)

Caroline Johnson (PCC Secretary)
Mark Jones (Treasurer - interim)

The trustees' report was approved by the Board of Trustees.

Revd T Eagles

Trustee

Dated: 20 April 2023

ST THOMAS NORWICH

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ST THOMAS NORWICH

I report to the trustees on my examination of the financial statements of St Thomas Norwich (the charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



Mark Johnstone FCA
Argents Accountants Limited
15 Palace Street
NORWICH
Norfolk
NR3 1RT
United Kingdom

Dated: 4 May 2023

ST THOMAS NORWICH
STATEMENT OF ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT
For the year ended 31 December 2022

		Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
		2022	2022	2022	2021	2021	2021
Notes		£	£	£	£	£	£
Income and endowments from:							
Donations and legacies	3	314,602	32,563	347,165	311,961	74,415	386,376
Charitable activities	4	4,800	-	4,800	6,145	-	6,145
Other trading activities	5	36,671	-	36,671	27,549	-	27,549
Investments	6	24	-	24	2	-	2
Other income	7	68	-	68	38	-	38
		356,165	32,563	388,728	345,695	74,415	420,110
Total income							
<u>Expenditure on:</u>							
Charitable activities	8	352,138	41,298	393,436	335,249	71,356	406,605
		4,027	(8,735)	(4,708)	10,446	3,059	13,505
Net incoming / (outgoing) resources before transfers							
Gross transfers between funds	18	3,690	(3,690)	-	-	-	-
		7,717	(12,425)	(4,708)	10,446	3,059	13,505
Net income/ (expenditure) for the year / Net movement in funds							
Fund balances at 1 January		735,387	16,882	752,269	724,941	13,823	738,764
Fund balances at 31 December		743,104	4,457	747,561	735,387	16,882	752,269

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

ST THOMAS NORWICH
Balance Sheet
As at 31 December 2022

		2022	2021
	Notes	£	£
Fixed Assets			
Tangible assets	13	39,978	53,458
Investments	14	1	1
		<u>39,979</u>	<u>53,459</u>
Current Assets			
Debtors falling due after one year	15	611,000	611,000
Debtors falling due within one year	15	45,707	12,248
Cash at bank and in hand		75,435	105,989
		<u>732,142</u>	<u>729,237</u>
Creditors: amounts falling due within one year	17	(24,560)	(30,427)
Net Current Assets		<u>707,582</u>	<u>698,810</u>
Total assets less current liabilities		<u>747,561</u>	<u>752,269</u>
Income Funds			
Restricted Funds	18	4,457	16,882
Unrestricted Funds			
Designated Funds	19	7,874	7,874
General Unrestricted Funds		735,230	727,513
		<u>743,104</u>	<u>735,387</u>
		<u>747,561</u>	<u>752,269</u>

The financial statements were approved by the Trustees on 20 April 2023

Revd T Eagles

Trustee

ST THOMAS NORWICH

Notes to the Financial Statements

For the year ended 31 December 2022

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

Explanation of some of the funds are included within the trustees report, some of them do not require further explanation, the details of the others are listed below:

- Organ & classical music fund: St Thomas has a church organ which has been appreciated by many in past decades, who raised funds for its maintenance, repair and performance.
- Choral director/Music scholar fund: During early 2018 a Part Time choral & classical music person was employed. They were funded partly through specific grants which gave rise to this fund.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	25% on reducing balance
Fixtures and fittings	25% on reducing balance
Computers	33% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

De-recognition of financial liabilities

Financial liabilities are de-recognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

ST THOMAS NORWICH
Notes to the Financial Statements
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3 Donations and Legacies

	Unrestricted Funds General	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Donations and gifts	266,551	20,063	286,614	248,227	57,998	306,225
Grants Received	-	12,500	12,500	12,455	16,417	28,872
Gift Aid Claimed	48,051	-	48,051	51,279	-	51,279
	<u>314,602</u>	<u>32,563</u>	<u>347,165</u>	<u>311,961</u>	<u>74,415</u>	<u>386,376</u>

Grants Received

Job Retention Scheme	-	-	-	12,455	-	12,455
The Willats Trust	-	12,500	12,500	-	16,417	16,417
	<u>-</u>	<u>12,500</u>	<u>12,500</u>	<u>12,455</u>	<u>16,417</u>	<u>28,872</u>

4 Charitable Activities

	Church Activities	Church Activities
	2022	2021
	£	£
Fees & similar income	<u>4,800</u>	<u>6,145</u>

5 Other trading activities

	Unrestricted Funds general	Unrestricted Funds general
	2022	2021
	£	£
Fundraising events	30,510	22,606
Church cafe	-	-
Hall income	2,552	1,543
Other trading income	3,609	3,400
Other trading activities	<u>36,671</u>	<u>27,549</u>

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

6 Investments

	Unrestricted Funds General 2022 £	Unrestricted Funds General 2021 £
Interest receivable	24	2

7 Other income

	Unrestricted Funds General 2022 £	Unrestricted Funds General 2021 £
Other Income	68	38

8 Charitable activities

	Church Activities 2021 £	Church Activities 2021 £
Staff costs	160,360	182,748
Parish share	98,592	97,670
Service costs	151	94
Fees	4,422	4,666
Clergy Expenses	3,358	4,798
Outreach and projects	54,000	39,590
Promotions	1,281	-
Legal and professional fees	431	320
Bank charges	914	1,192
	323,509	331,078
Grant funding of activities (see note 9)	6,188	11,418
Share of support costs (see note 10)	60,721	60,299
Share of governance costs (see note 10)	3,018	3,810
	393,436	406,605
Analysis by fund		
Unrestricted funds - general	352,138	335,249
Restricted funds	41,298	71,356
	393,436	406,605

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

	Church Activities	Church Activities
	2022	2021
	£	£
9 Grants payable		
Grants payable	6,188	11,418

10 Support costs

	Support costs	Governance costs	Total	Support costs	Governance costs	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Depreciation	13,480	-	13,480	17,920	-	17,920
Rent contribution	10,000	-	10,000	10,000	-	10,000
Rates and water	1,377	-	1,377	3,181	-	3,181
Insurance	3,878	-	3,878	3,749	-	3,749
Light and heat	11,905	-	11,905	7,262	-	7,262
Church and hall maintenance	11,795	-	11,795	12,932	-	12,932
Office and admin	453	-	453	438	-	438
St Albans re- development costs	-	-	-	-	-	-
IT and software	4,560	-	4,560	2,120	-	2,120
IT and audio	3,273	-	3,273	2,697	-	2,697
Accountancy	-	3,018	3,018	-	3,810	3,810
	60,721	3,018	63,739	60,299	3,810	64,109
Analysed between charitable activities	60,721	3,018	63,739	60,299	3,810	64,109

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

11 Trustees

One of the trustees (or any persons connected with them) received remuneration from the charity during the year. As an employee of the charity Revd J Payne (trustee) received remuneration for her role within the church of £12,000 with associated pension contributions of £360.

No further remuneration, other benefits or expenses, apart from the reimbursement of expenses wholly and necessarily incurred in support of the aims of the charity, were paid to trustees (or any persons connected with them) during the year.

12 Employees

	Number 2022 No	Number 2021 No
Employees	13	19
	2022 £	2021 £
Employment costs		
Wages and salaries	160,360	182,748

There were no employees whose annual remuneration was £60,000 or more.

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

13 Tangible Fixed Assets

	Plant & Equipment	Fixtures and fittings	Computers	Total
	£	£	£	£
Cost				
At 1 January 2022	68,411	110,855	460	179,726
Additions	-	-	-	-
Disposals	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2022	68,411	110,855	460	179,726
	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation and impairment				
At 1 January 2022	46,393	79,569	306	126,268
Depreciation	5,505	7,821	154	13,480
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2022	51,898	87,390	460	139,748
	<hr/>	<hr/>	<hr/>	<hr/>
Carrying amount				
At 31 December 2022	16,513	23,465	-	39,978
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 2021	22,018	31,286	154	53,458
	<hr/>	<hr/>	<hr/>	<hr/>

14 Fixed asset investments

	Other investments
	£
Cost or valuation	
At 1 January 2022 and 31 December 2022	1
	<hr/>
Carrying amount	
At 31 December 2022	1
	<hr/>
At 31 December 2021	1
	<hr/>

This investment represents the cost of 100% of the share capital of STN Trading Ltd. See note 21 for further information

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

15 Debtors

	2022	2021
	£	£
Trade debtors	3,395	6,604
Prepayments	441	-
Other debtors	41,871	5,644
	<u>45,707</u>	<u>12,248</u>

Amounts falling due more than one year

STN Trading Ltd	<u>611,000</u>	<u>611,000</u>
Total debtors	<u>656,707</u>	<u>623,248</u>

16 Loans and overdrafts

	2022	2021
	£	£
Loans from STN Trust	<u>6,875</u>	<u>6,777</u>
Payable within one year	<u>6,875</u>	<u>6,777</u>

17 Creditors: amounts falling due within one year

	2022	2021
	£	£
Borrowings	6,875	6,777
Other taxation and social security	3,938	4,987
Trade creditors	2,266	671
Other creditors	-	4,868
Accruals and deferred income	11,481	13,124
	<u>24,560</u>	<u>30,427</u>

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

18 Restricted funds

	Balance at 1 January	Incoming Resources	Resources Expended	Transfers	Balance at 31 December
	2022	2022	2022	2022	2022
	£	£	£	£	£
Missional Community House	4,196	3,562	(4,068)	(3,690)	-
Children and Youth	-	12,500	(12,500)	-	-
LYN	12,350	3,733	(11,626)	-	4,457
Diocesan Interns	336	12,768	(13,104)	-	-
	<u>16,882</u>	<u>32,563</u>	<u>(41,298)</u>	<u>(3,690)</u>	<u>4,457</u>

Restricted funds for the preceding year

	Balance at 1 January	Incoming Resources	Resources Expended	Transfers	Balance at 31 December
	2021	2021	2021	2021	2021
	£	£	£	£	£
Sports Ministry	-	6,000	(6,000)	-	-
Missional Community House	2,554	10,456	(8,814)	-	4,196
Children and Youth	6,839	15,342	(22,181)	-	-
LYN	4,430	31,193	(23,273)	-	12,350
Diocesan Interns	-	11,424	(11,088)	-	336
	<u>13,823</u>	<u>74,415</u>	<u>(71,356)</u>	<u>-</u>	<u>16,882</u>

19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes

	Organ and classical music fund £
Balance at 1 January 2022	<u>7,874</u>
Balance at 31 December 2022	<u>7,874</u>

There was no movement in this fund during the preceding year

ST THOMAS NORWICH
Notes to the Financial Statements
For the year ended 31 December 2022

20 Analysis of net assets between funds

Funds balances at 31 December are represented by

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Tangible assets	39,978	-	39,978	53,458	-	53,458
Investments	1	-	1	1	-	1
Current assets / (liabilities)	703,125	4,457	707,582	681,928	16,882	698,810
	<u>743,104</u>	<u>4,457</u>	<u>747,561</u>	<u>735,387</u>	<u>16,882</u>	<u>752,269</u>

21 Related party transactions

Transactions with related parties

During the year the charity entered into the following transactions with related parties:

Trustees donated amounts to the charity in 2022.

St Thomas Norwich Trust Limited, charity 1100236, loaned £7,000 to St Thomas Norwich in 2020. During 2022 interest was charged in the sum of £98, increasing the outstanding balance at the year end to £6,875. No repayments were made during the year and the loan remains repayable on demand.

In addition during 2022 St Thomas Norwich Trust Limited made grants of £2,000 in support of the work of the interns.

St Thomas Norwich and STN Trust Limited have the following trustees in common; Revd. Watts (until his resignation from St Thomas Norwich in May 2022); and Mr N Henery (following his appointment as Church Warden May 2022).

St Thomas is a church within the Mitre Benefice. The other churches are St Alban and St Barnabas.

The Trustees of St Thomas Norwich are responsible for St Alban, a church planted from St Thomas and some of the charity's assets are located at St Alban. Giving to both churches comes to St Thomas. The accounts of St Thomas cover many of the costs of St Alban including the salary of a missionary and church cleaning, and the Parish Share for both churches. Separate accounts for St Alban are maintained and the income from the church hall in Grove Walk is used to cover utility bills and some service costs. However, as the income was not sufficient to cover costs, St Thomas made a grant of £6,000 during the financial year and also covered other costs leaving a balance owing from St Alban of £14,422 at the year end. It is planned that this balance will be cleared during 2023.

St Thomas Norwich wholly owns a trading subsidiary called STN Trading Ltd company number 09928322. STN Trading Ltd also owns and is responsible for the development of The Mitre. The surplus of STN Trading Ltd is covenanted to STN Trust Limited. During the year, St Thomas paid £9,996 to STN Trading relating to the rent of office space in The Mitre and paid staff costs amounting to £42,788, the staff having joint employment contracts with St Thomas and STN Trading. At the year end, STN Trading Ltd owed St Thomas Norwich £633,362 (2020 - £611,000). There are no repayment terms and no interest is charged on £611,000 and the balance, £23,362, is repayable within one year. There is no charge registered against The Mitre.