

**ST THOMAS NORWICH**

**Charity Registration No. 1161746**

**ST THOMAS NORWICH  
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**



# ST THOMAS NORWICH

## Trustees

Revd T Eagles	
Revd D Z Lloyd	
Revd J Payne	
Revd D Hendra	(resigned Oct 2023)
Revd D Rowlandson	(resigned May 2023)
Revd B Chishanu	
Mr N Henery	
Mrs A Griffith	
Mrs C Johnson	
Mr T Huggins	
Ms K Mills	
Mr D Wormald	
Dr S Knapp	
Mrs L Hoffmann	
Dr M Holmes	(appointed May 2023)
Mr T Neads	(appointed May 2023)
Mr N Jarvis	(appointed May 2023)
Mrs H Harrison	(appointed May 2023)
Mr T Harrison	(appointed May 2023)
Mr G Williams	(appointed May 2023)
Mr R Wilson	(appointed May 2023)

## 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 2023**

The trustees present their report and financial statements for the year ended 31 December 2023.

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, Earlam 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 past twelve months have seen a huge amount of activity taking place across the Mitre Benefice. We have seen a growing number of people attend our Sunday services, particularly young families, students and professionals. While exciting to see, this numerical growth has brought with it the need to continue to review and adjust our governance and pastoral care structures. Part of this work has involved emphasising the 'one church, three locations' vision of the Benefice, which practically seeks to bring us closer together as a family of three churches; we are better and stronger when we each support, encourage and resource one another. In support of this cross-Benefice work, the staff team continues to thrive in supporting the local ministry of each of our three churches, and the reboot of 'The Path' - our internship programme - has given the church a much-valued injection of energy, creativity and capacity. While the departure of Rev Dave Hendra in October 2023 has resulted in a loss of pastoral capacity, at St Alban in particular, the process for appointing his replacement is already underway. Ongoing projects that will also deliver in the new year include the reworking of the communications strategy for the Benefice, our visual identity and website rebuild, and appointing a

# **ST THOMAS NORWICH**

## **Trustees' Report**

### **For the year ended 31 December 2023**

new worship pastor. Overall, the Benefice finds itself in an increasingly healthy position, despite the economic challenges; there is a great deal to look back on and to celebrate.

#### **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 2023 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.

The Benefice's staff team of clergy, readers, employees and interns has been full of energy, commitment and innovation throughout the year. 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 6pm
- Sunday service at St Barnabas at 11am (every 1 and 3 Sunday with effect September 2023)
- Sunday service at St Alban at 4pm

Mid-week communion services were also held at St Thomas.

#### **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.

#### **Alpha**

The Alpha course is a key way in which those unfamiliar with the Christian faith can explore it in an informal environment. We ran three courses in 2023: two evening courses in the Spring and Autumn and a daytime course in the Summer. The sessions start with a hot meal together and then a video or live talk on a specific topic. The evening ends with time for discussion and opportunity to ask questions in table groups. We have had over 50 people engage with an Alpha course in 2023 and are still in contact with most of them. 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 to agree to our safeguarding policy and volunteer agreement. Our thanks go to the members of the congregation, especially Tim Stone who took over as Safeguarding Officer during 2023, who administer and oversee this important area of church life.

#### **Rising Generations**

##### **Kids**

The PCC supported a variety of regular events to welcome children, working with their parents to see the next generation love God and filled with faith. Around 60 children aged 0-11 years regularly meet on Sundays at St Alban and St Thomas. We desperately want our children not just to know the stories of God but have their lives radically transformed by knowing him personally. We are particularly excited about the passion within the team to see young people pray and commune with God. In October we held two Light Parties, where we welcomed over 400 people, many not regular church attendees, through the doors of both St Alban and St Thomas.

# **ST THOMAS NORWICH**

## **Trustees' Report**

### **For the year ended 31 December 2023**

#### **Youth**

Youth continue to meet on a Friday night and a Sunday at the 10am and 4pm services. They continue to grow in community and depth of faith and have an incredible weekend away planned. We are really excited to see how some of the youth have started a Christian union in their secondary school and seeing friends come to faith in Jesus.

We want to personally say a massive thank you to the amazing church volunteers across the three sites who are committed to ensuring the children and youth grow in faith.

#### **Students and Young Adults**

We have continued to see a move of God through students and young adults. Many are committed to serving the church in all areas and this year has marked an increased maturity in their faith and growing hunger for God. We meet on Sundays and continue to meet corporately on Thursdays, alternate weeks corporately at the Mitre and then in their homes for their Table groups. Table groups are hosted in their own homes by the young adult leaders and already we have seen gifts of leadership developed; a deepening of community and relationships and the Spirit continues to move and minister to them. Our weekend away in January was an incredible time of deepened relationships and we felt a sense of learning what it means to dwell with God and abide in him. With a growing heart for evangelism among the young people we are excited to see more young adults brought to faith this year and more lives transformed!

#### **The 6pm Service**

In September 2022, the PCC supported the relaunch of the 7pm service as the 6pm service, with a vision to support a growing worshipping community that overflows and blesses the body. We are excited to see this now happening and see fruitfulness for the body, and we look forward to seeing how God continues to work in the community in 2024.

#### **Sports Ministry**

The Sports Factory is an evangelistic tool of the church with the aim to reach our local community through sports and to share the Good News of the Gospel. This year we have seen a lot of growth, specifically in our adult fitness and social sports ministry. We have a number of new sessions across our church sites with the opportunity to share. We continue to engage our parish schools on a weekly basis and are looking forward to the opportunities to invite families to join us for our Legacy Holiday Clubs at Easter and in the Summer.

#### **Hospitality**

We continue with our Sunday Café's serving drinks at morning, afternoon and evening services, encouraging everyone to bring their own reusable cup to lessen our carbon footprint and reduce expenditure. The Café are staffed by loyal volunteers each week, offering everyone refreshment with a smile.

#### **Communications / Media / Creativity / IT**

During 2023 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. We are exploring new ways of utilising both Instagram Broadcast Channels and investigating how we can better integrate with WhatsApp to extend our ability to communicate with church family but doing so in a way that ensures proper safeguarding and data protection. Our new Media interns have quickly become core members of the team, contributing to our creative work.

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 with the return of the video news each Sunday thanks to the extra capacity gained through the interns. We continue to run a simple livestream of the 10am gathering at St Thomas which is highly valued by the regular viewers.

## **ST THOMAS NORWICH**

### **Trustees' Report**

### **For the year ended 31 December 2023**

IT developments have continued in order to strengthen our wi-fi provision at all locations and a plan of work is in place to install more security cameras where needed.

Daughter, an in-house written and produced play was staged in March 2023. The event was well supported with many members of the congregations being involved both on stage and off-stage. Our thanks go to Mark Albanie and the production team for enabling this to happen.

#### **Our buildings**

Quinquennial inspections (the Church of England's five-yearly property inspection) took place at all three church buildings in 2018. The next round of inspections and the issuing of reports will occur in 2024.

Whilst no significant work was undertaken during the year at St Thomas, Earlham Road, or at St Alban, Grove Walk a programme of regular repair and maintenance was undertaken.

Work is ongoing to bring all of our spaces up to a better aesthetic standard to reflect our culture across the organisation. We are seeking to establish greater consistency in this area to allow our visitors to know they are in a space that shares the DNA with our other locations. This area of work proposes a unique set of challenges given the complexities of our spaces.

#### **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 2023, we reduced our offering of services to take into account our much reduced clergy team, running twice-monthly Eucharist services on the 1st and 3rd Sundays of each month. We continue to recognise the challenges associated with ministering within an area of high deprivation, and continue to discern how we might best serve the people of the parish. As we do, a key part of the vision remains to recognise and to release the gifts that exist within the existing congregation, and attracting others from across The Mitre Benefice to join and serve the St Barnabas community.

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

##### **St Alban**

The 4pm Service has continued to thrive over the past 12 months, with a committed core welcoming in a notable number of visitors and others who have subsequently joined the church. We consistently gather as a family of 50-60 adults, plus 10-15 children and young people. The teaching series has tracked with that of St Thomas, reflecting our Benefice-wide vision to be one church that meets across three locations. We have also seen the worship team grow in both number and confidence, as they lead us in our times of corporate sung worship. We sadly waved goodbye to the Hendra Family in October, temporarily leaving St Alban without a location pastor. However, the remaining clergy team has continued to minister across all sites, providing support until such time as the appointment process for a new associate is complete.

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 continued 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 NORWICH**

## **Trustees' Report**

### **For the year ended 31 December 2023**

#### **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 lay led network of missional communities in partnership with the Diocesan Church Planting and Revitalisation Programme to pilot low cost pathways to making disciples through the mixed ecology of church and in alignment with the national church ambition to plant 10,000 new worshipping communities in work, school and social spaces.

The Garden grew in 2023 to around 250 people with: monthly 'pop ups' gatherings; weekly communities; and additional gatherings called 'Grow'. 2023 saw new Garden communities emerge in: Reepham; Dereham; Strumpshaw; and Raveningham and it has fielded enquiries and expressions of interest from multiple other villages. Growth of communities fall into three categories: seeds, emerging and established and Garden focussed on consolidating and supporting new 'seeds' and sustaining the 'established'.

There have been multiple creative collaborations between the local church and local Gardens. Bishop Graham drafted a Bishop's Mission Order for the movement to become an independent charity in 2024. Garden contributed to CCX (Centre For Church Multiplication) learning materials, Try Tank in the US, the Durham Diocese Church Planting learning and learning for the West Country Pioneers.

#### **The Mitre**

The Mitre has continued to rebuild and has established the pattern of being open Tuesday to Saturday. Our thanks go to Ms S Watson, who, together with her team of volunteers operated the Mitre during the first half of the year, building the business and the customer base. Following Sarah's departure, a new Head Barista was appointed in the Summer. This appointment has allowed our coffee offerings to expand and coupled with new and innovative food offerings and a warm and welcoming space, the business is looking much more healthy as we enter 2024.

We continue to offer 'pop-up' events, such as the Beer and Carols event in Dec 2023 and the space was used more effectively by St Thomas for group meetings.

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. Sessions were held at St Barnabas, and St Thomas.

#### **The Halls (ER, GW and RS)**

Commercial hirers provided dance, ballet, music and Pilates. We continue to look at how we can best utilise our spaces for community and church events.

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 the accommodation of our intern programme. The Trust publishes its own annual report.

# **ST THOMAS NORWICH**

## **Trustees' Report**

### **For the year ended 31 December 2023**

#### **Partner Organisations**

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 up £46k (15%) and grants £50k (a four fold increase on 2022) and with expenditure being contained, an overall a surplus of £72k 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.

#### **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.

During the year, Mr N Henery, one of the Church Wardens agreed to take on the role of Treasurer until a more permanent solution can be found. We are grateful for the commitment of all 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.

**ST THOMAS NORWICH**  
**Trustees' Report**  
**For the year ended 31 December 2023**

**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 five times during 2023, with an average attendance of 16 persons.

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) (resigned Oct 2023)  
The Revd Blessing Chishanu  
The Revd Di Rowlandson, Associate Priest (resigned May 2023)  
Diana Timms, Licensed Lay Minister  
Mark Jones (Treasurer - interim) (stepped down Sep 2023)

**Church Wardens**

Kim Mills  
Neil Henery

**Elected Members**

Terry Huggins  
Louise Hoffmann  
Alex Griffith  
Mark Holmes  
Tim Neads (appointed May 2023)  
Nathan Jarvis (appointed May 2023)

**Deanery Synod Representatives**

Caroline Johnson (appointed May 2023)  
Sarah Knapp

**Members from St Alban**

Churchwarden: David Wormald; Rob Wilson (appointed May 2023)  
Elected members: Adrian Munn (resigned Sep 2023), Tom Fosten Thomas Harrison (appointed May 2023), Hilary Harrison (appointed May 2023), Gary Williams (appointed May 2023)

**Members from St Barnabas**

Churchwarden: Terry Burkill  
Elected members: Norma Broadest

## **ST THOMAS NORWICH**

### **Trustees' Report**

**For the year ended 31 December 2023**

#### **Standing Committee**

The Standing Committee was made up of: Revs. Tom Eagles, Dave Hendra (resigned Oct 2023); David Wormald, Neil Henery (Acting secretary), Kim Mills and Rob Wilson (appointed May 2023) (Wardens); Caroline Johnson (Secretary - resigned May 2023); and Mark Jones (Finance Team Representative).

#### **Clergy changes**

Having been with us for nearly 3 1/3 years, in the Autumn of 2023, Rev'd Dave Hendra decided in the to move onto a new challenge. Celebrations were held across the Benefice to thank Dave and the family for all they had given to the church family and the local community and to send them out with our prayers and blessings.

#### **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 233 members and St Alban 41 members.

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

**Revd T Eagles**



**Trustee**

Dated: 16 April 2024

# 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 2023.

#### **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: 9th May 2024

**ST THOMAS NORWICH**  
**STATEMENT OF ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT**  
For the year ended 31 December 2023

		Unrestricted Funds	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
		2023	2023	2023	2022	2022	2022
Notes		£	£	£	£	£	£
<b>Income and endowments from:</b>							
Donations and legacies	<b>3</b>	394,195	58,635	452,830	314,602	32,563	347,165
Charitable activities	<b>4</b>	5,351	-	5,351	4,800	-	4,800
Other trading activities	<b>5</b>	35,697	150	35,847	36,671	-	36,671
Investments	<b>6</b>	466	-	466	24	-	24
Other income	<b>7</b>	712	-	712	68	-	68
		436,421	58,785	495,206	356,165	32,563	388,728
<b>Total income</b>							
<b>Expenditure on:</b>							
Charitable activities	<b>8</b>	398,975	23,747	422,722	352,138	41,298	393,436
<b>Net incoming / (outgoing) resources before transfers</b>		37,446	35,038	72,484	4,027	(8,735)	(4,708)
Gross transfers between funds	<b>18</b>	-	-	-	3,690	(3,690)	-
<b>Net income/ (expenditure) for the year / Net movement in funds</b>		37,446	35,038	72,484	7,717	(12,425)	(4,708)
Fund balances at 1 January		743,104	4,457	747,561	735,387	16,882	752,269
Fund balances at 31 December		780,550	39,495	820,045	743,104	4,457	747,561

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 2023**

		2023		2022	
	Notes	£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	13		29,983		39,978
Investments	14		1		1
			<u>29,984</u>		<u>39,979</u>
<b>Current Assets</b>					
Debtors falling due after one year	15	641,000		611,000	
Debtors falling due within one year	15	40,626		45,707	
Cash at bank and in hand		<u>132,692</u>		<u>75,435</u>	
		814,318		732,142	
<b>Creditors: amounts falling due within one year</b>	17	<u>(24,257)</u>		<u>(24,560)</u>	
<b>Net Current Assets</b>			<u>790,061</u>		<u>707,582</u>
<b>Total assets less current liabilities</b>			<u>820,045</u>		<u>747,561</u>
<b>Income Funds</b>					
<b>Restricted Funds</b>	18		39,495		4,457
<b>Unrestricted Funds</b>					
Designated Funds	19	35,792		7,874	
General Unrestricted Funds		<u>744,758</u>		<u>735,230</u>	
			<u>780,550</u>		<u>743,104</u>
			<u>820,045</u>		<u>747,561</u>

The financial statements were approved by the Trustees on 16 April 2024

**Revd T Eagles**



**Trustee**

# **ST THOMAS NORWICH**

## **Notes to the Financial Statements**

### **For the year ended 31 December 2023**

#### **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.

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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.

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**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**  
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**3 Donations and Legacies**

	Unrestricted Funds General	Restricted Funds	Total	Unrestricted Funds	Restricted Funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	327,577	4,655	332,232	266,551	20,063	286,614
Grants Received	8,850	53,980	62,830	-	12,500	12,500
Gift Aid Claimed	57,768	-	57,768	48,051	-	48,051
	<u>394,195</u>	<u>58,635</u>	<u>452,830</u>	<u>314,602</u>	<u>32,563</u>	<u>347,165</u>

**Grants Received**

The Willats Trust	-	12,500	12,500	-	12,500	12,500
STN Trust	-	41,480	41,480	-	-	-
Other	8,850	-	8,850	-	-	-
	<u>8,850</u>	<u>53,980</u>	<u>62,830</u>	<u>-</u>	<u>12,500</u>	<u>12,500</u>

During the year STN Trust made a grant of £41,480 to fund the rent and council tax relating to the Intern Programme. This money is held as a restricted fund and is released as income to match the expenses incurred

**4 Charitable Activities**

	Church Activities	Church Activities
	2023	2022
	£	£
Fees & similar income	<u>5,351</u>	<u>4,800</u>

**5 Other trading activities**

	Unrestricted Funds general	Restricted Funds	Total	Unrestricted Funds general
	2023	2023	2023	2022
	£	£	£	£
Fundraising events	26,062	150	26,212	30,510
Church cafe	-	-	-	-
Hall income	6,734	-	6,734	2,552
Other trading income	2,901	-	2,901	3,609
Other trading activities	<u>35,697</u>	<u>150</u>	<u>35,847</u>	<u>36,671</u>

**ST THOMAS NORWICH**  
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**6 Investments**

	Unrestricted Funds General	Unrestricted Funds General
	2023	2022
	£	£
Interest receivable	466	24

**7 Other income**

	Unrestricted Funds General	Unrestricted Funds General
	2023	2022
	£	£
Other Income	712	68

**8 Charitable activities**

	Church Activities	Church Activities
	2023	2022
	£	£
Staff costs	140,749	160,360
Parish share	102,970	98,592
Service costs	617	151
Fees	1,994	4,422
Clergy Expenses	4,072	3,358
Outreach and projects	55,031	54,000
Promotions	1,320	1,281
Legal and professional fees	-	431
Bank charges	1,241	914
	307,994	323,509
Grant funding of activities (see note 9)	32,000	6,188
Share of support costs (see note 10)	79,469	60,721
Share of governance costs (see note 10)	3,259	3,018
	422,722	393,436
<b>Analysis by fund</b>		
Unrestricted funds - general	398,975	352,138
Restricted funds	23,747	41,298
	422,722	393,436

**ST THOMAS NORWICH**  
**Notes to the Financial Statements**  
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	Church Activities	Church Activities
	2023	2022
	£	£
<b>9 Grants payable</b>		
Grants payable	32,000	6,188

**10 Support costs**

	Support costs	Governance costs	Total	Support costs	Governance costs	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Depreciation	9,994	-	9,994	13,480	-	13,480
Rent contribution	9,996	-	9,996	10,000	-	10,000
Rates and water	857	-	857	1,377	-	1,377
Insurance	3,921	-	3,921	3,878	-	3,878
Light and heat	26,018	-	26,018	11,905	-	11,905
Church and hall maintenance	11,226	-	11,226	11,795	-	11,795
Office and admin	278	-	278	453	-	453
IT and software	3,447	-	3,447	4,560	-	4,560
IT and audio	3,792	-	3,792	3,273	-	3,273
Operational Support	9,940		9,940	-	-	-
Accountancy	-	3,259	3,259	-	3,018	3,018
	79,469	3,259	82,728	60,721	3,018	63,739
Analysed between charitable activities	79,469	3,259	82,728	60,721	3,018	63,739

**ST THOMAS NORWICH**  
**Notes to the Financial Statements**  
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**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 £16,150 with associated pension contributions of £484.

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	Number
	2023	2022
	<b>No</b>	<b>No</b>
Employees	12	13
	<hr/>	<hr/>
	2023	2022
	£	£
<b>Employment costs</b>		
Wages and salaries	140,749	160,360
	<hr/>	<hr/>

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

**ST THOMAS NORWICH**  
**Notes to the Financial Statements**  
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**13 Tangible Fixed Assets**

	Plant & Equipment	Fixtures and fittings	Computers	Total
	£	£	£	£
<b>Cost</b>				
At 1 January 2023	68,411	110,855	460	179,726
Additions	-	-	-	-
Disposals	-	-	-	-
At 31 December 2023	68,411	110,855	460	179,726
<b>Depreciation and impairment</b>				
At 1 January 2023	51,898	87,391	460	139,749
Depreciation	4,128	5,866	-	9,994
At 31 December 2023	56,026	93,257	460	149,743
<b>Carrying amount</b>				
At 31 December 2023	12,385	17,598	-	29,983
At 31 December 2022	16,513	23,465	-	39,978

**14 Fixed asset investments**

	Other investments
	£
<b>Cost or valuation</b>	
At 1 January 2023 and 31 December 2023	1
<b>Carrying amount</b>	
At 31 December 2023	1
At 31 December 2022	1

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

**ST THOMAS NORWICH**  
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**15 Debtors**

	2023	2022
	£	£
Trade debtors	4,260	3,395
Prepayments	3,647	441
Other debtors	32,719	41,871
	<u>40,626</u>	<u>45,707</u>

**Amounts falling due more than one year**

STN Trading Ltd	<u>641,000</u>	<u>611,000</u>
Total debtors	<u>681,626</u>	<u>656,707</u>

**16 Loans and overdrafts**

	2023	2022
	£	£
Loans from STN Trust	<u>7,203</u>	<u>6,875</u>
Payable within one year	<u>7,203</u>	<u>6,875</u>

**17 Creditors: amounts falling due within one year**

	2023	2022
	£	£
Loans and overdrafts	7,203	6,875
Other taxation and social security	3,796	3,938
Trade creditors	5,568	2,266
Other creditors	-	-
Accruals and deferred income	7,690	11,481
	<u>24,257</u>	<u>24,560</u>

**ST THOMAS NORWICH**  
**Notes to the Financial Statements**  
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**18 Restricted funds**

	Balance at 1 January	Incoming Resources	Resources Expended	Transfers	Balance at 31 December
	2023	2023	2023	2023	2023
	£	£	£	£	£
Children and Youth	-	12,950	(12,950)	-	-
LYN	4,457	2,000	(892)	-	5,565
Benefice Interns	-	43,835	(9,905)	-	33,930
	<u>4,457</u>	<u>58,785</u>	<u>(23,747)</u>	<u>-</u>	<u>39,495</u>

**Restricted funds for the preceding year**

	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>

**ST THOMAS NORWICH**  
**Notes to the Financial Statements**  
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**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 2023	7,874
Balance at 31 December 2023	7,874

There was no movement in this fund during the preceding year

	Garden Fund £
Incoming resources	35,595
Outgoing resources	(7,677)
Balance as at 31 December 2023	27,918

This was a new Designated Fund set up in 2023, therefore there was no balance from 2022

	£
Total Designated fund at 31 December 2023	35,792

**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
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Tangible assets	29,983	-	29,983	39,978	-	39,978
Investments	1	-	1	1	-	1
Current assets / (liabilities)	750,566	39,495	790,061	703,125	4,457	707,582
	780,550	39,495	820,045	743,104	4,457	747,561

**ST THOMAS NORWICH**  
**Notes to the Financial Statements**  
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**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 2023.

St Thomas Norwich Trust Limited, charity 1100236, loaned £7,000 to St Thomas Norwich in 2020. During 2023 interest was charged in the sum of £328, increasing the outstanding balance at the year end to £7,203. No repayments were made during the year and the loan remains repayable on demand. In addition, during 2023 St Thomas Norwich Trust Limited made grants of £41,480 in support of the work of the Benefice interns. The remaining balance of which is treated as a restricted fund and is being released to match expenditure incurred.

St Thomas Norwich and STN Trust Limited have the following trustee in common Mr N Henery.

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 £32,000 during the financial year and also covered other costs leaving a balance owing from St Alban of £9,675 at the year end. This arrangement will continue in 2024.

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 £34,584, the staff having joint employment contracts with St Thomas and STN Trading. At the year end, STN Trading Ltd owed St Thomas Norwich £658,743 (2022 - £634,362). There are no repayment terms and no interest is charged on £641,000 (2022 - £611,000) and the balance, £17,743 is repayable within one year. There is no charge registered against The Mitre.