

Charitable Incorporated Organisation: 1163195

THE DIOCESE OF NORWICH CHURCHES TRUST

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

THE DIOCESE OF NORWICH CHURCHES TRUST

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THE DIOCESE OF NORWICH CHURCHES TRUST

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, IT'S TRUSTEE'S AND ADVISERS FOR THE YEAR ENDED 31 DECEMBER 2022

Trustees

The Ven Steven Betts, Archdeacon of Norfolk
The Ven Keith James, Archdeacon of Norwich
The Ven Catherine Dobson, Archdeacon of Lynn – Appointed 1st October 2022
Tim Sweeting

CIO Registered Number	1163195
Principal office	109 Dereham Road Easton NR9 5ES
Clerk & Treasurer	James South ACCA
Accounts prepared by	Norwich Diocesan Board of Finance Ltd Diocesan House 109 Dereham Road Easton NR9 5ES
Bankers	Barclays Bank PLC 57 London Street Norwich NR2 1HS
Solicitors	Birketts Kingfisher House 1 Gilders Way Norwich NR3 1UB

THE DIOCESE OF NORWICH CHURCHES TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

The trustees present their annual directors' report together with the financial statements of the charity for the year ending 31 December 2022.

The financial statements comply with 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 2015)

Objectives and activities

Overall objectives

The advancement of the Christian Gospel and faith within the Diocese of Norwich by providing, administering, maintaining, repairing, renewing and replacing churches or ecclesiastical buildings licensed for public worship in accordance with the Christian faith as received by The Church of England.

Public Benefit

The trustees confirm that, in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

The Churches carry out services of worship, marriages, baptisms and funerals which are attended by the general public and enriches local communities by the provision of these services.

Structure, governance and management

Structure

The trust was founded on the 19th August 2015 and is a Charitable Incorporated Organisation.

Meetings

The trustees have met on an ad-hoc basis during the process of establishing the CIO.

Trustees

The trustees are the three Archdeacons' in the Norwich Diocese, along with the Diocesan Secretary/Chief Executive of the Norwich Diocesan Board of Finance Limited.

The trustees receive no remuneration for their work and the charity does not have any salaried employees.

Risk Management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

Related parties/connected charity

The Norwich Diocesan Board of Finance Limited was incorporated on 28 March 1906 and is a connected charity of the Diocese of Norwich Churches Trust.

THE DIOCESE OF NORWICH CHURCHES TRUST

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2022

Achievement and Performance

Leasing of Churches

At the beginning of 2022, there were fourteen churches leased to the trust.

Financial Review

Financial Performance

The trust received income of £20,085 in 2022 (2021 - £17,069), this income relates to collections at services, statutory parochial fees and other donations. The residual balance at year end, along with the grants from the All Churches Trust, the Anne French Memorial Trust and the Norwich Diocesan Board of Finance Limited being treated as deferred income is £34,545 (2021 - £48,952).

Of the fourteen churches in the trust, 10 of these no longer have any funds and are been funded from the unrestricted funds. As at the 31st December 2022, deferred unrestricted funds stand at £34,545 (£48,001 in 2021).

Reserves Policy

Where a Church is leased to the trust, any incoming funds are restricted for that specific building. This is also the case where collections are made in Church, a statutory fee is received or any other situation where income would otherwise have been passed to the PCC responsible for the building.

The grants received, totalling £87,500 (current balance £34,545) is an unrestricted reserve which is expected to be used towards the running costs of the charity but primarily where the restricted funds aligned to a church are exhausted. This is to ensure that the building is maintained in accordance with the lease.

Due to the commitment of funding a building from unrestricted funds (approximately £1,765 per church) and the timing to obtain additional grant funding, the trustees monitor unrestricted reserves to ensure that they do not fall below £25,000 for a prolonged period.

Going Concern

Now that churches are more regularly opened for worship, the income from collections increased slightly into 2022, compared to 2021 and it is expected that income will either stabilise slightly or increase in 2023. There are currently sufficient reserves (£34,565) to be able to maintain the level of provision at the current level for the next twelve months. As noted, the trustees monitor unrestricted reserves to ensure that they do not fall below £25,000 (equivalent to 12 months expenditure).

The trustees are satisfied that there are sufficient assets to ensure that the charity can continue to fulfil its obligations for the next twelve months.

Fundraising standards information

The Trust does not raise funds from the public via fundraising activities. It may however take collections held at services in the Churches vested within the Trust.

The Trust is not registered with the fundraising regulator. No professional fundraisers or third party commercial participants are used. No complaint regarding fundraising has been received and no advertising takes place regarding fundraising.

**TRUSTEES' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2022**

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustee's report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities Statement of Recommended Practice (SORP);
- make judgments and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation on the same basis from 12 months of the date of this report.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 23rd August 2023 and signed on their behalf, by:



.....
The Venerable Steven Betts

THE DIOCESE OF NORWICH CHURCHES TRUST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted funds £	Restricted funds £	Total funds £	2021 Total funds £
Income and endowments from:					
Transfers In	2	-	-	-	-
Donations and collections	2	-	3,802	3,802	3,055
Parochial Fees	2	-	3,893	3,893	2,687
Grants and Fundraising	2	12,224	166	12,390	11,327
Total Income		12,224	7,861	20,085	17,069
Expenditure on:					
Administration	3	76	-	76	63
Church Running Expenses	3	1,107	24,645	25,752	17,936
Churchyard	3	-	180	180	1,099
Building Works	3	-	-	0	-
Other	3	12	-	12	-
Total Expenditure		1,195	24,825	26,020	19,098
Net income/(expenditure)		11,029	(16,964)	(5,935)	(2,029)
Transfer between funds	4	(11,029)	11,029	-	-
Net movement in funds		-	(5,935)	(5,935)	(2,029)
Reconciliation of funds:					
Total funds brought forward at 1 January 2022		-	48,168	48,168	50,197
Total funds carried forward at 31 December 2022		-	42,233	42,233	48,168

The notes on page 7 forms part of these financial statements.

THE DIOCESE OF NORWICH CHURCHES TRUST

**BALANCE SHEET
AS AT 31 DECEMBER 2022**

	Note	2022 £	2021 £
Current assets:			
Bank Account		76,778	96,170
Debtors	5	11,316	9,762
Total current assets		<u>88,094</u>	<u>105,932</u>
Liabilities:			
Creditors: Amounts falling due within one year	6	1,344	951
Net current assets		<u>86,750</u>	<u>104,981</u>
Creditors - amounts falling due after more than one year	6	44,517	56,813
Total net assets		<u>42,233</u>	<u>48,168</u>
The funds of the charity:			
Unrestricted funds	7	-	-
Restricted funds	7	42,233	48,168
Total charity funds		<u>42,233</u>	<u>48,168</u>

THE DIOCESE OF NORWICH CHURCHES TRUST

CASH FLOW STATEMENT
FOR THE YEAR ENDING 31 DECEMBER 2022

	Note	2022 £	2021 £
Cash flow from operating activities		-	-
Change in cash and cash equivalents in the reporting period		(19,390)	(12,992)
Cash and cash equivalents at 1st January 2022		96,169	109,161
Cash and cash equivalents at 31st December 2022		<u>76,779</u>	<u>96,169</u>
Reconciliation of net income to net cash flow from operating activities			
Net income		(5,935)	(2,029)
Decrease/(Increase) in debtors		(1,554)	1,375
(Decrease)/Increase in creditors		(11,901)	(12,338)
Net cash used in operating activities		<u>(19,390)</u>	<u>(12,992)</u>
Analysis of cash and cash equivalents			
Cash in hand		<u>76,779</u>	<u>96,169</u>

The financial statements were approved by the Trustees on 23rd August 2023 and signed on their behalf by:



.....
Chair

THE DIOCESE OF NORWICH CHURCHES TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

1. Accounting Policies

1.1. Basis of preparation of financial statements

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: 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) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The Trust constitutes a public benefit entity as defined by FRS 102.

1.2. Incoming resources

All incoming resources are included in the statement of financial activities on an accruals basis.

1.3. Resources expended

All expenditure is accounted for on an accruals basis.

2. Income from

	Unrestricted funds	Restricted funds	Total funds 2022	Total funds 2021
	£	£	£	£
Transfers In	-	-	-	-
Donations	-	2,548	2,548	2,143
Fundraising	-	166	166	-
Collections	-	1,254	1,254	913
Statutory Fees	-	3,893	3,893	2,688
Grants	12,224	-	12,224	11,327
	<u>12,224</u>	<u>7,861</u>	<u>20,085</u>	<u>17,071</u>

3. Expenditure by Charitable Activity

	Unrestricted funds	Restricted funds	Total funds 2022	Total funds 2021
	£	£	£	£
Bank Charges	76	-	76	63
Churchyard	-	180	180	1,099
Inspection	-	7,650	7,650	969
Insurance	1,107	9,642	10,749	9,944
Smart Water	-	-	-	-
Misc	12	-	12	-
Utilities	-	3,865	3,865	2,259
Repairs	-	1,281	1,281	1,704
Roof Alarm	-	2,207	2,207	3,061
	<u>1,195</u>	<u>24,825</u>	<u>26,020</u>	<u>19,100</u>

THE DIOCESE OF NORWICH CHURCHES TRUST

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

4. Analysis of Transfer Between Funds

	Deferred Income	Unrestricted funds	Restricted funds	Total funds 2019
Transfer from Deferred Income	(12,224)	12,224	-	-
	(12,224)	12,224	-	-

The transfer from deferred income was made to match both the deficit of general expenditure, being £1,195 and the transfer to cover the deficit of expenditure incurred where restricted funds received from the parishes had been exhausted which for 2022 was £11,029 (2021: £10,607).

5. Debtors

	2022	2021
Due within one year		
Prepayments and accrued income	9,874	8,700
Grants and fundraising	-	-
Donations and Collections	81	74
Parochial Fees	854	988
Prior Year Fees	507	-
	<u>11,316</u>	<u>9,762</u>

This comprises of insurance paid for the period 1st January 2023 to 28th September 2023 (£8,731) as well as alarm subscriptions covering the period for 2023 of £1,143. Along with collections of £81 as well as a statutory fees of £854 for the period and prior years fees of £541.

6. Creditors

Creditors - amounts falling due within one year	2022	2021
Capital Works	-	-
Other creditors	1,344	951
	<u>1,344</u>	<u>951</u>
Creditors - amounts falling due after more than one year	2022	2021
Deferred income	35,707	48,001
	<u>35,707</u>	<u>48,001</u>

The amounts falling due within one year comprises of £664 which relates to utilities billed in 2023 for 2022 usage and statutory fees of £680 due to the DBF.

Trustee Remuneration

THE DIOCESE OF NORWICH CHURCHES TRUST

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

7. Statement of Funds

	Balance at 1st January 2022 £	Incoming Resources £	Resources Expended £	Transfer between funds £	Balance at 31st December 2022 £
Unrestricted Funds					
General Fund	-	12,224	1,195	(11,029)	-
Restricted Funds					
Cantley, St Margaret	498	1,267	2,220	455	-
Brunstead	1,134	12	1,040	-	106
St Peter and Paul, Bittering Parva	-	-	2,250	2,250	-
St Margaret, Calthorpe	100	783	1,871	1,088	100
St Lawrence, Ingworth	806	1,624	1,868	84	646
St Nicholas, Shereford	1,536	558	1,381	-	714
All Saints, South Pickenham	-	300	1,631	1,331	-
St Andrew's, Themelthorpe	-	1,071	1,146	75	-
All Saints, Weasenham	-	128	2,200	2,072	-
St Botolph's, Westwick	2,932	1,183	2,462	-	1,652
Bessingham	38,583	694	1,479	-	37,797
Bintree	-	607	1,627	1,020	-
Suffield	-	-	2,166	2,166	-
Battle Area Churches	-	-	488	488	-
Croswick	2,577	-	1,359	-	1,218
Total Restricted Funds	48,166	8,226	25,189	11,029	42,233
Total of Funds	48,166	20,450	26,383	-	42,233

8. Summary of Funds

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfer between funds £	Carried Forward £
General Funds	-	12,224	1,195	(11,029)	0
Restricted Funds	48,166	8,226	25,189	11,029	42,233
	48,166	20,450	26,383	-	42,233

9. Analysis of Net Assets Between Funds

	Unrestricted funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
Current assets	34,545	42,233	76,778	96,169
	34,545	42,233	76,778	96,169

10. Related Party Transaction

A net balance of £1,162 was due from the Norwich Diocesan Board of Finance Ltd (249318). This related to the net balance of statutory parochial fees due.

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**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Independent examiner's report on the accounts

Section A
Independent Examiner's Report
Report to the trustees

Charity Name

THE DIOCESE OF NORWICH CHURCHES TRUST

**On accounts for the year
ended**

31st December 2022

**Charity no
(if any)**

1163195

Set out on pages

1-10

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2022.

**Responsibilities and
basis of report**

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

**Independent
examiner's statement**
~~The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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 accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:
Date:

06/07/23

Name:

GEOFFREY F. FREEMAN

**Relevant professional
qualification(s) or body**

ELECTED MEMBER A.Y.B.C. - SCOTLAND COMMITTEE

(if any):

Address:

2 WATERMEADOW CLOSE

ORMESBY ST. MARGARET

GREAT YARMOUTH NR29 3NF

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.