

**PARISH CHURCH OF ST JOHN THE BAPTIST,
NEEDHAM MARKET (with BADLEY)**

ANNUAL REPORT FOR YEAR ENDING 31st DECEMBER 2024
LEGAL & ADMINISTRATIVE INFORMATION

CHURCH LOCATION: High Street, Needham Market, Ipswich, Suffolk in the Diocese of St Edmundsbury and Ipswich

CORRESPONDENCE **The Rectory**
 10 Meadow View
 Needham Market
 IP6 8RH

The following served on the PCC during 2024

RECTOR - Revd Tracey James

CHURCHWARDENS

David Sewell

Ian Jeffreys

DEANERY SYNOD REPRESENTATIVES

Two new representatives were elected April 2023

Mr Philip Pitt

Shirley Thomas – resigned at the PCC meeting held on 23rd May 2024 – no further appointment was made

PCC MEMBERS	ELECTED	PCC MEMBERS	ELECTED
Peter Groom	May 2022	Margaret Wilcox	May 2022
Bernadette Pitt	April 2023	Michael Turner	April 2023
Kate Dines	April 2023	Shirley Thomas	April 2023

TREASURER

Mr R Brown appointed Treasurer (non-voting PCC Member) commenced January 2000

PCC SECRETARY

Mrs C Long appointed Secretary, (non-voting PCC member) May 2022

FABRIC SECRETARY – David Long was appointed at the PCC meeting held on 23rd May 2024

SAFEGUARDING OFFICER -Dr Kate Holmes resigned at the 2024 APCM – Mrs Jennifer Nott was appointed at the PCC meeting held on 23rd May 2024

INDEPENDENT EXAMINER

Mr Hugh S Wolley, Milestone House, High Street, Yoxford, Suffolk. IP17 3EP

AIMS AND OBJECTIVES

The PCC (Powers) Measure 1956 states the PCC “is to co-operate with the minister in promoting in the parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical”.

When out of vacancy, the PCC consists of the incumbent, two churchwardens a maximum of nine elected PCC members plus two Deanery Synod Representatives. The Treasurer and secretary are non-voting members. The PCC meets regularly to oversee finance, preparation for worship and social events/functions, the fabric and contents of the Church, discuss future ministry/ mission work and as representatives of the congregation, while supporting the incumbent in their work in our parish. The PCC is supported by the Standing Committee which consists of the incumbent plus officers of the PCC and meets between PCC meetings to deal with smaller issues and put together the initial framework for larger projects which need to be discussed by the whole PCC. The Ministry Team currently consists of Revd Tracey James, Revd Aileen Mortimer, Kate Holmes,

(Lay Reader), and the Churchwardens. We have a varied Sunday worship as well as Wednesday morning prayer time. A Home Group meets monthly on a Monday. We also have a very active Mothers' Union. Tuesday Tots is well established and we find that we have an almost completely new group of parents and grandparents and very young children. On Thursday mornings there is a well established St John's Pantry, providing provisions for the local community. This is well attended. A variety of tasks from the leading of worship and preparing for services to flower arranging and involvement in general administration continue to be undertaken by many members of the congregation, without whose input the church would be much the poorer. Open the Book has continued at the local Primary School and is hugely valued. Our current Sunday service is streamed on line for those who are unable to join us in Church. Revd Tracey has settled in very well to the role and is a visible presence in the community. We started Messey Church at Easter 2024 and this has proved to be very popular, with an average of 15 children plus carers attending each month. We have a good team of volunteers who are essential to the success of Messey Church.

ACHIEVEMENTS AND PERFORMANCE

The total number of people reported as being on the Electoral Roll of our parish was 68 members at the APCM in April 2024. The usual number of attendees at a Sunday service is 45 with around an additional 5 watching on line. A special prayer is said at Communion to include those watching on line. We had a Patronal lunch and a Harvest celebration and a supper which were well supported. We held two Christingle services which involved many of the children from the Primary School. We held our annual Crib service on Christmas Eve and a Midnight Mass. During the year to 31 December 2024 the following services were held:- Marriages 2, Baptisms 3, Funeral Services In Church 11, Churchyard Burials 4, Burial of Cremated Remains in Churchyard 9. There were also 12 Funeral Services at the Crematorium.

Fundraising in 2024 continued with major contributions coming from the Produce stalls, Historic Churches Cycle ride, Lent Soup lunches for Kagera which raised £5,708 including a generous anonymous donation of £5,000. Christmas Fayre – it was agreed to change our Christmas Bazaar this year. We joined in with the Needham Market Christmas Street Fayre and had stalls inside and outside the church. The children's choir from Bosmere School came and sang Carols in Church which ensured a full church. (at one point people were queueing to get in and Rev Tracey had to fight her way through the crowd!) This gave us an opportunity for greater engagement with the people of our town and we raised nearly double our usual amount, this was followed by the annual Castleton Brass Christmas Concert.

PLANS FOR THE FUTURE building on the success we saw over the Christmas services it has been decided to explore a new monthly All Age Service as we seek to encourage new people into church. In 2027 it will be 700 years since the first name appears on our vicars' board, we are planning a festival to celebrate St Johns and hoping to join in with the re-development plans of St Edmunds Abbey in Bury St Edmunds. Due to our rotting floor, we have a major building project in the pipeline. Our aim is to create a level floor as much as is possible and to provide an accessible toilet. Other considerations include replacing the organ, installing a server at the back of church and possibly installing glass doors and re-locating the Font. This is all subject to obtaining approval by the Diocesan Advisory Committee and raising sufficient funds.

FINANCIAL REVIEW

Total receipts on unrestricted funds totalled £63,355, and £59,181 was spent providing Christian ministry from St John the Baptist church as detailed in the financial statements. The largest element of this expenditure was a £44,000 contribution towards our diocesan parish share, with a further £10,000 met by a grant paid directly by the Lightwave project to the Diocese. This largely provides the stipends & housing of the clergy and the cost of ministry, support & training ordinands and

Curates. The sum that the parishes in the deanery have to find is shared between them according to a formula based mainly on the clergy time enjoyed.

The net result of income over expenditure on unrestricted funds was a surplus of £3,174 and after a small transfer to a restricted reserve this was added to the reserves accumulated in previous years, resulting in a balance carried forward on unrestricted reserves of £30,814.

The restricted funds saw a net outflow of £7,309, largely as a result of repair work on the Church Hall (ARK) and the Church Cottage from grants received in the previous year. The balance on restricted funds at the year end amounted to £96,394, most of which are held for the purposes of maintenance and enhancement of the church fabric.

RESERVE POLICY

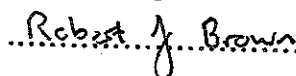
It is PCC policy to maintain a positive balance on each of the restricted and unrestricted funds. Ideally, the balance on the general fund should be sufficient to cover emergency situations that may arise from time to time. Sadly this has not proved feasible in recent years and this year was not sufficient to cover day to day expenditure including our full commitment to the diocesan parish share. With such low reserves, any failure in income levels to increase in line with inflation or major non-routine expenditure would leave PCC finances severely stretched and increasingly unable to meet annual diocesan parish share commitments.

It is our policy to invest our longer term funds in an interest bearing account with COIF Charity Funds, whilst bank accounts are maintained with Santander and Barclays banks for day to day requirements.

Signed on behalf of the PCC



Revd Tracey James



Mr R Brown (Treasurer)



Mrs C Long (PCC Secretary)

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF ST JOHN THE
BAPTIST CHURCH, NEEDHAM MARKET PAROCHIAL CHURCH COUNCIL**

I report on the accounts for the year ended 31st December 2024, which are set out on pages 1 to 6.

Respective responsibilities of the PCC and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to examine the accounts under section 145 of the 2011 Act; follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act: and state whether particular matters have come to my attention.

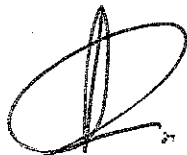
Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee of any such matters. The procedures undertaken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met: or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Name

HUGH WOLLEY A.C.A.

Address

MILESTONE HOUSE, HIGH STREET, YOXFORD, IP17 3EP.

Parochial Church Council of St John The Baptist, Needham Market
Statement of Financial Activities

For the year ending 31 December 2024

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2024 £	2023 £
INCOMING RESOURCES					
Voluntary income	2(a)	43,143	8,265	51,408	54,750
Activities for generating funds	2(b)	3,442	5,009	8,451	9,240
Income from investments	2(c)	1,113	1,326	2,439	1,155
Church activities	2(d)	14,657	0	14,657	16,353
TOTAL INCOMING RESOURCES		<u>62,355</u>	<u>14,600</u>	<u>76,955</u>	<u>81,498</u>
RESOURCES EXPENDED					
Fund-raising costs	3(b)	0	0	0	0
Church activities	3(a)	59,181	21,937	81,118	65,676
TOTAL RESOURCES EXPENDED		<u>59,181</u>	<u>21,937</u>	<u>81,118</u>	<u>65,676</u>
NET INCOMING/(OUTGOING) RESOURCES		3,174	-7,337	-4,163	15,822
TRANSFER BETWEEN UNRESTRICTED AND RESTRICTED FUNDS	7	-28	28	0	0
NET MOVEMENT IN FUNDS		<u>3,146</u>	<u>-7,309</u>	<u>-4,163</u>	<u>15,822</u>
BALANCES B/FWD 1 JANUARY		27,668	103,703	131,371	115,549
BALANCES C/FWD 31 DECEMBER		<u>30,814</u>	<u>96,394</u>	<u>127,208</u>	<u>131,371</u>

The notes on pages 3 to 6 form part of this account

Parochial Church Council of St John The Baptist, Needham Market
Balance Sheet at 31 December 2024

	Note	2024 £	2023 £
FIXED ASSET			
Investment asset			
Central Board Of Finance		1,062	1,062
CURRENT ASSETS			
Debtors	5	1,248	877
Short term deposits		26,489	26,489
Cash at bank and in hand		99,765	104,741
		<u>127,502</u>	<u>132,107</u>
LIABILITIES AMOUNTS FALLING DUE WITHIN ONE YEAR			
Other creditors	6	<u>1,356</u>	<u>1,798</u>
NET CURRENT ASSETS		<u>126,146</u>	<u>130,309</u>
NET ASSETS		<u>127,208</u>	<u>131,371</u>
FUNDS			
Unrestricted	7	30,814	27,668
Restricted	7	96,394	103,703
		<u>127,208</u>	<u>131,371</u>

Robert J Brown

R J Brown (Hon Treasurer)

Approved by the Parochial Church Council on 13 March 2025 and signed on its behalf by:

P. I. Pitt

P Pitt

The notes on pages 3 to 6 form part of these accounts

Parochial Church Council of St John The Baptist, Needham Market
Notes to the Financial Statements

For the year ending 31 December 2024

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

Restricted Funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes.

Incoming resources

Planned giving, collections, donations and interest are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognized when it is incurred and is accounted for gross.

Fixed assets

Consecrated and beneficed property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For inalienable property there is insufficient cost information available and therefore such assets are not valued in the accounts.

The Church Hall and Cottage are in the custody of the Diocesan Board of Finance, although managed by Needham Market Parochial Church Council. Therefore, they have not been valued as one of the PCC's assets in these statements.

Equipment used within the church premises or purchased for use by the PCC or its officers is written off through the Statement of Financial Activities in the year of purchase.

Investments

Investments are held in the balance sheet at valuation.

Parochial Church Council of St John The Baptist, Needham Market
Notes to the Financial Statements

For the year ending 31 December 2024

2 INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2024 £	2023 £
2(a) Voluntary income				
Planned giving				
Gift Aid donations	22,304	810	23,114	22,573
Tax recoverable	5,521	202	5,723	5,669
Parish Giving & Other Schemes	877	0	877	760
Other	1,150	0	1,150	1,665
Collections at services	2,132	0	2,132	2,313
Tax Recoverable - GASDS	1,298	244	1,542	1,295
Grants	300	500	800	8,450
Donations, appeals, etc				
Gift Aid donations	537	0	537	297
Tax recoverable	109	0	109	82
Other	3,915	6,509	10,424	6,872
Legacies	5,000	0	5,000	4,774
	<u>43,143</u>	<u>8,265</u>	<u>51,408</u>	<u>54,750</u>
2(b) Activities for generating funds				
Fund-raising	3,442	5,009	8,451	9,240
	<u>3,442</u>	<u>5,009</u>	<u>8,451</u>	<u>9,240</u>
2(c) Income from investments				
Interest and Other	<u>1,113</u>	<u>1,326</u>	<u>2,439</u>	<u>1,155</u>
2(d) Income from church activities				
Church hall lettings	362	0	362	650
Church hall contribution towards costs	900	0	900	900
Cottage rent	6,600	0	6,600	6,607
Fees	6,554	0	6,554	7,966
Refreshments	241	0	241	230
	<u>14,657</u>	<u>0</u>	<u>14,657</u>	<u>16,353</u>
Total incoming resources	<u>62,355</u>	<u>14,600</u>	<u>76,955</u>	<u>81,498</u>

Parochial Church Council of St John The Baptist, Needham Market
Notes to the Financial Statements

For the year ending 31 December 2024

3 RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
			2024 £	2023 £
3(a) Church activities				
Missionary and charitable giving				
Overseas				
Kagera Fund	0	5,708	5,708	1,030
DEC Turkey/Syria Earthquake	0	0	0	300
Home				
The Childrens Society	0	89	89	165
Relief of Hardship in Parish				
St John's Pantry	0	4,693	4,693	3,681
Christian Aid	0	387	387	0
RSPCA	0	0	0	80
	<u>0</u>	<u>10,877</u>	<u>10,877</u>	<u>5,256</u>
Ministry: Diocesan parish share	44,000	0	44,000	47,000
Other ministry costs	1,029	0	1,029	512
Church running and maintenance	6,140	4,597	10,737	9,652
Church hall running costs	2,618	6,088	8,706	2,308
Church cottage running costs	3,900	0	3,900	0
Church office	1,330	0	1,330	1,301
Church Building Reordering Project	0	375	375	0
Church Building Quinquennial Repairs	0	0	0	-408
Sundry other	164	0	164	55
	<u>59,181</u>	<u>21,937</u>	<u>81,118</u>	<u>65,676</u>
3(b) Fund-raising costs				
Bazaars and other fund raising events	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL RESOURCES EXPENDED	<u>59,181</u>	<u>21,937</u>	<u>81,118</u>	<u>65,676</u>

4 PAYMENTS TO PCC MEMBERS

There were no disclosable transactions in respect of PCC members.

Parochial Church Council of St John The Baptist, Needham Market
Notes to the Financial Statements

For the year ending 31 December 2024

	2024 £	2023 £
5 DEBTORS		
Tax recoverable	1,070	847
Prepayments and accrued income	178	30
	<u>1,248</u>	<u>877</u>

6 LIABILITIES		
Amounts falling due in one year		
Accruals for utilities, parish share and other costs	1,356	1,798
	<u>1,356</u>	<u>1,798</u>

7 FUNDS					
	Balance at 1 Jan 2024 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 Dec 2024 £
Unrestricted Funds					
General Fund	223	47,742	52,229	6,000	1,736
Ark Fund	126	2,536	2,617	-28	17
Church Cottage Fund	5,515	6,600	3,900	-6,000	2,215
Flower Fund	262	477	435	0	304
Legacy Fund	21,542	5,000	0	0	26,542
	<u>27,668</u>	<u>62,355</u>	<u>59,181</u>	<u>-28</u>	<u>30,814</u>
Restricted Funds					
Capital Reserve Fund	1,062	0	0	0	1,062
Fabric Fund	45,467	3,281	0	0	48,748
Organ Fund	597	0	210	0	387
Special Collections Fund	417	6,366	6,184	0	599
Roof Repair and Church Building Fund	42,475	0	4,420	0	38,055
Chair Fund	1,500	0	0	0	1,500
Altar Frontal / Church Furnishings Fund	165	0	0	0	165
Café Church Fund	100	0	0	0	100
Rector and Curate's Fund	2,400	0	0	0	2,400
St Johns Pantry Fund	3,606	3,307	4,693	0	2,220
Ark Repair Fund	5,000	0	4,414	-586	0
Ark Cooker Fund	914	146	1,674	614	0
Messy Church Fund	0	1,500	342	0	1,158
	<u>103,703</u>	<u>14,600</u>	<u>21,937</u>	<u>28</u>	<u>96,394</u>

8 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Total £
Investment Fixed Assets	0	1,062	1,062
Current Assets	32,029	95,473	127,502
Current Liabilities	-1,215	-141	-1,356
Fund balance	<u>30,814</u>	<u>96,394</u>	<u>127,208</u>