

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF AYLSHAM

England & Wales · Charity number 1185005

## Details

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**Other names** AYLSHAM PARISH CHURCH, AYLSHAM PCC

**Status** Registered

**Legal form** Other

**Registered** 2019-08-22

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** The Market Place  
Aylsham  
NR11 6EH

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**Website** [www.aylshamparishchurch.org.uk](http://www.aylshamparishchurch.org.uk)

## Activities

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**Objects:** PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

**Activities:** The PCC is committed to enabling as many people as possible to worship at our church and be part of the parish community. It is primarily focussed on the advancement of religion, which is recognised as a charitable purpose having public benefit. All regular public worship is provided free of charge, is not restricted to Church of England adherents, and is available and open to all.

## Classification

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- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Religious Activities, Arts/culture/heritage/science
- **Who:** The General Public/mankind

## Geography

- Norfolk

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2024-12-31 | £218,203 | £179,009    | -      | -         |
| 2023-12-31 | £164,954 | £210,873    | -      | -         |
| 2022-12-31 | £160,540 | £166,083    | -      | -         |
| 2021-12-31 | £192,512 | £154,353    | -      | -         |
| 2020-12-31 | £149,660 | £165,008    | -      | -         |

## Trustees

| Name                     | Role | Appointed  |
|--------------------------|------|------------|
| Clair Hartigan           |      | 2024-05-07 |
| Deborah Graver           |      | 2018-01-22 |
| Fiona Tibbitt            |      | 2018-01-01 |
| Henry Macey              |      | 2018-01-01 |
| Jennifer Engelsen        |      | 2024-05-07 |
| Mathew Roger Martin      |      | 2022-05-08 |
| Michael Graver           |      | 2023-05-21 |
| Penelope Bond            |      | 2022-05-08 |
| SYLVIA MARTIN            |      | 2019-05-01 |
| The Rev Canon Julie Boyd |      | 2021-01-21 |

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# Accounts

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**REGISTERED CHARITY NUMBER: 1185005**

**Report of the Trustees and Financial Statements  
for the Year Ended 31 December 2024  
for**

**Aylsham PCC**



Aylsham Parish Church  
Registered Charity No. 1185005

# Annual Report

## 2024

### **Worship: Rev Canon Julie Boyd**

Thanks go to all those involved in the preparation for and offering of our worship in Aylsham Parish Church, to the vergers, stewards, refreshments team, camera operators, readers, intercessors, administrators, organist, choir and bell ringers, to those involved in administration and to all worship leaders both lay and ordained, currently licenced and those who are retired. We have a very strong team in Aylsham and it is wonderful to see how everything comes together so smoothly. We really are richly blessed.



In addition to our regular services of Holy Communion, Morning Prayer, Breakfast Church and Choral Evensong we have also had special services for A Quiet Christmas, Carol Service, Advent Service, All Souls, Remembrance Sunday, Harvest Service, Christingle, Taize Services and special services as we welcome visitors, support charitable works and our local schools and celebrate significant events in the town such as the service in October when the Royal British Legion new branch standard was dedicated alongside a new County Youth standard.



On February 4<sup>th</sup> 2024 Bishop Graham, Bishop of Norwich joined us in Aylsham Parish Church for our confirmation service. A very joyful event where 6 candidates were confirmed and many people came to support them.

Our offering of Breakfast Church@Ten has successfully continued in 2024 as we welcome people into church and offer a continental style breakfast seated at tables around the font and under the tower at the west end of the church. Worship is led from the font so that all can see and be involved. There are songs (both hymns and worship songs), story, prayers and activities for all the family. At the end of the service people are invited to gather in the Lady Chapel for a short Communion service. In 2024 there were two occasions when we also welcomed families for Baptism during this service which has been a great delight.

In 2024 we held our first Carols in the pub service at the Black Boys Public House. Members of the Aylsham Band came to support as well as our "Find Your Voice" singers with a few guest additions. It was good to work with Matt, the landlord at the pub and to fundraise for Cancer Research. A good number of people came along and the event was considered to be a great success. "Find Your Voice" also went into the Manor Residential Care Home with Rev Julie for carol singing which was very much appreciated by residents and staff alike.



In 2024 we said farewell to Rev Shawn Tomlinson from our team as she took retirement in February 2024. We also welcomed Nonnie Williams as she took time with us during Holy Week and Easter on her discernment placement before then starting her training for ordained ministry and joining us for training in Advent of the same year.

### Coffee Mornings: *Angela Quinn*

10 coffee mornings were held last year in support of a wide variety of charitable causes and well supported by a goodly number of our congregation, townsfolk and visitors, especially during holiday times. The charities supported in 2024 were The Ormiston Trust, (whom we also support with gifts for the children of prisoners in Norwich); the Lent appeal by the bishop of Norwich; North Norfolk support for Ukraine; the Leprosy Mission; Embrace (particularly appropriate this year given the war in Gaza); Young Organists, (including a wonderful

little concert!); Shoeboxes; Christian Aid; Nelson's Journey; FADS. I would like to thank everyone who works so hard to organise and run these events, including of course all the wonderful cake makers!!

Angela is stepping down from organising coffee mornings and we thank her for all her efforts in this role.



### New Brew: *Sally Hildrew*

This has been a successful year with coffee, cake and a listening ear in a friendly, non-threatening space available almost every week.

A founder member, Dona (Payne) has gone back to work, leaving the team with a 'thank you' cake and card, flowers and a gift and much gratitude from us all – we still miss her.

Thankfully we have two new team members, so we can still give time to all those who call in.

We agreed to stay open over the winter, which meant altering our opening times so we can use the lovely warm Molly Long room after Chair Pilates session has finished.

Some people didn't like the confined space, but others have kept coming and numbers are better with a warm room to enjoy!

The newspapers are popular though uptake of craft activities on offer is variable.

Sitting round large tables in the Molly Long room works well, so we plan to continue using some larger tables once it is warm enough to be back under the tower.

### Music and Events: *Clive McCombie*

As in previous years, a varied programme of vocal and instrumental music was presented, covering music from the classical repertoire, from musical theatre and film, barbershop and, for the first time, traditional jazz. 14 concerts were organised and two quizzes were presented by Beverley. Audiences have varied but we have never done worse than break even in individual concerts and have been able to maintain a good, though less well supported, classical music content, which we feel is vitally important going forward. Overall, the concerts have generated £4848 for church funds, not dissimilar to the 2023 season. As ever, I have been indebted to a small loyal band of volunteer helpers on the day and also to a small but discerning and loyal local audience following. Thank you all for your support. Here is to an exciting new future.

Clive is stepping down from his role as Music and Events Organiser at the end of 2024 and we have been extremely grateful for the work that both he and Beverley have undertaken in this role.



## CHOIR: *Harry Macey*

The choir continues its high level of commitment and hard work at rehearsals, Sunday services and special occasions. Choristers' camaraderie and concern for each other are valued qualities of Aylsham choir.

*Find Your Voice* is managed superbly by Matthew Boyd and Mathew Martin. From their hard work we have welcomed several valued new members and are, at present, particularly seeking additional sopranos and tenors.

Hymns, anthems, liturgical and organ music for worship are meticulously planned well in advance. A monthly music-list is posted. Please let Harry have your email address if you would like one sent to you.

Thanks are due to Melanie who does a huge amount of work as choir librarian and robes mistress, and to Sylvia, our Choir Fund treasurer.

The choir enjoyed the hospitality of the vicarage for a BBQ in August plus the annual Choir Dinner at the Skeyton Goat in November. Instead of giving each other Christmas cards in 2024 choristers donated £135 for The Children's Society.

Thank you to all choristers for their commitment.

The **organ** continues to be cared for by Henry Willis & Sons who restored the instrument in 2018-19.

After many months of research I managed to source a replacement for our worn-out Blüthner grand **piano** which was built in 1895 and has given splendid service. The new piano is a boudoir-size British piano made by Challen.



## Facts and Figures

### Occasional offices in 2024

Weddings: 5  
Funerals in church: 13  
Funerals in crematoria: 7  
Baptisms: 8



## CHRISTMAS TREE FESTIVAL: Debbie Graver

The Annual Christmas Tree Festival took place at the end of November and was a real success.

This year we increased the number of trees to 51 including a 'line of faith' outside with trees from other Churches in the town. We also had a concert on the Saturday night with the Cawston Band and the atmosphere was magical. Fundraising significantly increase this year and we were able to pay all the charities participating £117 as well as raising in excess of £600 for the Church from refreshments over the weekend. Thank you to all those on the organising committee and those who volunteered their help over the weekend.



### **Christmas Day Lunch—Rev Canon Julie Boyd**

Offering a Christmas Day lunch in the Town Hall has now become a bit of a fixture in the calendar for Aylsham Parish Church. In 2024 both Waitrose, North Walsham and the Aylsham Round Table contacted us well in advance of the day to offer financial support for this important event and both gave generous grants.

In 2024 we hosted our third Christmas Day Lunch and welcomed 65 people to the Town Hall. The aim of the lunch was to bring together people who would otherwise be on their own or who would struggle to celebrate the day well for a variety of reasons.



We ate fine food, enjoyed music from David Young, saxophonist and watched the King's speech on the big screen together. There was a surprise visit from Father Christmas to whom we are very grateful! There were gifts for all. Thanks were given to David Young, to the Town Council, Coxfords Butchers, Whites Butchers, Tesco, Coop, Paul the Spud man and Easters of Norwich as well as all the amazing volunteers who cooked, decorated, welcomed or who made this event possible by offering gifts and making financial donations.



### **Fabric Report—Matthew Boyd**

**Roof Alarms:** The church roofs alarms are now working and being monitored by a new service provider having been out of action for over 12 months

**Pew Repairs:** A pew door was damaged due to vandalism breaking the Victorian brass hinges on the door. Like for like copies were made and installed in the vandalised door where necessary in other pew doors.

**South Porch Gate Locks:** A new combination lock has been added to the gates making locking and unlocking easier particularly at night.

**Organ Step Installation:** As part of our ongoing focus on health and safety an organ step has been installed by Jeremy Worth to remove the trip hazard posed by the central heating pipes. Recycled timber from an old kneeler was used.

**Fire Risk Assessment:** As part of our fire risk assessment, we have restored access to the external vestry door that was blocked by cupboards. The door can be accessed from the outside so allows alternative access to the vestry/office when services are in progress.

**Net Zero Strategy:** As part of our strategy, we are:

- Conducting an energy audit to identify areas where improvements can be made and implementing accordingly. The church of England is financing an audit for us. We are also expecting a grant of £3000 to help implement any recommendations.
- Investigating the installation of solar panels on sections of the south facing church roof that are not visible from the ground and are permissible with a faculty. The areas identified are behind the castellations at the level of the clearstory on the south side of the church and on the relatively flat section of the roof above the chancel door.
- Investigating battery storage. Our energy use in the church is very variable with heating and lighting required at specific times during the week. To maximise the benefit of any power that is generated locally using solar panels we are considering also storing that power locally.
- Replacing our lighting with LED lighting. This will save a significant amount of energy (approx. 80%) on lighting in the church.
- Considering replacing our current (very old) gas heating system with new more energy efficient systems. This may well be a mix of heating solutions such as infra-red heating in some areas of the church and the possible use of air-based heat pumps for general heating. The exact solution will be finalised after further investigation.
- Applying for grants and seeking funding opportunities to support our net zero strategy rather than a series of one-off improvements.

**Implementation:** Our current thinking is that we replace all church lighting with LED and install solar panels and battery storage in the first phase and tackle the heating in a second phase.

### **Eco Group:** Erica Fisher

Information about different aspects of caring for creation are displayed on the Eco board. Eco hints and tips on living sustainably on the pewsheet each week. aims to present a range of topics and offer positive suggestions for the congregation.

**Churchyard garden:** Abi has worked hard to keep the garden tidy and to continue the ongoing battle with weeds. Wendy Sadler and her team from Aylsham in Bloom have done sterling work together with council groundsmen who have come every few week to install membrane and wood chip covering. Progress on clearing the compost heap, the Installation of the memorial bench and permanent planting have been delayed due to changes at the Town Council.

**Bulb planting:** On 2 November church members donated funds for bulbs to commemorate their past loved ones. Abi and Erica planted 300 bulbs, purple crocuses and white crocuses, snakeshead fritillaries, chionodoxa and scilla.



### **Our Volunteers**

We are extremely fortunate to be supported by many volunteers who undertake numerous tasks within the Church. These include cleaners, readers, intercessors, vergers, lay ministers, choir members, musicians, flower arrangers, charity supporters, those helping with our churchyard cleanup days, stewards, administrators, bellringers, providers of refreshments, helpers at our events, children's workers, administrative staff and our Trustees.

Many put in numerous hours to support our work and we are grateful to each and every one of them.

### **Churchwardens:** Mathew Martin and Mike Graver

It's been a privilege to serve another year as your churchwardens. We would like to thank all those who have participated and joined in various activities in the church. There are too many people to thank you individually but our thanks go to those who steward our services, sides people, all those who provide refreshments, those who read and lead us in prayer for all those who ensure the smooth running of this church. We are very grateful. Amongst our other churchwarden duties here are some achievements over the last year.

- High altar kneelers have been restored
- Church security has been increased with new and repaired locks
- Church noticeboard has been lovingly restored
- The Rectors board has been updated
- Churchwardens board is in the process of being updated
- Carpets have been cleaned and we will endeavour to keep this on a rolling program
- Flooring to the slope in the narthex has been repaired
- Installation of cycle racks at the west end of the church. ( with thanks to the Town Council)
- Purchase of cones to reserve Rector and disabled parking. This should enable us to be more flexible with a limited space for parking at the back of church.

We had the pleasure of meeting the Archdeacon of Lynn with fellow wardens which highlighted the need of safeguarding training and discussions around our Parish Share and discussion about staffing within the Aylsham and District Team Ministry.

We are indebted to Matthew Boyd for all the work he does on our behalf with the fabric to this building and his enthusiastic reports.

We also pass on our thanks to our Rector and her clergy team and we look forward to the opportunity to serve this church in this ancient office once again.



### **Our Clergy and Lay Ministers**

Our clergy and lay ministers work hard to support our mission in Aylsham. We are extremely grateful for the work undertaken by Rev Canon Julie Boyd, Rev Natalie Rees, Fiona Tibbitt and David Martin. We are also supported by a number of retired clergy who undertake services and want to offer our thanks to each and every one of them.

## Children's Work

### First Steps and Make and Take

At Easter time 2024 we said thank you to Tracey Ringwood for all her hard work and support coordinating the craft activities for First Steps and Make and Take. Tracey had decided that she needed to free up her time to focus on other aspects of her working life. We are very grateful to Tracey.

We are also very grateful to Clair Hartigan who has taken up the role of Children and Families worker for our church coordinating the Thursday sessions and also looking at other ways in which we might welcome and support families to our church and help them to find ways of exploring their spiritual lives as well. Clair comes with a lot of experience of working with young families and brings great insight into how to encourage learning for families as they play and talk together.

The work that Clair does is wonderfully supported by a dedicated team of volunteers. The groups continue to thrive with up to 25 toddlers and their families coming to the First Steps group and between 30 and 60 children and their families attending Make and Take every Thursday in term time.

For First Steps the children enjoyed the free time of crafts, toys and refreshments as well as the weekly story time and favourite songs in the Molly Long Room.

For Make and Take the different themes each week give a wonderful variety to the activities on offer. A particular favourite is the ice-cream event at the end of the school year which our local community police always like to attend as well. In 2024 the weather was very kind to us and a lovely time was had by all.

### Pancake party and Light Party

We enjoyed our annual pancake party on Shrove Tuesday with pancake decorating and fun crafts and games to welcome people. On 31<sup>st</sup> October we offered once more our LIGHT PARTY giving families an alternative to trick or treating. The church looked amazing with wonderful light displays. The children made lanterns for the lantern parade, they ate hotdogs, and they joined in with the games and light experiences around the church.



Our work with children and families would not be possible without the help of all our volunteers and we want to say a very big thank you to each and every one.



### Filling the Gap: Rev Canon Julie Boyd

During the Easter and Christmas holidays food and toiletry gift parcels were taken out to 30 local families to help them in the school holidays by giving them an extra boost at these times of celebration. We work closely with our local schools to identify where the need might be and it is very clear by the thank you letters and responses that these gifts make a big difference to the families who receive them.

Our thanks go to all those who gave so generously to this project and also to Tesco who support us every year.



### Foodbank

The Cromer Foodbank provides food parcels for those in need and is open every Monday morning as well as being available when emergencies arise. It is staffed by volunteers and our thanks go to everyone who volunteers or who provides food to make up the parcels.

## Monday Sale

The Monday sale ran from March through to the Autumn and attracted visitors from far and wide. As well as being an excellent source of outreach for the Church through the provision of tea, coffee and conversation, the sale raised £6755 for Church funds from donations for the items which were sold.

This was a significant increase on the previous year. The sale is only possible due to a significant number of volunteers who appear on Sunday evenings to set up and also Monday mornings to provide assistance for the sale. We are extremely grateful to each and every one of them.



## Financial review (previous year in brackets)

The 2024 year-end position can be found on the Statement of Financial Activities and Balance Sheet and is judged to be satisfactory. Some very generous gift-aided donations were received, and payments to charitable causes increased by 27%. Sixty-five charities benefited in total from coffee mornings, concerts, events and appeals including £117 each to forty-seven charities from the Christmas Tree Festival (£93 in 2023 and £20 in 2021).

Total income increased by 32%. There was a nett surplus of £39194 (-£45918) at the year end. The closing balance of funds was £177754 (£138560).

### Unrestricted Finance

**Income** was £173264 (£121753) coming mainly from planned giving £45523 (£40540), collections and generous voluntary donations £77261 (£31172), and £21934 (£16834) Gift Aid Tax was reclaimed. Funds raised from concerts and events, the weekly sale of donated items, and the Churches Trust bike ride, totalled £16745 (£14887).

Statutory fees of £4804 (£6142) were received from twenty funerals (twenty-eight), nine interments (fourteen), five weddings (six), and from banns and monuments.

Other income totalled £6997 (£12178).

**Expenditure** of £123875 (£109152) saw the parish share, £74954 (£65861), increase by 13.8% (5.7%). We always endeavour to pay this in full each year as it contributes towards clergy stipends and housing, parish ministry, and the wider ministry and mission of the diocese. Staffing and support costs were £8024 (£7710), and £4936 (£4451) was allocated to mission and evangelism.

Fundraising costs were £3973 (£3361) and church running costs £19285 (£12546) plus utilities £10299 (£10504). This included £4128 on spent on electric safety checks.

Other miscellaneous expenditure was £2403 (£4719).

The nett income of £50052 (£12601), included £663 raised from the tree festival towards costs, and provided for the Christian ministry of the church. The balance of unrestricted funds was £69186 (£19134) at the year end.

### Restricted Finance

**Income** of £44939 (£43201) came from donations and gift aid £20682 (£18737), grants £1188 (£11690), and fundraising £1814 (£5635).

A pecuniary legacy of £10000 was received into the fabric fund from the estate of the late Mr Ian Cartwright, for which we were most grateful, and this will be used for the LED lighting project.

Bank interest of £2634 (£2289) was received, and the School House rent income was £4620 (£4620).

Other income totalled £4001 (£230)

**Expenditure** of £55134 (£101721) included staffing costs £7745 (£6812), insurance £7015 (£5631), fundraising £2515 (£1544), church running costs £3526 (£2967), mission and evangelism £3615 (£246), with other miscellaneous expenditure of £2143 (£20).

£17922 (£14045) was donated to charities.

Major repairs were carried out on stained-glass windows that had been vandalised £3645 and £7008 on repairs to the old schoolhouse totalling £10653 (£70456).

There was a nett deficit of -£10858 (-£58520) after £663 was transferred to unrestricted funds for light and heat used during the tree festival. The closing balance of restricted funds was £108568 (£119426).

**Reserves** No Reserve Funds or Assets in overseas investment companies or Trusts are held, and there is currently no reserves policy.



## Aims and Purposes

Aylsham Parochial Church Council (PCC) has the responsibility, in cooperation with the incumbent, to promote the whole mission of the Church, pastoral, evangelistic, social, and ecumenical, in the ecclesiastical parish.

## Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and be part of the parish community. It is primarily focussed on the advancement of religion, which is recognised as a charitable purpose having public benefit. All regular public worship is provided free of charge, is not restricted to Church of England adherents, and is available and open to all.

## Trustees

### Ex Officio members:

Incumbent: Reverend Canon Julie Boyd

Curate: Reverend Natalie Rees

Lay Minister: Mrs Fiona Tibbitt

Churchwarden: Mr Mathew Martin

Churchwarden : Mr Michael Graver

Deanery Synod Representative: Mr John Pountain

Deanery Synod Representative: Mr William Fisher (Until Nov 2024)

Deanery Synod Representative: Mrs Debbie Graver (also PCC Secretary)

Deanery Synod Representative: Mr Nick Bolton (From May 24)

### Elected members:

Mrs Mary Elsey (Until May 2024)

Mrs Sylvia Martin (Treasurer)

Mr Clive McCombie (Until May 2024)

Mr Henry Macey

Mr Michael Daniels

Mrs Jenny Cobley

Mr Peter Martin

Mrs Sally Hildrew

Mrs Erica Fisher

Ms Sarah Morter

Mrs Myrtle Chuter

Mrs Penny Bond

Mrs Clair Hartigan (From May 24)

Mrs Jenny Engelsen (From May 24)

Mrs Nonnie Williams (From Nov 24)

## Structure, Governance and Management

Aylsham Parish Church is situated by the Market Place in the centre of town. It is part of the Diocese of Norwich within the Church of England. The correspondence address is Aylsham Parish Church, Market Place, Aylsham, NR11 6EH. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and is registered with the Charity Commission, registration number 1185005.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Michael's our PCC consists of the Rector, Curate, Lay Minister, Churchwardens, Deanery Synod Representatives, and those elected at our Annual General Meeting. All members of the congregation are encouraged to attend the meeting and stand for the PCC. In addition to elected members, the PCC do co-opt members who have a particular skill set which would enhance the PCC.

PCC members are responsible for making decisions on all general matters of importance to the Church including how funds are spent. The PCC is supported by a Fabric Committee which is chaired by our Fabric Officer, a Strategic Resources and Fundraising Committee and an Events officer. Specific projects may also involve the setting up of a committee as was the case with the Christmas Tree Festival. All these groups report back to the full PCC who meet every 2 months with a break during the Summer.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

Signed: Mrs Debbie Graver - PCC Secretary and Trustee

18 March 2025

## **Independent Examiner's Report to the Trustees of Aylsham PCC**

### **Independent examiner's report to the trustees of Aylsham PCC**

I report to the charity trustees on my examination of the accounts of Aylsham PCC (the Trust) for the year ended 31 December 2024.

#### **Responsibilities and basis of report**

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.



#### **Mark Johnstone FCA**

Argents Chartered Accountants  
15 Palace Street  
NORWICH  
Norfolk  
NR3 1RT

Date: 14 May 2025

**FINANCIAL STATEMENT**  
for the year ended 31 December 2024

| STATEMENT OF FINANCIAL ACTIVITIES              | Notes     | Unrestricted Fund | Designated Fund | Restricted Fund | Endowment Fund | Total Y/E 2024 | Total Y/E 2023  |
|------------------------------------------------|-----------|-------------------|-----------------|-----------------|----------------|----------------|-----------------|
|                                                |           | £                 | £               | £               | £              | £              | £               |
| <b>INCOME</b>                                  | <b>A</b>  |                   |                 |                 |                |                |                 |
| <b>Voluntary income</b>                        |           |                   |                 |                 |                |                |                 |
| Tax efficient planned giving                   | 1         | 13,596            | -               | -               | -              | 13,596         | 19,620          |
| Other planned giving                           | 2         | 31,927            | -               | -               | -              | 31,927         | 25,594          |
| Collections at services                        | 3         | 6,943             | -               | -               | -              | 6,943          | 7,123           |
| All other giving and voluntary income          | 4         | 70,318            | -               | 20,114          | -              | 90,432         | 42,183          |
| Gift Aid reclaim                               |           | 21,934            | -               | 568             | -              | 22,502         | 12,764          |
| Legacies received (capital value)              |           | -                 | -               | 10,000          | -              | 10,000         | -               |
| Grant income                                   | 5         | 450               | -               | 1,188           | -              | 1,638          | 14,390          |
| <b>Total of voluntary income</b>               |           | <b>145,168</b>    | <b>-</b>        | <b>31,870</b>   | <b>-</b>       | <b>177,038</b> | <b>121,674</b>  |
| <b>Activities for generating funds</b>         | <b>6</b>  |                   |                 |                 |                |                |                 |
| Gross income from fundraising activities       |           | 16,745            | -               | 1,814           | -              | 18,559         | 20,522          |
| <b>Investment income</b>                       | <b>7</b>  |                   |                 |                 |                |                |                 |
| Dividends, interest, income from property etc. |           | 141               | -               | 7,254           | -              | 7,395          | 7,067           |
| <b>Church activities</b>                       | <b>8</b>  |                   |                 |                 |                |                |                 |
| Statutory fees retained by the PCC             |           | 4,804             | -               | -               | -              | 4,804          | 6,142           |
| Gross income from trading                      |           | 117               | -               | -               | -              | 117            | 115             |
| <b>Other incoming resources</b>                | <b>9</b>  |                   |                 |                 |                |                |                 |
| Other income not already listed                |           | 6,289             | -               | 4,001           | -              | 10,290         | 9,434           |
| <b>Total of other income</b>                   |           | <b>28,096</b>     | <b>-</b>        | <b>13,069</b>   | <b>-</b>       | <b>41,165</b>  | <b>43,280</b>   |
| <b>TOTAL RECEIPTS</b>                          |           | <b>173,264</b>    | <b>-</b>        | <b>44,939</b>   | <b>-</b>       | <b>218,203</b> | <b>164,954</b>  |
| <b>EXPENDITURE</b>                             | <b>B</b>  |                   |                 |                 |                |                |                 |
| <b>Costs of generating funds</b>               | <b>10</b> |                   |                 |                 |                |                |                 |
| Fundraising activities (costs and payments)    |           | 3,973             | -               | 2,515           | -              | 6,488          | 4,904           |
| <b>Church activities</b>                       |           |                   |                 |                 |                |                |                 |
| Diocesan parish share contribution             | 11        | 74,954            | -               | -               | -              | 74,954         | 65,861          |
| Mission giving and donations                   | 12        | -                 | -               | 17,922          | -              | 17,922         | 14,107          |
| Salaries, wages and honoraria                  | 13        | 4,988             | -               | 7,745           | -              | 12,733         | 11,740          |
| Clergy and staffing expenses                   | 14        | 3,036             | -               | -               | -              | 3,036          | 2,782           |
| <b>Church expenses</b>                         |           |                   |                 |                 |                |                |                 |
| Mission and evangelism costs                   | 15        | 4,936             | -               | 3,615           | -              | 8,551          | 4,698           |
| Church running expenses (including Governance) | 16        | 19,285            | -               | 10,541          | -              | 29,826         | 21,143          |
| Church utility bills                           | 17        | 10,299            | -               | -               | -              | 10,299         | 10,504          |
| Cost of trading (bank charges)                 | 18        | 588               | -               | -               | -              | 588            | 600             |
| <b>Major capital expenditure</b>               | <b>19</b> |                   |                 |                 |                |                |                 |
| Major repairs to the church building           |           | -                 | -               | 3,645           | -              | 3,645          | 70,456          |
| Major repairs to hall /other building          |           | -                 | -               | 7,008           | -              | 7,008          | -               |
| New building work                              |           | -                 | -               | -               | -              | -              | -               |
| <b>Other expenditure</b>                       | <b>20</b> |                   |                 |                 |                |                |                 |
| Other payments not already listed              |           | 1,816             | -               | 2,143           | -              | 3,959          | 4,077           |
| <b>TOTAL PAYMENTS</b>                          |           | <b>123,875</b>    | <b>-</b>        | <b>55,134</b>   | <b>-</b>       | <b>179,009</b> | <b>210,872</b>  |
| <b>Net incoming resources before transfers</b> |           | <b>49,389</b>     | <b>-</b>        | <b>(10,195)</b> | <b>-</b>       | <b>39,194</b>  | <b>(45,918)</b> |
| <b>Transfers between funds</b>                 |           | <b>663</b>        | <b>-</b>        | <b>(663)</b>    | <b>-</b>       | <b>-</b>       | <b>-</b>        |
| <b>Balance b/fwd 1 January</b>                 |           | <b>19,134</b>     | <b>-</b>        | <b>119,426</b>  | <b>-</b>       | <b>138,560</b> | <b>184,478</b>  |
| <b>Balances c/fwd</b>                          |           | <b>69,186</b>     | <b>-</b>        | <b>108,568</b>  | <b>-</b>       | <b>177,754</b> | <b>138,560</b>  |

## NOTES TO THE FINANCIAL STATEMENT

### INCOME AND ENDOWMENTS

|                                               |     | Unrestricted<br>Fund<br>£ | Designated<br>Fund<br>£ | Restricted<br>Fund<br>£ | Endowment<br>Fund<br>£ | Total Y/E<br>2024<br>£ | Total Y/E<br>2023<br>£ |
|-----------------------------------------------|-----|---------------------------|-------------------------|-------------------------|------------------------|------------------------|------------------------|
| <b>PLANNED GIVING</b>                         | 1-2 |                           |                         |                         |                        |                        |                        |
| Standing Order - Gift Aided                   | 1   | 12,371                    | -                       | -                       | -                      | 12,371                 | 17,597                 |
| Regular Envelopes - Gift Aided                |     | 1,225                     | -                       | -                       | -                      | 1,225                  | 2,023                  |
| Parish Giving Scheme                          | 2   | 30,967                    | -                       | -                       | -                      | 30,967                 | 24,494                 |
| Standing Order                                |     | 960                       | -                       | -                       | -                      | 960                    | 1,100                  |
|                                               |     | <b>45,523</b>             | -                       | -                       | -                      | <b>45,523</b>          | <b>45,214</b>          |
| <b><u>COLLECTIONS AT SERVICES</u></b>         | 3   |                           |                         |                         |                        |                        |                        |
| Baptism Collections                           |     | 281                       | -                       | -                       | -                      | 281                    | -                      |
| Baptism Collections - Gift Aided              |     | -                         | -                       | -                       | -                      | -                      | -                      |
| Plate Collections                             |     | 5,462                     | -                       | -                       | -                      | 5,462                  | 5,454                  |
| Plate Collections Gift Aided                  |     | 1,054                     | -                       | -                       | -                      | 1,054                  | 1,479                  |
| Wedding and Funeral Collections               |     | 146                       | -                       | -                       | -                      | 146                    | 190                    |
| Wedding and Funeral Collections - Gift Aided  |     | -                         | -                       | -                       | -                      | -                      | -                      |
|                                               |     | <b>6,943</b>              | -                       | -                       | -                      | <b>6,943</b>           | <b>7,123</b>           |
| <b><u>ALL OTHER VOLUNTARY RECEIPTS</u></b>    | 4   |                           |                         |                         |                        |                        |                        |
| Appeals                                       |     | -                         | -                       | 3,430                   | -                      | 3,430                  | 5,752                  |
| Appeals Gift Aided                            |     | -                         | -                       | 655                     | -                      | 655                    | 705                    |
| CAF and GAYE giving                           |     | 80                        | -                       | -                       | -                      | 80                     | 235                    |
| Donations                                     |     | 6,882                     | -                       | 11,652                  | -                      | 18,534                 | 13,697                 |
| Donations - Gift Aided                        |     | 62,322                    | -                       | 4,377                   | -                      | 66,699                 | 21,211                 |
| Wall Boxes and Candlestand                    |     | 1,034                     | -                       | -                       | -                      | 1,034                  | 583                    |
| Legacies                                      |     | -                         | -                       | 10,000                  | -                      | 10,000                 | -                      |
| Gift Aid Reclaim                              |     | 21,934                    | -                       | 568                     | -                      | 22,502                 | 12,764                 |
|                                               |     | <b>92,252</b>             | -                       | <b>30,682</b>           | -                      | <b>122,934</b>         | <b>54,947</b>          |
| <b><u>GRANT INCOME</u></b>                    | 5   |                           |                         |                         |                        |                        |                        |
| Grants - One-Off                              |     | 450                       | -                       | 1,188                   | -                      | 1,638                  | 3,200                  |
| Grants - Recurring                            |     | -                         | -                       | -                       | -                      | -                      | -                      |
| VAT Reclaim (Listed Places of Worship Grant)  |     | -                         | -                       | -                       | -                      | -                      | 11,190                 |
|                                               |     | <b>450</b>                | -                       | <b>1,188</b>            | -                      | <b>1,638</b>           | <b>14,390</b>          |
| <b><u>ACTIVITIES FOR GENERATING FUNDS</u></b> | 6   |                           |                         |                         |                        |                        |                        |
| Churches Trust Bike Ride                      |     | 418                       | -                       | -                       | -                      | 418                    | 321                    |
| Concerts and Events                           |     | 9,572                     | -                       | 1,814                   | -                      | 11,386                 | 14,217                 |
| Other Fundraising                             |     | -                         | -                       | -                       | -                      | -                      | -                      |
| Sale                                          |     | 6,755                     | -                       | -                       | -                      | 6,755                  | 5,984                  |
|                                               |     | <b>16,745</b>             | -                       | <b>1,814</b>            | -                      | <b>18,559</b>          | <b>20,522</b>          |
| <b><u>INVESTMENT INCOME</u></b>               | 7   |                           |                         |                         |                        |                        |                        |
| Dividends and Interest                        |     | 131                       | -                       | 2,634                   | -                      | 2,765                  | 2,437                  |
| Rental income                                 |     | 10                        | -                       | 4,620                   | -                      | 4,630                  | 4,630                  |
|                                               |     | <b>141</b>                | -                       | <b>7,254</b>            | -                      | <b>7,395</b>           | <b>7,067</b>           |
| <b><u>CHURCH ACTIVITIES</u></b>               | 8   |                           |                         |                         |                        |                        |                        |
| Fees - Statutory (weddings, funerals etc.)    |     | 4,804                     | -                       | -                       | -                      | 4,804                  | 6,142                  |
| Non-charitable trading                        |     | 100                       | -                       | -                       | -                      | 100                    | 100                    |
| Use of Church building                        |     | 17                        | -                       | -                       | -                      | 17                     | 15                     |
|                                               |     | <b>4,921</b>              | -                       | -                       | -                      | <b>4,921</b>           | <b>6,257</b>           |
| <b><u>OTHER INCOME</u></b>                    | 9   |                           |                         |                         |                        |                        |                        |
| Children and Families                         |     | 1,262                     | -                       | -                       | -                      | 1,262                  | 2,023                  |
| Church Flowers                                |     | 31                        | -                       | -                       | -                      | 31                     | -                      |
| Church Flowers Gift Aided                     |     | -                         | -                       | -                       | -                      | -                      | 30                     |
| Fees - Additional (heating, interest, choir)  |     | 290                       | -                       | 270                     | -                      | 560                    | 703                    |
| Insurance Claim                               |     | -                         | -                       | 3,145                   | -                      | 3,145                  | -                      |
| Miscellaneous                                 |     | 1,279                     | -                       | 586                     | -                      | 1,865                  | 3,597                  |
| Refreshments                                  |     | 3,427                     | -                       | -                       | -                      | 3,427                  | 3,081                  |
|                                               |     | <b>6,289</b>              | -                       | <b>4,001</b>            | -                      | <b>10,290</b>          | <b>9,434</b>           |

# NOTES TO THE FINANCIAL STATEMENT ctd.

| EXPENDITURE                                   |       | Unrestricted<br>Fund<br>£ | Designated<br>Fund<br>£ | Restricted<br>Fund<br>£ | Endowment<br>Fund<br>£ | Total Y/E<br>2024<br>£ | Total Y/E<br>2023<br>£ |
|-----------------------------------------------|-------|---------------------------|-------------------------|-------------------------|------------------------|------------------------|------------------------|
| <b><u>COST OF GENERATING FUNDS</u></b>        | 10    |                           |                         |                         |                        |                        |                        |
| Concerts and Events                           |       | 3,873                     | -                       | 2,515                   | -                      | 6,388                  | 4,904                  |
| Fund Raising                                  |       | 100                       | -                       | -                       | -                      | 100                    | -                      |
|                                               |       | <b>3,973</b>              | <b>-</b>                | <b>2,515</b>            | <b>-</b>               | <b>6,488</b>           | <b>4,904</b>           |
| <b><u>CHURCH ACTIVITIES</u></b>               | 11    |                           |                         |                         |                        |                        |                        |
| Parish Share                                  |       | <b>74,954</b>             | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>74,954</b>          | <b>65,861</b>          |
| <b><u>MISSION GIVING AND DONATIONS</u></b>    | 12    |                           |                         |                         |                        |                        |                        |
| Charities - Home (UK)                         |       | -                         | -                       | 12,588                  | -                      | 12,588                 | 6,097                  |
| Charities - Overseas                          |       | -                         | -                       | 1,772                   | -                      | 1,772                  | 1,718                  |
| Charities - Secular                           |       | -                         | -                       | -                       | -                      | -                      | 2,963                  |
| Charities - Christian Relief                  |       | -                         | -                       | 3,562                   | -                      | 3,562                  | 3,329                  |
|                                               |       | <b>-</b>                  | <b>-</b>                | <b>17,922</b>           | <b>-</b>               | <b>17,922</b>          | <b>14,107</b>          |
| <b><u>SALARIES, WAGES and HONORARIA</u></b>   | 13    |                           |                         |                         |                        |                        |                        |
| Administrator (Parish/Team)                   |       | -                         | -                       | 7,745                   | -                      | 7,745                  | 6,812                  |
| Salaries                                      |       | -                         | -                       | -                       | -                      | -                      | -                      |
| Support Costs (organists/pianists)            |       | 4,988                     | -                       | -                       | -                      | 4,988                  | 4,928                  |
|                                               |       | <b>4,988</b>              | <b>-</b>                | <b>7,745</b>            | <b>-</b>               | <b>12,733</b>          | <b>11,740</b>          |
| <b><u>CLERGY AND STAFFING COSTS</u></b>       | 14    |                           |                         |                         |                        |                        |                        |
| Clergy Expenses                               |       | 2,663                     | -                       | -                       | -                      | 2,663                  | 2,460                  |
| Computer                                      |       | -                         | -                       | -                       | -                      | -                      | -                      |
| Subscriptions                                 |       | 373                       | -                       | -                       | -                      | 373                    | 322                    |
|                                               |       | <b>3,036</b>              | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>3,036</b>           | <b>2,782</b>           |
| <b><u>CHURCH RUNNING EXPENSES</u></b>         | 15-18 |                           |                         |                         |                        |                        |                        |
| Mission and Evangelism                        | 15    | 3,617                     | -                       | 2,292                   | -                      | 5,909                  | 2,966                  |
| Children and Families                         |       | 1,319                     | -                       | 1,323                   | -                      | 2,642                  | 1,731                  |
| Church Furniture                              |       | 1,598                     | -                       | -                       | -                      | 1,598                  | -                      |
| Churchyard Expenses                           | 16    | 246                       | -                       | -                       | -                      | 246                    | 224                    |
| Cleaning                                      |       | 680                       | -                       | -                       | -                      | 680                    | 576                    |
| Independent Examiner                          |       | 600                       | -                       | -                       | -                      | 600                    | 600                    |
| Insurance                                     |       | 699                       | -                       | 7,015                   | -                      | 7,714                  | 6,305                  |
| Maintenance                                   |       | 6,307                     | -                       | 2,728                   | -                      | 9,035                  | 3,172                  |
| Parish/Team Administration                    |       | 2,004                     | -                       | 623                     | -                      | 2,627                  | 2,273                  |
| Photocopier                                   |       | 2,258                     | -                       | -                       | -                      | 2,258                  | 2,269                  |
| Postage                                       |       | 494                       | -                       | 17                      | -                      | 511                    | 615                    |
| Printing                                      |       | 1,089                     | -                       | -                       | -                      | 1,089                  | 1,487                  |
| Stationery                                    |       | 787                       | -                       | -                       | -                      | 787                    | 872                    |
| Security                                      |       | 297                       | -                       | -                       | -                      | 297                    | 673                    |
| Service Costs                                 |       | 2,226                     | -                       | 158                     | -                      | 2,384                  | 2,077                  |
| Gas and Electricity                           | 17    | 9,791                     | -                       | -                       | -                      | 9,791                  | 10,115                 |
| Water                                         |       | 508                       | -                       | -                       | -                      | 508                    | 390                    |
| Bank charges                                  | 18    | 588                       | -                       | -                       | -                      | 588                    | 600                    |
|                                               |       | <b>35,108</b>             | <b>-</b>                | <b>14,156</b>           | <b>-</b>               | <b>49,264</b>          | <b>36,945</b>          |
| <b><u>MAJOR CAPITAL EXPENDITURE</u></b>       | 19    |                           |                         |                         |                        |                        |                        |
| Church - Major Repairs and Decorations        |       | -                         | -                       | 3,645                   | -                      | 3,645                  | 70,456                 |
| Hall/Other Buildings - Major Repairs and Decs |       | -                         | -                       | 7,008                   | -                      | 7,008                  | -                      |
|                                               |       | <b>-</b>                  | <b>-</b>                | <b>10,653</b>           | <b>-</b>               | <b>10,653</b>          | <b>70,456</b>          |
| <b><u>OTHER EXPENDITURE</u></b>               | 20    |                           |                         |                         |                        |                        |                        |
| Church Flowers                                |       | 67                        | -                       | -                       | -                      | 67                     | 137                    |
| Gifts and Grants                              |       | 205                       | -                       | 850                     | -                      | 1,055                  | 560                    |
| Miscellaneous                                 |       | 604                       | -                       | 1,293                   | -                      | 1,897                  | 2,461                  |
| Refreshments                                  |       | 940                       | -                       | -                       | -                      | 940                    | 919                    |
|                                               |       | <b>1,816.00</b>           | <b>-</b>                | <b>2,143.00</b>         | <b>-</b>               | <b>3,959.00</b>        | <b>4,077.00</b>        |

# Aylsham PCC

## BALANCE SHEET for the year ended 31 December 2024

|                                                 |       | 2024           | 2023           |
|-------------------------------------------------|-------|----------------|----------------|
|                                                 | Notes | £              | £              |
| <b>Current assets</b>                           | D     |                |                |
| Debtors and prepayments                         |       | 6,534          | 9,468          |
| Cash at bank and in hand                        |       | 125,481        | 84,047         |
| Short-term deposits                             |       | 52,608         | 52,552         |
|                                                 |       | <u>184,623</u> | <u>146,067</u> |
| <b>Current liabilities</b>                      |       |                |                |
| Creditors - amounts falling due within one year |       | 6,869          | 7,507          |
| <b>Net current assets</b>                       |       | <u>177,754</u> | <u>138,560</u> |
| <b>Total net assets</b>                         |       | <u>177,754</u> | <u>138,560</u> |
| <b>Represented by Parish Funds</b>              |       | <b>2024</b>    | <b>2023</b>    |
| Unrestricted                                    | E     | 69,186         | 19,134         |
| Restricted                                      | G     | 108,568        | 119,426        |
|                                                 |       | <u>177,754</u> | <u>138,560</u> |

The financial statements were approved by the board of Trustees on 18 March 2025 and were signed on it behalf by:

.....  
Mrs Debbie Graver - Trustee

# Aylsham PCC

## 1. Fund movement - current year

### PARISH FUNDS DETAILS for the year ended 31 December 2024

| <b>E. Unrestricted</b>    | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
|---------------------------|------------------|-----------------|------------------|------------------|------------------|
| Cash in Hand              | 11               | 13              | -                | -                | 24               |
| General Account           | 19,122           | 173,250         | (123,874)        | 663              | 69,161           |
|                           | <b>19,133</b>    | <b>173,263</b>  | <b>(123,874)</b> | <b>663</b>       | <b>69,185</b>    |
| <b>G. Restricted</b>      | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
| Fabric Fund               | 57,358           | 16,335          | (12,647)         | -                | 61,046           |
| Choir Account             | 3,703            | 908             | (1,467)          | -                | 3,144            |
| Charities Fund            | 1,772            | 23,021          | (23,580)         | (663)            | 550              |
| Liz Jones Youth           | 2,341            | 56              | -                | -                | 2,397            |
| Pop, Corn and Grace Radio | 79               | -               | -                | -                | 79               |
| School House Trust        | 17,591           | 4,620           | (7,750)          | -                | 14,461           |
| Mercers' Grant            | 35,370           | -               | (9,691)          | -                | 25,679           |
| Church Community Fund     | 1,213            | -               | -                | -                | 1,213            |
|                           | <b>119,427</b>   | <b>44,940</b>   | <b>(55,135)</b>  | <b>(663)</b>     | <b>108,569</b>   |
| <b>Total Parish Funds</b> | <b>138,560</b>   | <b>218,203</b>  | <b>(179,009)</b> | <b>-</b>         | <b>177,754</b>   |

### NOTES TO DESIGNATED AND RESTRICTED PARISH FUNDS

Fabric Fund restricted to repairs and maintenance of the church fabric, including insurance.

Choir Fund restricted to choir items at the discretion of the Director of Music.

Charities Fund restricted to charitable income and donations.

Liz Jones Youth Fund restricted to benefit the young people of Aylsham.

Pop, Corn and Grace Radio Fund restricted to production costs of a Festival Radio Station.

School House Trust restricted to property maintenance funded from rent received (formerly educational and youth support worker).

Mercers Grant restricted to Team Administrator employment, and costs of Children and Families work at the discretion of the Rector.

Church Community Fund restricted to church and local community projects at the discretion of the Trustees.

# Aylsham PCC

## 1. Fund movement - Comparative year 2023

### PARISH FUNDS DETAILS for the year ended 31 December 2023

| <b>E. Unrestricted</b>    | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
|---------------------------|------------------|-----------------|------------------|------------------|------------------|
| Cash in Hand              | 19               | (8)             | -                | -                | 11               |
| General Account           | 6,513            | 121,761         | (109,152)        | -                | 19,122           |
|                           | <b>6,532</b>     | <b>121,753</b>  | <b>(109,152)</b> | <b>-</b>         | <b>19,133</b>    |
| <b>G. Restricted</b>      | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
| Fabric Fund               | 69,165           | 2,256           | (14,063)         | -                | 57,358           |
| Choir Fund                | -                | 3,703           | -                | -                | 3,703            |
| Charities Funds           | 482              | 16,899          | (15,609)         | -                | 1,772            |
| Liz Jones Youth           | 2,308            | 33              | -                | -                | 2,341            |
| Pop, Corn and Grace       | 79               | -               | -                | -                | 79               |
| School House Trust        | 13,587           | 4,620           | (616)            | -                | 17,591           |
| Mercers Grant             | 43,138           | -               | (7,768)          | -                | 35,370           |
| Church Community Fund     | 1,213            | -               | -                | -                | 1,213            |
| Bells Fund                | 47,976           | 15,690          | (63,666)         | -                | -                |
|                           | <b>177,948</b>   | <b>43,201</b>   | <b>(101,722)</b> | <b>-</b>         | <b>119,427</b>   |
| <b>Total Parish Funds</b> | <b>184,480</b>   | <b>164,954</b>  | <b>(210,874)</b> | <b>-</b>         | <b>138,560</b>   |

## GENERAL NOTES

### 2. ACCOUNTING POLICIES

The financial statement has been prepared in accordance with Church Accounting Regulations 2006 and in accordance with applicable UK accounting standards and the Charities Statement of Recommended Practice 2015, Accounting and Reporting by Charities and applicable accounting standard FRS 102.

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

#### STATEMENT OF FINANCIAL ACTIVITIES

##### A. INCOMING RESOURCES

Planned giving, collections and similar donations are recognised when received.

Income tax recoverable on gift aid donations is recognised when the incoming resource to which it relates is received.

Grants and legacies are accounted for when the PCC is notified of its entitlement and the amount due, and is reasonably certain of its ultimate receipt.

Dividends are accounted for when declared receivable, and interest as and when accrued by the payer.

Rental income and other items spanning financial years are accounted for, pro-rata, in the years to which they refer.

All incoming resources are accounted for gross.

##### B. RESOURCES EXPENDED

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is accounted for when due.

Insurance and other items spanning financial years are accounted for, pro-rata, in the years to which they refer.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### BALANCE SHEET

##### C. FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

No value is placed on moveable church furnishings held by the incumbent and churchwardens on special trust for the PCC, which require a faculty for disposal, since the PCC considers this to be an inalienable property, listed in the church's inventory, which can be inspected at any reasonable time.

Fixed assets are not valued in the financial statements as all such items are deemed to be completely de-valued at the time of acquisition.

##### D. CURRENT ASSETS AND LIABILITIES

Debtors are accruals of receipts to the current financial statement that are outstanding with the bank at the year end, and the prepayment of expenditure that relates to future years.

Creditors are accruals of payments to the current financial statement that are outstanding with the bank at the year end, and prepayment of income that relates to future years.

Deposit funds are with the CCLA CBF Church of England Deposit Fund.

#### FUND ACCOUNTING

E. Unrestricted funds are freely available to be used for any general purpose within the charitable aims and objectives of the church, on application to and at the discretion of the Trustees.

F. Designated funds are set aside out of unrestricted funds for any purpose specified by the Trustees. These funds remain unrestricted and may subsequently be reallocated for other uses or returned to general unrestricted funds by the Trustees.

G. Restricted funds are monies given, collected or donated for a specific purpose. They must only be used for the purpose in which they were given or raised. Any restrictions placed on gifts would be considered by the PCC before being accepted.

### 3. EMPLOYEES

The average monthly number of employees during the year is: 1

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

|                                 | 2024  | 2023  |
|---------------------------------|-------|-------|
| Number of employees             | 1     | 1     |
| Employment costs                | £     | £     |
| Salaries Gross                  | 7,411 | 6,525 |
| Employer pension                | 296   | 261   |
| Employer pension life assurance | 37    | 33    |
|                                 | 7,744 | 6,819 |

### 4. TRUSTEES

As the parish organist, Mr H C Macey, a member of the PCC, has been paid

3,788    honorarium/copyright fees during the year.

As deputy organist/pianist, Mr M R Martin, a member of the PCC, has received

405    in fees during the year.

No other payments or expenses were paid to any other PCC member, persons closely connected to them, or related parties.

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# Accounts

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**REGISTERED CHARITY NUMBER: 1185005**

**Report of the Trustees and Financial Statements  
for the Year Ended 31 December 2023  
for**

**Aylsham PCC**



Aylsham Parish Church  
Registered Charity No. 1185005

# Annual Report

## 2023

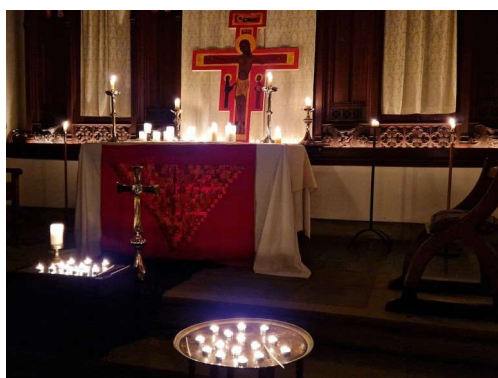
### **Worship:** *Rev Canon Julie Boyd*

In 2023 there was a change in our clergy staffing numbers, reducing the number of clergy from 3.5 to 2. This led to the churches in our team needing to embrace a new pattern of worship so that the clergy and lay ministers could more easily cover the geography and help all the churches continue to meet for worship on a regular basis.

For Aylsham Church this meant a change in service time for the main service in church. Previously with a start time of 10:15 we then moved to an 11am start time. Our thanks were extended to all members of the congregation for their understanding and support with this including the vergers, stewards, refreshments team, camera operators, readers, intercessors, organist, choir and bell ringers and all those who support our worship in different ways.

Another significant change to our worship in 2023 was the introduction of Taize services on an occasional basis with the support of Find Your Voice and friends. The services are very prayerful and peaceful and it has been really encouraging to see new people coming along to join us for these services.

Also in June 2023 we introduced a new style of worship on the 4<sup>th</sup>



Sunday of the month called Breakfast Church@Ten. People are welcomed into church and offered a continental style breakfast which they enjoy seated at tables arranged around the font and under the tower at the west end of the church. Worship is led from the font so that all can see and be involved. There are songs (both hymns and worship songs), story, prayers and activities for all the family. Some months we have welcomed visitors and new people to the church and other months it is more a gathering of regular church goers. At the end of the service people are invited to gather in the Lady Chapel for a short Communion service. The start of Breakfast Church@Ten has been a delight.

In addition to our regular services of Holy Communion and Morning Prayer we have also had special services for A Quiet Christmas, ACT memorial service, Carol Service, Advent Service, All Souls, Remembrance Sunday, Harvest Service, Christingle and special services as we welcome visitors, support charitable works and celebrate significant events in the town such as the Coronation Service and the Service as we rededicated the Aylsham Bells on their return to the tower after repair and retuning.

Also in 2023 we celebrated with Rev Natalie Rees her ordination to the priesthood at Norwich Cathedral on July 1<sup>st</sup> and we also said farewell to Rev Tony Lynn from our team as he took retirement in October 2023.



### Coffee Mornings: Angela Quinn

It was good in 2023 to be able to welcome a wide range of charities into our lovely church on the 1st Saturday of most months of the year, giving them the opportunity to raise money but also to welcome many people to come together for a sociable and enjoyable time over coffee (and, of course, some delicious cake). Amongst the charities supported were children's church, Prostate Cancer, Christian Aid, Leprosy Mission, the Diocesan Lent Appeal, Young Organists (including a magnificent concert!), Shoebox Appeal, Nelson's Journey, and most spectacularly of all, North Norfolk Aid for Ukraine. The organisers of the charity were there to talk about their experiences delivering aid which was extremely interesting and moving. We have a wonderful range of mornings booked through from March to December in 2024, and I would like to thank everyone who works so hard to put them on and all those many people who support them



### New Brew: Sally Hildrew

New Brew celebrated its 6<sup>th</sup> birthday this year.

With increased attendance, an additional team member on a regular basis would enable us to be better hosts. Changes like flowers on the tables, providing newspapers, colouring and crafts, have made the café much more welcoming.

We held displays of old household objects and coronation memorabilia and played 78s on a wind-up gramophone, all of which people found interesting and enjoyable. Our Macmillan Coffee morning raised an amazing £415.

Recently, people have seemed comfortable just chatting amongst themselves or with New Brew team members, so quite often nobody tries the craft activity.

Having heating is wonderful but it's inadequate in mid-winter, so we closed again until March 1<sup>st</sup>.

Do call in one Friday morning to see what happens and if you know anyone who is lonely or isolated, please invite them or better still bring them along.

### Music and Events: Clive McCombie

The 2023 season was very busy with a total of 16 events – 13 musical and 3 illustrated talks/quizzes. The season had to be fitted into the April – September period because of the costs associated with heating the church in winter. The programme was varied, ranging from Organ Recitals to a Flute Choir, a Male Voice Choir to a Wind Band. We also continued our support for promising young amateur musicians with the Young Organists' Platform and the Academy of St Michael's. Particularly popular concerts were given by the past and present pupils of Aylsham High School, the Vocalights Community Choir and a Gilbert and Sullivan Concert given by the Wandering Minstrels. The season grossed around £5,000 for church funds, reinforced the church as a community resource and contributed to its wider outreach. A willing and hard-working band of volunteers made it all possible. In 2024, we have organised another April – September season of some 13 events and look forward to welcoming audiences to our performing space.

### **CHOIR:** *Harry Macey*

The choir continues its high level of commitment and hard work at rehearsals, Sunday services and special occasions. Choristers' camaraderie and concern for each other are special virtues of Aylsham choir.

*Find Your Voice* is managed superbly by Matthew Boyd and Mathew Martin. From their hard work we have recruited several valued new members and are, at present, particularly seeking new sopranos and tenors.

Thanks to Melanie who does a huge amount of work as choir librarian and robes mistress, and to Sylvia, our Choir Fund treasurer.

Hymns, anthems, liturgical and organ music for worship are meticulously planned well in advance. A monthly music-list is posted. Please let Harry have your email address if you would like one sent to you.

The choir enjoyed the hospitality of the vicarage for a BBQ in July plus the annual Choir Dinner at the Skeyton Goat in November. Instead of giving each Christmas cards choristers donated £138 to The Children's Society in 2023.

Thank you to all choristers for their commitment.

The organ continues to be cared for by Henry Willis & Sons who restored the instrument in 2018-19.

Mathew Martin adds:

The choir, clergy and congregation owe much gratitude to Harry for his skills, talents and teaching shared with us through his role as Organist and Choir Director, that enhance our worship in Aylsham"



### **Christmas Tree Festival:** *Debbie Graver*

The annual Christmas Tree Festival was organised by a new committee following Angela's well earned retirement after many successful years running the Festival. We had 42 trees in the Church each decorated by a different charity and this year welcomed several new charities to the Festival. This year we also had each tree sponsored by a local



organisation which helped increase the funds received by the charities. We are extremely grateful to all our generous sponsors. We also ran a raffle over the weekend and offered lunches and afternoon teas for our visitors. The Church looked beautiful and

attracted many visitors over the weekend. Fundraising was successful as well with each of the participating charities receiving £92.75. The refreshments also raised £644.22 for the Church and we also raised £125 from an online auction for a giant teddy bear which went to EACH.

Thank you to all our sponsors, tree decorators, helpers and the committee for organising such a successful festival.



## Fabric—Matthew Boyd



**APRIL** – On the 14<sup>th</sup> April we had our new flag pole installed ready for the coronation of King Charles III on the 6<sup>th</sup> May. Following official protocol, a new Norwich Diocesan Flag of Saint George was raised at exactly 8:00 AM on Friday the 5<sup>th</sup> May by our tower captain Mike Cocker for the coronation weekend.

**MAY** – Swift Boxes were installed against the louvres in the north side of the bell chamber with an electronic swift caller fitted to attract swifts to the new site. No swifts took up residence in the first year which wasn't unexpected but as soon as the first do start nesting we hope the colony will grow quickly.

**JUNE** – The quinquennial report was received with no immediate actions identified for our church. The recommendations have since been reviewed by the fabric committee.

**JULY** – New digital wireless microphones were installed to remove the problems of interference we were experiencing with the old microphones. We now have 3 wireless lapel microphones, a handheld wireless microphone, a new microphone in the pulpit as well as the existing lectern microphone, a wireless analogue unit for plugging into phones and laptops and sockets at the front and back of the church also for use with phones/PCs.



**AUGUST** – Our repaired and retuned bells were installed over a period of 8 days with huge help from church volunteers. On Monday the 14<sup>th</sup> August the bells were lined up along the south aisle with the largest, the tenor bell suspended a few inches off the floor below the tower at the back of the church. The bells were decorated with flowers ready for a service of blessing by the Very Reverend Dr Andrew Braddock Dean of Norwich. The church was full for this very special service. The first test ring of all ten bells was on Thursday the 24<sup>th</sup> August as part of the final installation check. The whole of the bells project has been warmly embraced by the local community. The bells were first rung for a service on Sunday 17<sup>th</sup> September.

**OCTOBER** – additional security cameras were installed at various points in the church and have already proved to be useful in monitoring our open church.



## Christmas Day Lunch—Rev Canon Julie Boyd

On Christmas Day Aylsham Parish Church welcomed 50 people to the Town Hall for a Christmas Lunch, offered free to local people who would otherwise be on their own for the celebration.

We ate fine food, enjoyed music from David Young, saxophonist and watched the King's speech on the big screen together. There were gifts for all. Thanks were given to David Young, to Charlie Hodson, the Coop, the Town Council, Coxfords Butchers, Whites Butchers, Cheese Truckle, Crown Supplies and Pilgrim Foods as well as all the volunteers who made this possible and all those who offered gifts and made financial donations.



This is the second year running that we have supported people in this way at Christmas time. It is one way in which we seek to support people in the community and to combat social isolation.

### **Coronation Weekend: Rev Canon Julie Boyd**

On 7<sup>th</sup> May 2023 there was a special celebration Service of Holy Communion in Aylsham Parish Church for the Coronation celebrations. It was followed by a picnic lunch in the churchyard with crafts and games for children and adults alike. We all enjoyed the fabulous photo booth where regal photographs were taken. The event was a great celebration and lots of fun for all. A big thank you to all those who took part and supported this event.



### **Our Volunteers**

We are extremely fortunate to be supported by many volunteers who undertake numerous tasks within the Church. These include cleaners, readers, intercessors, vergers, lay ministers, choir members, musicians, flower arrangers, charity supporters, those helping with our churchyard cleanup days, stewards, administrators, bellringers, providers of refreshments, helpers at our events, children's workers, stewards, administrative staff and our Trustees. Many put in numerous hours to support our work and we are grateful to each and every one of them.

### **Filling the Gap: Rev Canon Julie Boyd**

Food and toiletry parcels were delivered to local families during the school holidays. Parcels went out to between 20 and 25 families in the Easter, Summer and Christmas holidays to give a boost to those families who need a bit of support in this way. Donations have been received from Tesco, the Co-op and from members of the church and community to support this ongoing project. The local schools are very helpful in identifying where the need might be and there have been many messages received from the families to say what a difference this makes to them.



### **Our Clergy and Lay Ministers**

Our clergy and lay ministers work hard to support our mission in Aylsham. We are extremely grateful for the work undertaken by Rev Canon Julie Boyd, Rev Natalie Rees, Fiona Tibbitt and David Martin. We are also supported by a number of retired clergy who undertake services and want to offer our thanks to each and every one of them.

## Children's Work

### A welcome to schools and uniformed youth organizations

We enjoy our strong links to all our schools, taking assemblies and collective worship in the schools and in the church and welcoming schools into church for their special celebration services especially at Easter, Harvest and Christmas. In 2023 Rev Julie and Rev Natalie organised a day of prayer stations at St Michael's CofE VA Primary and Nursery School. Each class had a time slot to come and experience prayer in a new way, something they engaged in fully.



When the church bells were taken out of the church for restoration in March 2023 we organised for groups of children from our schools to come along for a bells experience, seeing a bell being lowered, ringing on the mini ring and doing some craft activities as well.



We also enjoyed welcoming some of our Uniformed Youth Organisations into the church to do their faith badges.

### First Steps and Make and Take

In February 2023 First Steps Parent and Toddler Group and Make and Take After School Club were relaunched with a new team. Tracey Ringwood very generously stepped in to coordinate the crafts for the groups and with the support of a wonderful and dedicated team of volunteers the groups continued to thrive with up

to 25 toddlers and their families coming to the First Steps group and approximately 55 children and their families attending Make and Take every Thursday in term time.



For First Steps the children enjoyed the free time of crafts, toys and refreshments as well as the weekly story time and favourite songs in the Molly Long Room.

For Make and Take the different themes each week gave a wonderful variety to the activities on offer. There was a special Dino Day event supporting CONTACT who help disabled children and their families.

There was also a special session celebrating the Coronation in May 2023.



### Pancake party and Light Party

We enjoyed our annual pancake party on Shrove Tuesday with pancake decorating and fun crafts and games to welcome people. On 31<sup>st</sup> October we offered once more our LIGHT PARTY giving families an alternative to trick or treating. The church looked amazing with wonderful light displays. The children made lanterns for the lantern parade, they ate hotdogs and they joined in with the games and light experiences around the church.

## Eco Team : Bill and Erica Fisher

There was an eco service at Breakfastchurch@10. In cooperation with Aylsham Climate Emergency group, a multipurpose recycling bin (black) has been placed alongside other bins outdoors. New cycle racks have been installed and are in regular use. Two hundred crocus bulbs have been planted, and bluebells and primroses by the insect hotel. The Council, Aylsham in Bloom, and the church are working together to create a quiet area with seating. We continue to encourage church members to adopt ecologically sound lifestyle choices through the eco space in the pew sheet and the notice board. Environmentally sound cleaning materials and hand-wash are in use in the kitchen, reducing plastic waste by refilling containers. We have held churchyard clear-up days. As well as being enjoyable for the participants, passers-by have taken an interest both in what we're doing and why it is being done.

### Monday Sale

The Monday sale ran from March through to the Autumn and attracted visitors from far and wide with regular visitors coming from Wroxham, Dereham and Norwich. As well as being an excellent source of outreach for the Church through the provision of tea, coffee and conversation, the sale raised £5,984 for Church funds from donations for the items which were sold. The sale is only possible due to a significant number of volunteers who appear on Sunday evenings to set up and also Monday mornings to provide assistance for the sale. We are extremely grateful to each and every one of them.

### Facts and Figures

Occasional offices in 2023

Weddings 6

Funerals 17 in church and 11 in crematoria

Baptisms 10

### Foodbank

The Cromer Foodbank provides food parcels for those in need and is open every Monday morning as well as being available when emergencies arise. It is staffed by volunteers and our thanks go to everyone who volunteers or who provides food to make up the parcels.

### Financial review: *Sylvia Martin*

All details can be found in the Statement of Financial Activities, and the year-end position in the balance sheet. Despite generous donations being received and a very successful, reorganised Christmas Tree Festival that saw forty charities and the church receive a share of the £5898 raised, total income increased by just 0.44%, as the previous year included a generous legacy.

#### Unrestricted Finance

Receipts included £40540 planned giving, an increase of 5% as people switched from standing order and weekly envelope to the Parish Giving Scheme, along with new donors.

£31172 came from collections and other voluntary donations, and £16834 from Gift Aid tax. We were also very thankful to receive an energy grant of £2700 from the diocese towards utility costs of £10504.

Fundraising realised £8582 from concerts and events, £5984 from weekly sale donations, and £321 from the Churches Trust bike ride, totalling £14887. Fundraising expenditure was £3361.

£6142 was received from statutory fees for twenty-eight funerals, fourteen interments, six weddings, one reading of banns, and seventeen monuments.

Other miscellaneous income was £9478 and church running costs £12546 excluding utilities.

The £65861 parish share contribution to the diocese had increased by 5.7% and largely provided for clergy stipends and housing, the cost of parish ministry, as well as contributing to the wider ministry and mission of the diocese. Staffing and support cost was £7710, and mission and evangelism £4451.

Other miscellaneous expenditure was £4719.

Unrestricted receipts totalled £121753, and expenditure £109152, providing for the Christian ministry of Aylsham Parish Church. The closing balance of unrestricted funds was £19134.

#### Restricted Finance

Restricted income for charitable causes came from £10430 in donations plus £604 gift aid tax, £5635 from concerts and events, and £230 from children's groups. After concert and event costs of £1543, charities received £14065 with a remainder of £1291 for future distribution to any in need.

The bells fund received final donations of £4000 plus £11690 in grants; £67140 was paid for the repair bringing the restoration project to a successful completion, with joyful celebrations as once again the church bells rang out across the town. An audio radio system costing £3317 was also installed providing a much-needed sound improvement.

Bank interest of £2289 was received, while the School House rent provided an income of £4620.

The choir account balance of £3703 was donated into the PCC account due to banking difficulties.

Other restricted expenditure was £7522 staffing costs, £5631 insurance, and £2257 maintenance, with other miscellaneous restricted expenditure of £246.

Restricted receipts totalled £43201, and expenditure £101721. The closing balance of restricted funds was £119426.



## Aims and Purposes

Aylsham Parochial Church Council (PCC) has the responsibility, in cooperation with the incumbent, to promote the whole mission of the Church, pastoral, evangelistic, social, and ecumenical, in the ecclesiastical parish.

## Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and be part of the parish community. It is primarily focussed on the advancement of religion, which is recognised as a charitable purpose having public benefit. All regular public worship is provided free of charge, is not restricted to Church of England adherents, and is available and open to all.

## Trustees

### Ex Officio members:

Incumbent: Reverend Canon Julie Boyd

Curate: Reverend Natalie Rees

Lay Minister: Mrs Fiona Tibbitt (from May 2023)

Churchwarden: Mr Mathew Martin

Churchwarden : Mr Michael Graver (From May 2023)

Deanery Synod Representative: Mrs Fiona Tibbitt (until May 2023)

Deanery Synod Representative: Mrs Valerie Root (Until May 2023)

Deanery Synod Representative: Mr John Pountain (From May 2023)

Deanery Synod Representative: Mr William Fisher (From May 2023)

Deanery Synod Representative – Mrs Debbie Graver (also PCC Secretary)

### Elected members:

Mrs Mary Elsey

Mrs Sylvia Martin (Treasurer)

Mr Clive McCombie

Mrs Angela Quinn (until May 2023)

Mr Henry Macey

Mr Michael Daniels

Mrs Jenny Cobley

Mr Peter Martin

Mrs Sally Hildrew

Mrs Erica Fisher

Ms Sarah Morter (From May 2023)

Mrs Myrtle Chuter

Mrs Penny Bond

## Structure, Governance and Management

Aylsham Parish Church is situated by the Market Place in the centre of town. It is part of the Diocese of Norwich within the Church of England. The correspondence address is Aylsham Parish Church, Market Place, Aylsham, NR11 6EH. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and is registered with the Charity Commission, registration number 1185005.

The method of appointment of PCC members is set out in the Church Representation Rules. At St Michael's our PCC consists of the Rector, Curate, Churchwardens, Deanery Synod Representatives, and those elected at our Annual General Meeting. All members of the congregation are encouraged to attend the meeting and stand for the PCC. In addition to elected members, the PCC do co-opt members who have a particular skill set which would enhance the PCC.

PCC members are responsible for making decisions on all general matters of importance to the Church including how funds are spent. The PCC is supported by a Fabric Committee which is chaired by our Fabric Officer, a Strategic Resources and Fundraising Committee and an Events officer. Specific projects may also involve the setting up of a committee as was the case with the Christmas Tree Festival. All these groups report back to the full PCC who meet every 2 months with a break during the Summer.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

We hold no Reserve Funds or Assets in overseas investment companies or Trusts, and we do not currently hold a reserves policy.

Signed: Reverend Canon Julie Boyd

10 June 2024

## **Independent Examiner's Report to the Trustees of Aylsham PCC**

### **Independent examiner's report to the trustees of Aylsham PCC**

I report to the charity trustees on my examination of the accounts of Aylsham PCC (the Trust) for the year ended 31 December 2023.

### **Responsibilities and basis of report**

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.



### **Mark Johnstone FCA**

Argents Chartered Accountants  
15 Palace Street  
NORWICH  
Norfolk  
NR3 1RT

Date: 13 June 2024

# Aylsham PCC

Charity Commission Registration 1185005

## FINANCIAL STATEMENT for the year ended 31 December 2023

| STATEMENT OF FINANCIAL ACTIVITIES               | Notes    | Unrestricted Fund | Designated Fund | Restricted Fund | Endowment Fund | Total TD 2023  | Total Y/E 2022 |
|-------------------------------------------------|----------|-------------------|-----------------|-----------------|----------------|----------------|----------------|
|                                                 |          | £                 | £               | £               | £              | £              | £              |
| <b>INCOME AND ENDOWMENTS</b>                    | <b>A</b> |                   |                 |                 |                |                |                |
| <b>Voluntary income</b>                         |          |                   |                 |                 |                |                |                |
| Tax efficient planned giving                    | 1        | 38,315            | -               | -               | -              | 38,315         | 37,478         |
| Other planned giving                            | 2        | 2,225             | -               | -               | -              | 2,225          | 1,200          |
| Collections at services                         | 3        | 7,123             | -               | -               | -              | 7,123          | 6,051          |
| All other giving & voluntary income             | 4        | 24,049            | -               | 18,133          | -              | 42,183         | 26,364         |
| Gift Aid reclaim                                |          | 16,834            | -               | 604             | -              | 17,438         | 15,731         |
| Legacies received (capital value)               |          | -                 | -               | -               | -              | -              | 21,600         |
| Grant income                                    | 5        | 2,700             | -               | 11,690          | -              | 14,390         | 8,041          |
| <b>Total of voluntary income</b>                |          | <b>91,246</b>     | <b>-</b>        | <b>30,427</b>   | <b>-</b>       | <b>121,674</b> | <b>116,466</b> |
| <b>Activities for generating funds</b>          | 6        |                   |                 |                 |                |                |                |
| Gross income from fundraising activities        |          | 14,887            | -               | 5,635           | -              | 20,522         | 17,202         |
| <b>Investment income</b>                        | 7        |                   |                 |                 |                |                |                |
| Dividends, interest, income from property etc.  |          | 158               | -               | 6,909           | -              | 7,067          | 5,394          |
| <b>Church activities</b>                        | 8        |                   |                 |                 |                |                |                |
| Statutory fees retained by the PCC              |          | 6,142             | -               | -               | -              | 6,142          | 4,630          |
| Gross income from trading                       |          | 115               | -               | -               | -              | 115            | 950            |
| <b>Other incoming resources</b>                 | 9        |                   |                 |                 |                |                |                |
| Other income not already listed                 |          | 9,205             | -               | 230             | -              | 9,434          | 15,898         |
| <b>Total of other income</b>                    |          | <b>30,507</b>     | <b>-</b>        | <b>12,773</b>   | <b>-</b>       | <b>43,280</b>  | <b>44,074</b>  |
| <b>Total incoming resources</b>                 |          | <b>121,753</b>    | <b>-</b>        | <b>43,201</b>   | <b>-</b>       | <b>164,954</b> | <b>160,540</b> |
| <b>EXPENDITURE</b>                              | <b>B</b> |                   |                 |                 |                |                |                |
| <b>Costs of generating funds</b>                | 10       |                   |                 |                 |                |                |                |
| Fundraising activities (costs and payments)     |          | 3,361             | -               | 1,543           | -              | 4,904          | 4,727          |
| <b>Church activities</b>                        |          |                   |                 |                 |                |                |                |
| Diocesan parish share contribution              | 11       | 65,861            | -               | -               | -              | 65,861         | 62,313         |
| Mission giving & donations                      | 12       | 62                | -               | 14,045          | -              | 14,107         | 10,887         |
| Salaries, wages & honoraria                     | 13       | 4,928             | -               | 6,812           | -              | 11,740         | 19,747         |
| Clergy and staffing expenses                    | 14       | 2,782             | -               | -               | -              | 2,782          | 2,316          |
| <b>Church expenses</b>                          |          |                   |                 |                 |                |                |                |
| Mission & evangelism                            | 15       | 4,451             | -               | 246             | -              | 4,698          | 6,123          |
| Church running (including Governance)           | 16       | 12,546            | -               | 8,597           | -              | 21,143         | 20,694         |
| Church utility bills                            | 17       | 10,504            | -               | -               | -              | 10,504         | 15,648         |
| Cost of trading (bank charges, bookstall)       | 18       | 600               | -               | -               | -              | 600            | 577            |
| <b>Major capital expenditure</b>                | 19       |                   |                 |                 |                |                |                |
| Major repairs & redecoration to church building |          | -                 | -               | 70,456          | -              | 70,456         | 12,740         |
| New building work                               |          | -                 | -               | -               | -              | -              | -              |
| <b>Other expenditure</b>                        | 20       |                   |                 |                 |                |                |                |
| Other payments not already listed               |          | 4,057             | -               | 20              | -              | 4,077          | 10,311         |
| <b>Total resources expended</b>                 |          | <b>109,152</b>    | <b>-</b>        | <b>101,721</b>  | <b>-</b>       | <b>210,873</b> | <b>166,083</b> |
| <b>Net incoming resources before transfers</b>  |          | <b>12,601</b>     | <b>-</b>        | <b>58,520</b>   | <b>-</b>       | <b>45,919</b>  | <b>5,543</b>   |
| <b>Transfers between funds</b>                  |          | <b>-</b>          | <b>-</b>        | <b>-</b>        | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>Net movement in funds</b>                    |          | <b>12,601</b>     | <b>-</b>        | <b>58,520</b>   | <b>-</b>       | <b>45,919</b>  | <b>5,543</b>   |
| <b>Balance b/fwd 1 January</b>                  |          | <b>6,533</b>      | <b>-</b>        | <b>177,946</b>  | <b>-</b>       | <b>184,479</b> | <b>190,022</b> |
| <b>Balances c/fwd</b>                           |          | <b>19,134</b>     | <b>-</b>        | <b>119,426</b>  | <b>-</b>       | <b>138,560</b> | <b>184,479</b> |

## NOTES TO THE FINANCIAL STATEMENT

### INCOME AND ENDOWMENTS

|                                               |                                              | Unrestricted<br>Fund<br>£ | Designated<br>Fund<br>£ | Restricted<br>Fund<br>£ | Endowment<br>Fund<br>£ | Total TD<br>2023<br>£ | Total Y/E<br>2022<br>£ |
|-----------------------------------------------|----------------------------------------------|---------------------------|-------------------------|-------------------------|------------------------|-----------------------|------------------------|
| <b><u>PLANNED GIVING</u></b>                  |                                              |                           |                         |                         |                        |                       |                        |
| 1-2                                           |                                              |                           |                         |                         |                        |                       |                        |
| 1                                             | Standing Order - Gift Aided                  | 17,597                    | -                       | -                       | -                      | 17,597                | 27,130                 |
|                                               | Regular Envelopes - Gift Aided               | 2,023                     | -                       | -                       | -                      | 2,023                 | 2,468                  |
|                                               | Parish Giving Scheme - Gift Aided            | 18,695                    | -                       | -                       | -                      | 18,695                | 7,880                  |
| 2                                             | Parish Giving Scheme                         | 1,125                     | -                       | -                       | -                      | 1,125                 | -                      |
|                                               | Standing Order                               | 1,100                     | -                       | -                       | -                      | 1,100                 | 1,200                  |
|                                               |                                              | <b>40,540</b>             | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>40,540</b>         | <b>38,678</b>          |
| <b><u>COLLECTIONS AT SERVICES</u></b>         |                                              |                           |                         |                         |                        |                       |                        |
| 3                                             |                                              |                           |                         |                         |                        |                       |                        |
|                                               | Baptism Collections                          | -                         | -                       | -                       | -                      | -                     | 82                     |
|                                               | Baptism Collections - Gift Aided             | -                         | -                       | -                       | -                      | -                     | 100                    |
|                                               | Plate Collections                            | 5,454                     | -                       | -                       | -                      | 5,454                 | 4,097                  |
|                                               | Plate Collections Gift Aided                 | 1,479                     | -                       | -                       | -                      | 1,479                 | 1,320                  |
|                                               | Wedding and Funeral Collections              | 190                       | -                       | -                       | -                      | 190                   | 422                    |
|                                               | Wedding and Funeral Collections - Gift Aided | -                         | -                       | -                       | -                      | -                     | 30                     |
|                                               |                                              | <b>7,123</b>              | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>7,123</b>          | <b>6,051</b>           |
| <b><u>ALL OTHER VOLUNTARY RECEIPTS</u></b>    |                                              |                           |                         |                         |                        |                       |                        |
| 4                                             |                                              |                           |                         |                         |                        |                       |                        |
|                                               | Appeals                                      | -                         | -                       | 5,752                   | -                      | 5,752                 | 4,477                  |
|                                               | Appeals Gift Aided                           | -                         | -                       | 705                     | -                      | 705                   | 1,749                  |
|                                               | CAF & GAYE giving                            | 235                       | -                       | -                       | -                      | 235                   | 50                     |
|                                               | Donations                                    | 3,372                     | -                       | 10,326                  | -                      | 13,697                | 3,415                  |
|                                               | Donations - Gift Aided                       | 19,860                    | -                       | 1,351                   | -                      | 21,211                | 15,951                 |
|                                               | Gift Aid Reclaim                             | 16,834                    | -                       | 604                     | -                      | 17,438                | 15,731                 |
|                                               | Legacies                                     | -                         | -                       | -                       | -                      | -                     | 21,600                 |
|                                               | Wall Boxes & Candlestand                     | 583                       | -                       | -                       | -                      | 583                   | 723                    |
|                                               |                                              | <b>40,883</b>             | <b>-</b>                | <b>18,737</b>           | <b>-</b>               | <b>59,621</b>         | <b>63,696</b>          |
| <b><u>GRANT INCOME</u></b>                    |                                              |                           |                         |                         |                        |                       |                        |
| 5                                             |                                              |                           |                         |                         |                        |                       |                        |
|                                               | Grants - One-Off                             | 2,700                     | -                       | 500                     | -                      | 3,200                 | 6,250                  |
|                                               | Grants - Recurring                           | -                         | -                       | -                       | -                      | -                     | -                      |
|                                               | Grant - VAT Reclaim                          | -                         | -                       | 11,190                  | -                      | 11,190                | 1,791                  |
|                                               |                                              | <b>2,700</b>              | <b>-</b>                | <b>11,690</b>           | <b>-</b>               | <b>14,390</b>         | <b>8,041</b>           |
| <b><u>ACTIVITIES FOR GENERATING FUNDS</u></b> |                                              |                           |                         |                         |                        |                       |                        |
| 6                                             |                                              |                           |                         |                         |                        |                       |                        |
|                                               | Churches Trust Bike Ride                     | 321                       | -                       | -                       | -                      | 321                   | 126                    |
|                                               | Concerts and Events                          | 8,582                     | -                       | 5,635                   | -                      | 14,217                | 10,821                 |
|                                               | Other Fundraising                            | -                         | -                       | -                       | -                      | -                     | 56                     |
|                                               | Sale                                         | 5,984                     | -                       | -                       | -                      | 5,984                 | 6,199                  |
|                                               |                                              | <b>14,887</b>             | <b>-</b>                | <b>5,635</b>            | <b>-</b>               | <b>20,522</b>         | <b>17,202</b>          |
| <b><u>INVESTMENT INCOME</u></b>               |                                              |                           |                         |                         |                        |                       |                        |
| 7                                             |                                              |                           |                         |                         |                        |                       |                        |
|                                               | Dividends and Interest                       | 148                       | -                       | 2,289                   | -                      | 2,437                 | 764                    |
|                                               | Rental income                                | 10                        | -                       | 4,620                   | -                      | 4,630                 | 4,630                  |
|                                               |                                              | <b>158</b>                | <b>-</b>                | <b>6,909</b>            | <b>-</b>               | <b>7,067</b>          | <b>5,394</b>           |
| <b><u>CHURCH ACTIVITIES</u></b>               |                                              |                           |                         |                         |                        |                       |                        |
| 8                                             |                                              |                           |                         |                         |                        |                       |                        |
|                                               | Fees - Statutory                             | 6,142                     | -                       | -                       | -                      | 6,142                 | 4,630                  |
|                                               | Non-charitable trading (Wispire)             | 100                       | -                       | -                       | -                      | 100                   | 100                    |
|                                               | Use of Church building                       | 15                        | -                       | -                       | -                      | 15                    | 850                    |
|                                               |                                              | <b>6,257</b>              | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>6,257</b>          | <b>5,580</b>           |
| <b><u>OTHER INCOME</u></b>                    |                                              |                           |                         |                         |                        |                       |                        |
| 9                                             |                                              |                           |                         |                         |                        |                       |                        |
|                                               | Children & Families                          | 1,793                     | -                       | 230                     | -                      | 2,023                 | 2,190                  |
|                                               | Church Flowers                               | -                         | -                       | -                       | -                      | -                     | -                      |
|                                               | Church Flowers Gift Aided                    | 30                        | -                       | -                       | -                      | 30                    | 20                     |
|                                               | Fees - Additional                            | 703                       | -                       | -                       | -                      | 703                   | 451                    |
|                                               | Miscellaneous                                | 3,597                     | -                       | -                       | -                      | 3,597                 | 10,924                 |
|                                               | Refreshments                                 | 3,081                     | -                       | -                       | -                      | 3,081                 | 2,313                  |
|                                               |                                              | <b>9,205</b>              | <b>-</b>                | <b>230</b>              | <b>-</b>               | <b>9,434</b>          | <b>15,898</b>          |

## NOTES TO THE FINANCIAL STATEMENT ctd.

### EXPENDITURE

|                                               |                                              | Unrestricted<br>Fund<br>£ | Designated<br>Fund<br>£ | Restricted<br>Fund<br>£ | Endowment<br>Fund<br>£ | Total TD<br>2023<br>£ | Total Y/E<br>2022<br>£ |
|-----------------------------------------------|----------------------------------------------|---------------------------|-------------------------|-------------------------|------------------------|-----------------------|------------------------|
| <b><u>COST OF GENERATING FUNDS</u></b>        |                                              |                           |                         |                         |                        |                       |                        |
| 10                                            | Concerts & Events                            | 3,361                     | -                       | 1,543                   | -                      | 4,904                 | 4,658                  |
|                                               | Fund Raising                                 | -                         | -                       | -                       | -                      | -                     | 70                     |
|                                               |                                              | <b>3,361</b>              | <b>-</b>                | <b>1,543</b>            | <b>-</b>               | <b>4,904</b>          | <b>4,727</b>           |
| <b><u>CHURCH ACTIVITIES</u></b>               |                                              |                           |                         |                         |                        |                       |                        |
| 11                                            | Parish Share                                 | <b>65,861</b>             | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>65,861</b>         | <b>62,313</b>          |
| <b><u>MISSION GIVING AND DONATIONS</u></b>    |                                              |                           |                         |                         |                        |                       |                        |
| 12                                            | Charities - Home (UK)                        | 3                         | -                       | 6,094                   | -                      | 6,097                 | 2,992                  |
|                                               | Charities - Overseas                         | 5                         | -                       | 1,713                   | -                      | 1,718                 | 2,671                  |
|                                               | Charities - Secular                          | 11                        | -                       | 2,952                   | -                      | 2,963                 | 3,618                  |
|                                               | Charities - Christian Relief                 | 42                        | -                       | 3,286                   | -                      | 3,328                 | 1,605                  |
|                                               |                                              | <b>62</b>                 | <b>-</b>                | <b>14,045</b>           | <b>-</b>               | <b>14,107</b>         | <b>10,887</b>          |
| <b><u>SALARIES, WAGES &amp; HONORARIA</u></b> |                                              |                           |                         |                         |                        |                       |                        |
| 13                                            | Administrator Parish/Team                    | -                         | -                       | 6,812                   | -                      | 6,812                 | 6,645                  |
|                                               | Salaries                                     | -                         | -                       | -                       | -                      | -                     | -                      |
|                                               | Support Costs                                | 4,928                     | -                       | -                       | -                      | 4,928                 | 13,102                 |
|                                               |                                              | <b>4,928</b>              | <b>-</b>                | <b>6,812</b>            | <b>-</b>               | <b>11,740</b>         | <b>19,747</b>          |
| <b><u>CLERGY AND STAFFING EXPENSES</u></b>    |                                              |                           |                         |                         |                        |                       |                        |
| 14                                            | Clergy Expenses                              | 2,460                     | -                       | -                       | -                      | 2,460                 | 2,077                  |
|                                               | Computer                                     | -                         | -                       | -                       | -                      | -                     | -                      |
|                                               | Subscriptions                                | 322                       | -                       | -                       | -                      | 322                   | 240                    |
|                                               |                                              | <b>2,782</b>              | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>2,782</b>          | <b>2,316</b>           |
| <b><u>CHURCH RUNNING EXPENSES</u></b>         |                                              |                           |                         |                         |                        |                       |                        |
| 15-18                                         | Mission and Evangelism                       | 2,966                     | -                       | -                       | -                      | 2,966                 | 3,501                  |
| 15                                            | Children & Families                          | 1,485                     | -                       | 246                     | -                      | 1,731                 | 2,622                  |
| 16                                            | Parish/Team Administration                   | 1,564                     | -                       | 710                     | -                      | 2,273                 | 2,763                  |
|                                               | Parish Administration - Independent Examiner | 600                       | -                       | -                       | -                      | 600                   | 600                    |
|                                               | Churchyard Expenses                          | 224                       | -                       | -                       | -                      | 224                   | 51                     |
|                                               | Cleaning                                     | 576                       | -                       | -                       | -                      | 576                   | 650                    |
|                                               | Insurance                                    | 673                       | -                       | 5,631                   | -                      | 6,305                 | 5,798                  |
|                                               | Maintenance                                  | 915                       | -                       | 2,257                   | -                      | 3,172                 | 2,919                  |
|                                               | Photocopier                                  | 2,269                     | -                       | -                       | -                      | 2,269                 | 1,464                  |
|                                               | Postage                                      | 615                       | -                       | -                       | -                      | 615                   | 606                    |
|                                               | Printing                                     | 1,487                     | -                       | -                       | -                      | 1,487                 | 2,669                  |
|                                               | Stationery                                   | 872                       | -                       | -                       | -                      | 872                   | 599                    |
|                                               | Security                                     | 673                       | -                       | -                       | -                      | 673                   | 1,273                  |
|                                               | Service Costs                                | 2,077                     | -                       | -                       | -                      | 2,077                 | 1,302                  |
| 17                                            | Gas and Electricity                          | 10,114                    | -                       | -                       | -                      | 10,114                | 15,288                 |
|                                               | Water                                        | 390                       | -                       | -                       | -                      | 390                   | 360                    |
| 18                                            | Bank charges                                 | 600                       | -                       | -                       | -                      | 600                   | 577                    |
|                                               |                                              | <b>28,101</b>             | <b>-</b>                | <b>8,844</b>            | <b>-</b>               | <b>36,945</b>         | <b>43,041</b>          |
| <b><u>MAJOR CAPITAL EXPENDITURE</u></b>       |                                              |                           |                         |                         |                        |                       |                        |
| 19                                            | Church - Major Repairs & Decorations         | -                         | -                       | 70,456                  | -                      | 70,456                | 12,740                 |
|                                               |                                              | <b>-</b>                  | <b>-</b>                | <b>70,456</b>           | <b>-</b>               | <b>70,456</b>         | <b>12,740</b>          |
| <b><u>OTHER EXPENDITURE</u></b>               |                                              |                           |                         |                         |                        |                       |                        |
| 20                                            | Church Flowers                               | 137                       | -                       | -                       | -                      | 137                   | 36                     |
|                                               | Gifts & Grants                               | 540                       | -                       | 20                      | -                      | 560                   | 2,100                  |
|                                               | Miscellaneous                                | 2,461                     | -                       | -                       | -                      | 2,461                 | 7,439                  |
|                                               | Refreshments                                 | 919                       | -                       | -                       | -                      | 919                   | 736                    |
|                                               |                                              | <b>4,057</b>              | <b>-</b>                | <b>20</b>               | <b>-</b>               | <b>4,077</b>          | <b>10,311</b>          |

# Aylsham PCC

## BALANCE SHEET for the year ended 31 December 2023

|                                                 |       | 2023           | 2022           |
|-------------------------------------------------|-------|----------------|----------------|
|                                                 | Notes | £              | £              |
| <b>Current assets</b>                           | D     |                |                |
| Debtors & prepayments                           |       | 9,468          | 11,916         |
| Cash at bank & in hand                          |       | 84,047         | 127,461        |
| Short-term deposits                             |       | 52,552         | 52,520         |
|                                                 |       | <u>146,068</u> | <u>191,897</u> |
| <b>Current liabilities</b>                      |       |                |                |
| Creditors - amounts falling due within one year |       | 7,507          | 7,418          |
| <b>Net current assets</b>                       |       | <u>138,560</u> | <u>184,479</u> |
| <b>Total net assets</b>                         |       | <u>138,560</u> | <u>184,479</u> |
| <b>Represented by Parish Funds</b>              |       | <b>2023</b>    | <b>2022</b>    |
| Unrestricted                                    | E     | 19,134         | 6,533          |
| Restricted                                      | G     | 119,426        | 177,946        |
|                                                 |       | <u>138,560</u> | <u>184,479</u> |

The financial statements were approved by the board of Trustees on ..... 5 May 2024 ..... and were signed on its behalf by:

..... Reverend Canon Julie Boyd ..... Trustee

# Aylsham PCC

## 1. Fund movement - current year

### PARISH FUNDS DETAILS for the year ended 31 December 2023

| <b>E. Unrestricted</b>    | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
|---------------------------|------------------|-----------------|------------------|------------------|------------------|
| Cash in Hand              | 19               | -               | 8                | -                | 11               |
| General Account           | 6,513            | 121,761         | - 109,152        | -                | 19,123           |
|                           | <b>6,533</b>     | <b>121,753</b>  | <b>- 109,152</b> | <b>-</b>         | <b>19,134</b>    |
| <b>G. Restricted</b>      | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
| Fabric Fund               | 69,165           | 2,256           | - 14,063         | -                | 57,358           |
| Choir Fund                | -                | 3,703           | -                | -                | 3,703            |
| Charities Fund            | 482              | 16,899          | - 15,609         | -                | 1,773            |
| Liz Jones Youth           | 2,308            | 32.67           | -                | -                | 2,341            |
| Pop, Corn and Grace Radio | 79               | -               | -                | -                | 79               |
| School House Trust        | 13,587           | 4,620           | - 616            | -                | 17,591           |
| Mercers' Grant            | 43,138           | -               | - 7,768          | -                | 35,370           |
| Church Community Fund     | 1,213            | -               | -                | -                | 1,213            |
| Bells Fund                | 47,976           | 15,690          | - 63,666         | -                | -                |
|                           | <b>177,946</b>   | <b>43,201</b>   | <b>- 101,721</b> | <b>-</b>         | <b>119,426</b>   |
| <b>Total Parish Funds</b> | <b>184,479</b>   | <b>164,954</b>  | <b>- 210,873</b> | <b>-</b>         | <b>138,560</b>   |

## NOTES TO DESIGNATED AND RESTRICTED PARISH FUNDS

Fabric Fund restricted to repairs and maintenance of the church fabric, including insurance.

Choir Fund restricted to choir items at the discretion of the Director of Music.

Charities Fund restricted to charitable income and donations.

Liz Jones Youth Fund restricted to benefit the young people of Aylsham.

Pop, Corn & Grace Radio Fund restricted to production costs of a Festival Radio Station.

School House Trust Fund restricted to educational and youth support costs from rent received.

Mercers Grant restricted to Team Administrator employment and costs of Children & Families work at the discretion of the Rector.

Church Community Fund restricted to church and local community projects at the discretion of the Trustees.

Bells Temporary Fund restricted to major repairs of the bells and related items.

# Aylsham PCC

## 1. Fund movement - Comparative year 2022

### PARISH FUNDS DETAILS for the year ended 31 December 2022

| <b>E. Unrestricted</b>    | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
|---------------------------|------------------|-----------------|------------------|------------------|------------------|
| Cash in Hand              | -                | 19              | -                | -                | 19               |
| General Account           | 5,647            | 116,145         | - 115,278        | -                | 6,513            |
|                           | <b>5,647</b>     | <b>116,165</b>  | <b>- 115,278</b> | <b>-</b>         | <b>6,533</b>     |
| <b>F. Designated</b>      | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
| Millennium Sale           | 3,342            | -               | - 3,342          | -                | -                |
|                           | <b>3,342</b>     | <b>-</b>        | <b>- 3,342</b>   | <b>-</b>         | <b>-</b>         |
| <b>G. Restricted</b>      | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
| Fabric Fund               | 61,201           | 27,519          | - 19,556         | -                | 69,165           |
| Charities Funds           | 286              | 11,775          | - 11,579         | -                | 482              |
| Liz Jones Youth           | 2,295            | 13              | -                | -                | 2,308            |
| Pop, Corn and Grace       | 79               | -               | -                | -                | 79               |
| School House Trust        | 17,728           | 4,620           | - 8,762          | -                | 13,587           |
| Mercers Grant             | 50,556           | 50              | - 7,468          | -                | 43,138           |
| Church Community Fund     | 913              | 300             | -                | -                | 1,213            |
| Bells Fund                | 47,976           | -               | -                | -                | 47,976           |
|                           | <b>181,033</b>   | <b>44,278</b>   | <b>- 47,365</b>  | <b>-</b>         | <b>177,946</b>   |
| <b>Total Parish Funds</b> | <b>190,022</b>   | <b>160,442</b>  | <b>- 165,986</b> | <b>-</b>         | <b>184,479</b>   |

## GENERAL NOTES

### 2. ACCOUNTING POLICIES

The financial statement has been prepared in accordance with Church Accounting Regulations 2006 and in accordance with applicable UK accounting standards and the Charities Statement of Recommended Practice 2015, Accounting and Reporting by Charities and applicable accounting standard FRS 102.

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

#### STATEMENT OF FINANCIAL ACTIVITIES

##### A. INCOMING RESOURCES

Planned giving, collections and similar donations are recognised when received.

Income tax recoverable on gift aid donations is recognised when the incoming resource to which it relates is received.

Grants and legacies are accounted for when the PCC is notified of its entitlement and the amount due, and is reasonably certain of its ultimate receipt.

Dividends are accounted for when declared receivable, and interest as and when accrued by the payer.

Rental income and other items spanning financial years are accounted for, pro-rata, in the years to which they refer.

All incoming resources are accounted for gross.

##### B. RESOURCES EXPENDED

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is accounted for when due.

Insurance and other items spanning financial years are accounted for, pro-rata, in the years to which they refer.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### BALANCE SHEET

##### C. FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

No value is placed on moveable church furnishings held by the incumbent and churchwardens on special trust for the PCC, which require a faculty for disposal, since the PCC considers this to be an inalienable property, listed in the church's inventory, which can be inspected at any reasonable time.

Fixed assets are not valued in the financial statements as all such items are deemed to be completely de-valued at the time of acquisition.

##### D. CURRENT ASSETS AND LIABILITIES

Debtors are accruals of receipts to the current financial statement that are outstanding with the bank at the year end, and the prepayment of expenditure that relates to future years.

Creditors are accruals of payments to the current financial statement that are outstanding with the bank at the year end, and prepayment of income that relates to future years.

Deposit funds are with the CCLA CBF Church of England Deposit Fund.

#### FUND ACCOUNTING

E. Unrestricted funds are freely available to be used for any general purpose within the charitable aims and objectives of the church, on application to and at the discretion of the Trustees.

F. Designated funds are set aside out of unrestricted funds for any purpose specified by the Trustees. These funds remain unrestricted and may subsequently be reallocated for other uses or returned to general unrestricted funds by the Trustees.

G. Restricted funds are monies given, collected or donated for a specific purpose. They must only be used for the purpose in which they were given or raised. Any restrictions placed on gifts would be considered by the PCC before being accepted.

### 3. EMPLOYEES

The average monthly number of employees during the year is: 1

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

|                                 | 2023  | 2022  |
|---------------------------------|-------|-------|
| Number of employees             | 1     | 1     |
| Employment costs                | £     | £     |
| Salaries Gross                  | 6,525 | 6,190 |
| Employer pension                | 261   | 248   |
| Employer pension life assurance | 33    | 31    |
|                                 | 6,819 | 6,469 |

### 4. TRUSTEES

As the parish organist, Mr H C Macey, who is a member of the PCC, was paid £3,788      honorarium/copyright fees during the year.  
As deputy organist/pianist, Mr M R Martin, who is a member of the PCC was paid £405      in fees during the year.  
No other payments or expenses were paid to any other PCC member, persons closely connected to them, or related parties.

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# Accounts

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**REGISTERED CHARITY NUMBER: 1185005**

**Report of the Trustees and Financial Statements  
for the Year Ended 31 December 2022  
for**

**Aylsham PCC**



**Aylsham Parish Church**  
**Registered Charity No. 1185005**

## **2022 Report and Accounts for the Parochial Church Council of Aylsham Parish Church**

### **Aims and Purposes**

Aylsham Parochial Church Council (PCC) has the responsibility, in cooperation with the incumbent, to promote the whole mission of the Church, pastoral, evangelistic, social, and ecumenical, in the ecclesiastical parish.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and be part of the parish community. It is primarily focussed on the advancement of religion, which is recognised as a charitable purpose having public benefit. All regular public worship is provided free of charge, is not restricted to Church of England adherents, and is available and open to all.

### **Achievements and Performance**

#### **Worship and Prayer**

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. We continue to offer online worship for those not able to attend in person. During 2022 we started to run Discover once a month on the second Sunday which was aimed at families and offered worship, food and crafts. This has been an important learning experience and we are now evaluating the next steps in developing this ministry.

Services are regularly supported by our organist and a SATB choir of around twenty-five members. We have also started to run 'Find Your Voice' for those who are interested in joining the choir but are not confident enough for full membership. We have attracted several new singers and some joined the choir for the carol service as well as singing for a carol service at Blickling Church.

We have a team of bell ringers who, unfortunately, have not been able to ring due to cracking in the bells. Funds have been raised for the repairs and a Faculty was granted late in the year with the work planned to start early in 2023.

Members of the congregation volunteer as stewards, readers, intercessors, and coffee makers on a rota basis, and for many other activities.

All are welcome to attend our regular services and group activities. At present there are 162 Parishioners on the Church Electoral Roll, 25 of whom are not resident within the parish.

As well as our regular services we enable our community to celebrate and thank God at the milestones of their journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and families express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. There were forty-six funerals, one baptism and twelve weddings in the year.

A special service was held in Church following the death of Queen Elizabeth II and condolence books were available in Church along with a quiet space for reflection.

## **Deanery Synod**

We have three elected members of the Deanery Synod which meets on a regular basis.

## **The Church in the centre of the Community**

The benefits of the organisation's purposes are available to everyone and include the advancement of religion, public worship, teaching, free activities for families, community services such as the foodbank, music and singing and other church related activities, donations, and grants, supporting community groups and services, a listening ear and a caring church community, and the church is open every day providing a space to just be.

During the Covid pandemic, the church collaborated with other community organisations to set up a community helpline which received over one thousand calls and provided assistance for anyone in the community who needed it. This line has now terminated as numbers of calls reduced to zero but, we continue to support members of the community who require assistance. We have also provided food packs for school children during the holidays as part of the Filling the Gap initiative.

The church, through the PCC, plays a significant part in the education of our community. Christian values and beliefs are very firmly embedded in St Michael's Church of England, VA, Primary and Nursery School.

The PCC nominates three Foundation governors to the Governing Body of St Michaels. In addition, our Rector and Curate regularly took assemblies, both in person at local schools. Schools have also resumed having visits to and services in the Church.

The Church provides a wealth of community activities including weekly children's activities which attract approximately 80 children and families per week and holiday activities which attract hundreds of people per activity. These activities resumed towards the end of 2021. A Light Party was also held with the intention of offering a drop in for families on Halloween. This was well attended with many families staying for the whole event.

Activities for adults include our New Brew Café, Men's breakfast, Mother's Union, and numerous other groups. The Church is a regular home to a community choir. Concerts and evening events which were held on a regular basis with a varied programme of offerings. Our Monday Sale ran between March and September and attracted a great many people each week – a community event and also a very good fundraiser. The Church is also home to the local Foodbank. In December 2022 a Christmas Day lunch was organised by the Church and was well attended and successful.

The Christmas Tree Festival returned to the Church once more and was extremely well attended meaning that significant amounts of funds were raised for the participating charities.

Following a special service celebrating the Platinum Jubilee of Queen Elizabeth II there was a picnic lunch which allowed the congregation to celebrate this event together.

A new curate Rev Natalie Rees joined the team in June 2022 and Rev Tracy Jessop moved on to Fakenham in August 2022.

## **Mission and Evangelism**

We work closely with the local Church of England School and with the other schools in the community through their assemblies and by regular services and activities held in the church specifically for the schools. Also, showing and sharing the Christian faith and love across the parish is paramount in all that is done by the clergy, Parochial Church Council, and members of the church community.

Donations to other charities and our own projects provide public benefits in the relief of poverty and need, whether within or outside the ecclesiastical parish, often for minority groups with particular needs

such as the elderly, or those of any age having to use the foodbank for example.

We reach out to the community across the parish in many ways including through our website at [www.aylshamparishchurch.org.uk](http://www.aylshamparishchurch.org.uk), Facebook, Twitter, notice boards, newsletters and through a regular page in the local free magazine that is delivered to every home in the parish.

## **Pastoral care**

Pastoral care is provided to persons in need, identified by the PCC through pastoral contact in the parish, and through baptisms, weddings and funerals and is carried out by the clergy and other approved visitors and ministers.

## **Team Ministry and Ecumenical Relationships**

The Church is part of the Aylsham and District Team Ministry which consists of 18 Churches in and around Aylsham. The Team is currently staffed by a Rector, 3 Team Vicars (1 part time) and a Curate who work together to minister to the needs of the community in all the locations. There is a vacancy for a fourth team vicar in the Bure Valley parishes which is in the process of being filled. In addition, St Michael's is part of the Aylsham Churches together and regularly participates in activities with Churches of other denominations within Aylsham.

## **Financial Review 2022**

Planned giving, the church's primary source of income that enables it to flourish and serve its members and community, did not increase in 2022 unlike expenditure, and comprised of 61% standing orders, 15% envelopes, and 24% direct debits through the Parish Giving Scheme. This scheme reduces administration, improves cashflow through monthly payments including gift aid tax, and prompts members to increase their giving annually in line with inflation, and will be promoted further in 2023. From time to time, we receive legacies, usually from someone who has a long-term connection with the church. The PCC would consider any restrictions placed on gifts before accepting them.

Unrestricted giving was comparable to last year with £41,112 planned, £4,905 in collections, £16,522 from donations, many generously given to help with the Parish Share, and £13,068 in gift aid tax rebate. Fundraising doubled to £13,933 as the concert series and weekly sales re-started following COVID. Fees from thirty-four funerals, twelve interments, seven weddings, and other associated items totalled £5,080. An energy grant application was submitted to the diocese and £5,250 gratefully received. Miscellaneous receipts totalled £16,392.

Unrestricted income was £116,262.

Restricted income included a pecuniary legacy of £21,600 received from the estate of the late Mrs Joyce Fothergill for which we were most grateful, for use on the fabric of the building. Rental of £4,620 was received from the old schoolhouse and £14,855 raised for charity from appeals, fundraising and grants with other receipts totalling £3,203.

Restricted income was £44,278.

Total income for the year was £160,540.

Unrestricted expenditure for the Christian ministry of the church included £62,313 parish share, which contributed to clergy stipends and housing, the cost of parish ministry, and the ministry and mission of the diocese. Although paid in full, it was not easy, as utility costs alone saw a massive 121% nett increase to £15,648 whilst regular income did not increase. £7,424 was expended on children's activities, mission and evangelism and service costs, £10,469 on church running costs, £7,225 on staffing, £4,727 on fundraising, and £10,702 on other items.

Unrestricted expenditure was £118,718.

Restricted expenditure comprised of £14,950 for a new flagpole, tower repairs and LED lighting, £14,839 on salaries and support, £11,579 charitable giving and grants, and £5,997 on church running costs. Restricted expenditure was £47,365.

Total expenditure for the year was £166,083.

The previous year brought forward was £190,022, +£160,540 income, -£166,083 expenditure, leaving £184,479 carried forward; £6,533 unrestricted, £177,946 restricted.

From time to time, we may apply for grants to English Heritage, the Listed Places of Worship Grant Scheme, or some other heritage Grantmaker for maintenance of our building. We may also apply to the Diocese or other Grantmakers for support with other projects the PCC wishes to undertake in furtherance of its charitable objects.

### **Reserves Policy**

We hold no Reserve Funds or Assets in overseas investment companies or Trusts, and we do not currently hold a reserves policy.

### **Volunteers**

The church is supported by a large contingent of regular and occasional volunteers who work tirelessly to ensure that we can continue to offer all the activities that we do. We are grateful to each and every one of them.

### **Structure, governance, and management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St Michael's our PCC consists of the Rector, Curate, Churchwardens, Deanery Synod Representatives, and those elected at our Annual General Meeting. All members of the congregation are encouraged to attend the meeting and stand for the PCC. In addition to elected members, the PCC do co-opt members who have a particular skill set which would enhance the PCC.

PCC members are responsible for making decisions on all general matters of importance to the Church including how funds are spent. The PCC is supported by a Fabric Committee which is chaired by our Fabric Officer, a Strategic Resources and Fundraising Committee, a Mission Team, and an Events officer. Specific projects may also involve the setting up of a committee as was the case with our organ restoration project. All these groups report back to the full PCC who meet every 2 months with a break during the Summer.

During the past year we have agreed a Clergy Wellbeing Policy which is overseen by a group involving the Rector, Curate, Churchwarden and 3 members of the PCC.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

### **Administrative information**

Aylsham Parish Church is situated by the Market Place in the centre of town. It is part of the Diocese of Norwich within the Church of England. The correspondence address is Aylsham Parish Church, Market Place, Aylsham, NR11 6EH. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2020) and is registered with the Charity Commission, registration number 1185005.

PCC members who have served at any time from 1<sup>st</sup> January 2022 until the date this report was approved are:

Ex Officio members:

- Incumbent: Reverend Canon Julie Boyd
- Curate: Reverend Tracy Jessop (Until August 2022)
- Curate: Reverend Natalie Rees (From June 2022)
- Churchwarden: Mr Mathew Martin
- Churchwarden – Mr Tobias De Ville Shaw (Until 31<sup>st</sup> December 2022)
- Diocesan Synod Representative - Mrs Fiona Tibbitt
- Diocesan Synod Representative - Mrs Valerie Root
- Diocesan Synod Representative – Mrs Debbie Graver (also PCC Secretary)

Elected members:

- Mrs Mary Elsey
- Mrs Sylvia Martin (Treasurer)
- Mr Clive McCombie
- Mrs Angela Quinn
- Mr Henry Macey
- Mr Richard Hodder (Until Sept 2022)
- Mr Michael Daniels
- Mrs Jenny Cobley
- Mr Peter Martin
- Mrs Sally Hildrew
- Mrs Erica Fisher
- Mrs Penny Bond (From May 2022)
- Mr David Martin (Until May 2022)

Approved by the PCC on 30 January 2023 and signed on their behalf by the Rector, Reverend Canon Julie Boyd

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## **Independent Examiner's Report to the Trustees of Aylsham PCC**

### **Independent examiner's report to the trustees of Aylsham PCC**

I report to the charity trustees on my examination of the accounts of Aylsham PCC (the Trust) for the year ended 31 December 2022.

#### **Responsibilities and basis of report**

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.



#### **Mark Johnstone FCA**

Argents Chartered Accountants  
15 Palace Street  
NORWICH  
Norfolk  
NR3 1RT

Date: 8 June 2023

# Aylsham PCC

Charity Commission Registration 1185005

## FINANCIAL STATEMENT for the year ended 31 December 2022

| STATEMENT OF FINANCIAL ACTIVITIES                | Notes    | Unrestricted<br>Fund | Designated<br>Fund | Restricted<br>Fund | Endowment<br>Fund | Total TD<br>2022 | Total Y/E<br>2021 |
|--------------------------------------------------|----------|----------------------|--------------------|--------------------|-------------------|------------------|-------------------|
|                                                  |          | £                    | £                  | £                  | £                 | £                | £                 |
| <b>INCOME AND ENDOWMENTS</b>                     | <b>A</b> |                      |                    |                    |                   |                  |                   |
| <b>Voluntary receipts</b>                        |          |                      |                    |                    |                   |                  |                   |
| Tax efficient planned giving                     | 1        | 29,598               | -                  | -                  | -                 | 29,598           | 38,901            |
| Other planned giving                             | 2        | 11,514               | -                  | -                  | -                 | 11,514           | 1,592             |
| Collections at services                          | 3        | 4,905                | -                  | 682                | -                 | 5,587            | 2,750             |
| All other giving & voluntary receipts            | 4        | 16,522               | -                  | 9,843              | -                 | 26,364           | 67,610            |
| Gift Aid reclaim                                 |          | 13,068               | -                  | 694                | -                 | 13,761           | 16,631            |
| Legacies received (capital value)                |          | -                    | -                  | 21,600             | -                 | 21,600           | 1,000             |
| Grant Income                                     | 5        | 5,250                | -                  | 1,000              | -                 | 6,250            | 35,505            |
| <b>Total of voluntary receipts</b>               |          | <b>80,856</b>        | <b>-</b>           | <b>33,819</b>      | <b>-</b>          | <b>114,675</b>   | <b>163,990</b>    |
| <b>Activities for generating funds</b>           | 6        |                      |                    |                    |                   |                  |                   |
| Gross receipts from fundraising activities       |          | 13,933               | -                  | 3,269              | -                 | 17,202           | 6,817             |
| <b>Investment income</b>                         | 7        |                      |                    |                    |                   |                  |                   |
| Dividends, interest, receipts from property etc. |          | 105                  | -                  | 5,288              | -                 | 5,394            | 4,815             |
| <b>Church activities</b>                         | 8        |                      |                    |                    |                   |                  |                   |
| Statutory fees retained by the PCC               |          | 4,630                | -                  | -                  | -                 | 4,630            | 5,899             |
| Gross receipts from trading                      |          | 950                  | -                  | -                  | -                 | 950              | 295               |
| <b>Other receipts</b>                            | 9        |                      |                    |                    |                   |                  |                   |
| Other receipts not already listed                |          | 15,787               | -                  | 1,902              | -                 | 17,689           | 10,695            |
| <b>Total of other receipts</b>                   |          | <b>35,406</b>        | <b>-</b>           | <b>10,459</b>      | <b>-</b>          | <b>45,865</b>    | <b>28,522</b>     |
| <b>Total incoming resources</b>                  |          | <b>116,262</b>       | <b>-</b>           | <b>44,278</b>      | <b>-</b>          | <b>160,540</b>   | <b>192,512</b>    |
| <b>EXPENDITURE</b>                               | <b>B</b> |                      |                    |                    |                   |                  |                   |
| <b>Costs of generating funds</b>                 | 10       |                      |                    |                    |                   |                  |                   |
| Fundraising activities (costs and payments)      |          | 4,727                | -                  | -                  | -                 | 4,727            | 2,128             |
| <b>Church activities</b>                         |          |                      |                    |                    |                   |                  |                   |
| Diocesan parish share contribution               | 11       | 58,970               | 3,342              | -                  | -                 | 62,313           | 62,000            |
| Mission giving & donations                       | 12       | 508                  | -                  | 10,379             | -                 | 10,887           | 5,363             |
| Salaries, wages & honoraria                      | 13       | 4,908                | -                  | 14,839             | -                 | 19,747           | 29,373            |
| Clergy and staffing expenses                     | 14       | 2,316                | -                  | -                  | -                 | 2,316            | 1,359             |
| <b>Church expenses</b>                           |          |                      |                    |                    |                   |                  |                   |
| Mission & evangelism costs                       | 15       | 6,123                | -                  | -                  | -                 | 6,123            | 5,726             |
| Church running expenses (including Governance)   | 16       | 11,463               | -                  | 8,207              | -                 | 19,669.96        | 16,084            |
| Church utility bills                             | 17       | 15,648               | -                  | -                  | -                 | 15,648           | 7,083             |
| Cost of trading (bank charges, bookstall)        | 18       | 577                  | -                  | -                  | -                 | 577              | 421               |
| <b>Major capital expenditure</b>                 | 19       |                      |                    |                    |                   |                  |                   |
| Major repairs & redecoration to church building  |          | -                    | -                  | 12,740             | -                 | 12,740           | 21,958            |
| New building work                                |          | -                    | -                  | -                  | -                 | -                | -                 |
| <b>Other expenditure</b>                         | 20       |                      |                    |                    |                   |                  |                   |
| Other payments not already listed                |          | 10,135               | -                  | 1,200              | -                 | 11,335           | 2,857             |
| <b>Total resources expended</b>                  |          | <b>115,376</b>       | <b>3,342</b>       | <b>47,365</b>      | <b>-</b>          | <b>166,083</b>   | <b>154,353</b>    |
| <b>Net incoming resources before transfers</b>   |          | <b>886</b>           | <b>-</b>           | <b>3,342</b>       | <b>-</b>          | <b>5,543</b>     | <b>38,158</b>     |
| <b>Transfers between funds</b>                   |          | <b>-</b>             | <b>-</b>           | <b>-</b>           | <b>-</b>          | <b>-</b>         | <b>-</b>          |
| <b>Net movement in funds</b>                     |          | <b>886</b>           | <b>-</b>           | <b>3,342</b>       | <b>-</b>          | <b>5,543</b>     | <b>38,158</b>     |
| <b>Balance b/fwd 1 January</b>                   |          | <b>5,647</b>         | <b>3,342</b>       | <b>181,033</b>     | <b>-</b>          | <b>190,022</b>   | <b>151,864</b>    |
| <b>Balances c/fwd</b>                            |          | <b>6,533</b>         | <b>-</b>           | <b>177,946</b>     | <b>-</b>          | <b>184,479</b>   | <b>190,022</b>    |

## NOTES TO THE FINANCIAL STATEMENT

| INCOME AND ENDOWMENTS                         |   | Unrestricted Fund | Designated Fund | Restricted Fund | Endowment Fund | Total TD 2022 | Total Y/E 2021 |
|-----------------------------------------------|---|-------------------|-----------------|-----------------|----------------|---------------|----------------|
|                                               |   | £                 | £               | £               | £              | £             | £              |
| <b><u>PLANNED GIVING</u></b>                  |   |                   |                 |                 |                |               |                |
| Standing Order - Gift Aided                   | 1 | 27,130            | -               | -               | -              | 27,130        | 33,840         |
| Regular Envelopes - Gift Aided                |   | 2,468             | -               | -               | -              | 2,468         | 5,061          |
| Parish Giving Scheme                          | 2 | 9,850             | -               | -               | -              | 9,850         | -              |
| Standing Order                                |   | 1,200             | -               | -               | -              | 1,200         | 1,300          |
| Regular Envelopes                             |   | 464               | -               | -               | -              | 464           | 292            |
|                                               |   | <b>41,112</b>     | <b>-</b>        | <b>-</b>        | <b>-</b>       | <b>41,112</b> | <b>40,493</b>  |
| <b><u>COLLECTIONS AT SERVICES</u></b>         |   |                   |                 |                 |                |               |                |
| Baptism Collections                           | 3 | 82                | -               | -               | -              | 82            | -              |
| Baptism Collections - Gift Aided              |   | 100               | -               | -               | -              | 100           | -              |
| Plate Collections                             |   | 3,158             | -               | 475             | -              | 3,633         | 1,458          |
| Plate Collections Gift Aided                  |   | 1,300             | -               | 20              | -              | 1,320         | 396            |
| Wedding and Funeral Collections               |   | 235               | -               | 187             | -              | 422           | 836            |
| Wedding and Funeral Collections - Gift Aided  |   | 30                | -               | -               | -              | 30            | 60             |
|                                               |   | <b>4,905</b>      | <b>-</b>        | <b>682</b>      | <b>-</b>       | <b>5,587</b>  | <b>2,750</b>   |
| <b><u>ALL OTHER VOLUNTARY RECEIPTS</u></b>    |   |                   |                 |                 |                |               |                |
| Appeals                                       | 4 | -                 | -               | 4,477           | -              | 4,477         | 44,924         |
| Appeals Gift Aided                            |   | -                 | -               | 1,749           | -              | 1,749         | 3,585          |
| CAF & GAYE giving                             |   | 50                | -               | -               | -              | 50            | 30             |
| Donations                                     |   | 3,060             | -               | 355             | -              | 3,415         | 3,069          |
| Donations - Gift Aided                        |   | 12,760            | -               | 3,190           | -              | 15,951        | 15,561         |
| Gift Aid Reclaim                              |   | 13,068            | -               | 694             | -              | 13,761        | 16,631         |
| Legacies                                      |   | -                 | -               | 21,600          | -              | 21,600        | 1,000          |
| Wall Boxes & Candlestand                      |   | 651               | -               | 72              | -              | 723           | 442            |
|                                               |   | <b>29,590</b>     | <b>-</b>        | <b>32,136</b>   | <b>-</b>       | <b>61,726</b> | <b>85,242</b>  |
| <b><u>GRANT INCOME</u></b>                    |   |                   |                 |                 |                |               |                |
| Grants - One-Off                              | 5 | 5,250             | -               | 1,000           | -              | 6,250         | -              |
| Grants - Recurring                            |   | -                 | -               | -               | -              | -             | 35,505         |
|                                               |   | <b>5,250</b>      | <b>-</b>        | <b>1,000</b>    | <b>-</b>       | <b>6,250</b>  | <b>35,505</b>  |
| <b><u>ACTIVITIES FOR GENERATING FUNDS</u></b> |   |                   |                 |                 |                |               |                |
| Churches Trust Bike Ride                      | 6 | 126               | -               | -               | -              | 126           | 110            |
| Concerts and Events                           |   | 7,928             | -               | 2,893           | -              | 10,821        | 1,770          |
| Other Fundraising                             |   | 56                | -               | -               | -              | 56            | 242            |
| Sale                                          |   | 5,823             | -               | 376             | -              | 6,199         | 4,696          |
|                                               |   | <b>13,933</b>     | <b>-</b>        | <b>3,269</b>    | <b>-</b>       | <b>17,202</b> | <b>6,817</b>   |
| <b><u>INVESTMENT INCOME</u></b>               |   |                   |                 |                 |                |               |                |
| Dividends and Interest                        | 7 | 95                | -               | 668             | -              | 764           | 82             |
| Rental income                                 |   | 10                | -               | 4,620           | -              | 4,630         | 4,733          |
|                                               |   | <b>105</b>        | <b>-</b>        | <b>5,288</b>    | <b>-</b>       | <b>5,394</b>  | <b>4,815</b>   |
| <b><u>CHURCH ACTIVITIES</u></b>               |   |                   |                 |                 |                |               |                |
| Fees - Statutory                              | 8 | 4,630             | -               | -               | -              | 4,630         | 5,899          |
| Non-charitable trading (Wispire)              |   | 100               | -               | -               | -              | 100           | 100            |
| Use of Church building                        |   | 850               | -               | -               | -              | 850           | 195            |
|                                               |   | <b>5,580</b>      | <b>-</b>        | <b>-</b>        | <b>-</b>       | <b>5,580</b>  | <b>6,194</b>   |
| <b><u>OTHER INCOME</u></b>                    |   |                   |                 |                 |                |               |                |
| Children & Families                           | 9 | 2,130             | -               | 60              | -              | 2,190         | 1,513          |
| Church Flowers                                |   | -                 | -               | -               | -              | -             | 100            |
| Church Flowers Gift Aided                     |   | 20                | -               | -               | -              | 20            | 20             |
| Fees - Additional                             |   | 451               | -               | -               | -              | 451           | 646            |
| Insurance Claim                               |   | -                 | -               | -               | -              | -             | 1,742          |
| Miscellaneous                                 |   | 10,874            | -               | 50              | -              | 10,924        | 4,405          |
| Refreshments                                  |   | 2,313             | -               | -               | -              | 2,313         | 1,214          |
| VAT Reclaim                                   |   | -                 | -               | 1,791           | -              | 1,791         | 1,055          |
|                                               |   | <b>15,787</b>     | <b>-</b>        | <b>1,902</b>    | <b>-</b>       | <b>17,689</b> | <b>10,695</b>  |

# NOTES TO THE FINANCIAL STATEMENT ctd.

| EXPENDITURE                                   |       | Unrestricted<br>Fund<br>£ | Designated<br>Fund<br>£ | Restricted<br>Fund<br>£ | Endowment<br>Fund<br>£ | Total TD<br>2022<br>£ | Total Y/E<br>2021<br>£ |
|-----------------------------------------------|-------|---------------------------|-------------------------|-------------------------|------------------------|-----------------------|------------------------|
| <b><u>COSTS OF GENERATING FUNDS</u></b>       | 10    |                           |                         |                         |                        |                       |                        |
| Concerts & Events                             |       | 4,658                     | -                       | -                       | -                      | 4,658                 | 944                    |
| Fund Raising                                  |       | 70                        | -                       | -                       | -                      | 70                    | 1,185                  |
|                                               |       | <b>4,727</b>              | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>4,727</b>          | <b>2,128</b>           |
| <b><u>CHURCH ACTIVITIES</u></b>               | 11    |                           |                         |                         |                        |                       |                        |
| Parish Share                                  |       | <b>58,970</b>             | <b>3,342</b>            | <b>-</b>                | <b>-</b>               | <b>62,313</b>         | <b>62,000</b>          |
| <b><u>MISSION GIVING AND DONATIONS</u></b>    | 12    |                           |                         |                         |                        |                       |                        |
| Charities - Home (UK)                         |       | 33                        | -                       | 2,959                   | -                      | 2,992                 | 2,815                  |
| Charities - Overseas                          |       | 326                       | -                       | 2,346                   | -                      | 2,671                 | 502                    |
| Charities - Secular                           |       | 83                        | -                       | 3,535                   | -                      | 3,618                 | 482                    |
| Charities - Christian Relief                  |       | 66                        | -                       | 1,539                   | -                      | 1,605                 | 1,564                  |
|                                               |       | <b>508</b>                | <b>-</b>                | <b>10,379</b>           | <b>-</b>               | <b>10,887</b>         | <b>5,363</b>           |
| <b><u>SALARIES, WAGES &amp; HONORARIA</u></b> | 13    |                           |                         |                         |                        |                       |                        |
| Administrator Parish/Team                     |       | -                         | -                       | 6,645                   | -                      | 6,645                 | 7,356                  |
| Salaries                                      |       | -                         | -                       | -                       | -                      | -                     | 11,697                 |
| Support Costs                                 |       | 4,908                     | -                       | 8,194                   | -                      | 13,102                | 10,320                 |
|                                               |       | <b>4,908</b>              | <b>-</b>                | <b>14,839</b>           | <b>-</b>               | <b>19,747</b>         | <b>29,373</b>          |
| <b><u>CLERGY AND STAFFING EXPENSES</u></b>    | 14    |                           |                         |                         |                        |                       |                        |
| Clergy Expenses                               |       | 2,077                     | -                       | -                       | -                      | 2,077                 | 1,119                  |
| Computer                                      |       | -                         | -                       | -                       | -                      | -                     | -                      |
| Subscriptions                                 |       | 240                       | -                       | -                       | -                      | 240                   | 240                    |
|                                               |       | <b>2,316</b>              | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>2,316</b>          | <b>1,359</b>           |
| <b><u>CHURCH RUNNING EXPENSES</u></b>         | 15-18 |                           |                         |                         |                        |                       |                        |
| Mission and Evangelism Costs                  | 15    | 3,501                     | -                       | -                       | -                      | 3,501                 | 3,463                  |
| Children & Families                           |       | 2,622                     | -                       | -                       | -                      | 2,622                 | 2,263                  |
| Parish/Team Administration                    | 16    | 879                       | -                       | 824                     | -                      | 1,703                 | 2,314                  |
| Parish Administration - Independent Examiner  |       | 600                       | -                       | -                       | -                      | 600                   | 600                    |
| Church Flowers                                |       | 36                        | -                       | -                       | -                      | 36                    | -                      |
| Churchyard Expenses                           |       | 51                        | -                       | -                       | -                      | 51                    | 51                     |
| Cleaning                                      |       | 650                       | -                       | -                       | -                      | 650                   | -                      |
| Insurance                                     |       | -                         | -                       | 5,174                   | -                      | 5,174                 | 5,001                  |
| Insurance (Parish Room)                       |       | 624                       | -                       | -                       | -                      | 624                   | 589                    |
| Maintenance                                   |       | 710                       | -                       | 2,210                   | -                      | 2,919                 | 646                    |
| Photocopier                                   |       | 1,464                     | -                       | -                       | -                      | 1,464                 | 1,464                  |
| Postage                                       |       | 606                       | -                       | -                       | -                      | 606                   | 1,071                  |
| Printing                                      |       | 2,669                     | -                       | -                       | -                      | 2,669                 | 1,940                  |
| Stationery                                    |       | 599                       | -                       | -                       | -                      | 599                   | 323                    |
| Security                                      |       | 1,273                     | -                       | -                       | -                      | 1,273                 | 976                    |
| Service Costs                                 |       | 1,302                     | -                       | -                       | -                      | 1,302                 | 1,110                  |
| Gas and Electricity                           | 17    | 15,288                    | -                       | -                       | -                      | 15,288                | 6,883                  |
| Water                                         |       | 360                       | -                       | -                       | -                      | 360                   | 201                    |
| Bank charges                                  | 18    | 577                       | -                       | -                       | -                      | 577                   | 421                    |
|                                               |       | <b>33,811</b>             | <b>-</b>                | <b>8,207</b>            | <b>-</b>               | <b>42,018</b>         | <b>29,315</b>          |
| <b><u>MAJOR CAPITAL EXPENDITURE</u></b>       | 19    |                           |                         |                         |                        |                       |                        |
| Church - Major Repairs & Decorations          |       | -                         | -                       | 12,740                  | -                      | 12,740                | 21,958                 |
|                                               |       | <b>-</b>                  | <b>-</b>                | <b>12,740</b>           | <b>-</b>               | <b>12,740</b>         | <b>21,958</b>          |
| <b><u>OTHER EXPENDITURE</u></b>               | 20    |                           |                         |                         |                        |                       |                        |
| Gifts                                         |       | 900                       | -                       | -                       | -                      | 900                   | 460                    |
| Grants                                        |       | -                         | -                       | 1,200                   | -                      | 1,200                 | -                      |
| Miscellaneous                                 |       | 8,499                     | -                       | -                       | -                      | 8,499                 | 1,907                  |
| Refreshments                                  |       | 736                       | -                       | -                       | -                      | 736                   | 490                    |
|                                               |       | <b>10,135</b>             | <b>-</b>                | <b>1,200</b>            | <b>-</b>               | <b>11,335</b>         | <b>2,857</b>           |

# Aylsham PCC

## BALANCE SHEET for the year ended 31 December 2022

|                                                 |       | 2022           | 2021           |
|-------------------------------------------------|-------|----------------|----------------|
|                                                 | Notes | £              | £              |
| <b>Current assets</b>                           | D     |                |                |
| Debtors & prepayments                           |       | 11,916         | 6,511          |
| Cash at bank & in hand                          |       | 127,461        | 137,951        |
| Short-term deposits                             |       | 52,520         | 52,506         |
|                                                 |       | <u>191,897</u> | <u>196,968</u> |
| <b>Current liabilities</b>                      |       |                |                |
| Creditors - amounts falling due within one year |       | 7,418          | 6,946          |
| <b>Net current assets</b>                       |       | <u>184,479</u> | <u>190,022</u> |
| <b>Total net assets</b>                         |       | <u>184,479</u> | <u>190,022</u> |
| <b>Represented by Parish Funds</b>              |       | <b>2,022</b>   | <b>2021</b>    |
| Unrestricted                                    | E     | 6,533          | 5,647          |
| Designated                                      | F     | -              | 3,342          |
| Restricted                                      | G     | 177,946        | 181,033        |
|                                                 |       | <u>184,479</u> | <u>190,022</u> |

The financial statements were approved by the board of Trustees on 30 January 2023 and were signed on its behalf by:

Mrs Debbie Graver  
..... Trustee

# Aylsham PCC

## 1. Fund movement - current year

### PARISH FUNDS DETAILS for the year ended 31 December 2022

| E. Unrestricted           |   | Bal b/fwd      | Receipts       | Payments         | Transfers | Bal c/fwd      |
|---------------------------|---|----------------|----------------|------------------|-----------|----------------|
| Cash in Hand              |   | -              | 117            | - 97             | -         | 19             |
| General Account           |   | 5,647          | 116,145        | - 115,278        | -         | 6,513          |
|                           |   | <b>5,647</b>   | <b>116,262</b> | <b>- 115,376</b> | <b>-</b>  | <b>6,533</b>   |
| F. Designated             |   | Bal b/fwd      | Receipts       | Payments         | Transfers | Bal c/fwd      |
| Millennium Fund           | a | 3,342          | -              | - 3,342          | -         | -              |
|                           |   | <b>3,342</b>   | <b>-</b>       | <b>- 3,342</b>   | <b>-</b>  | <b>-</b>       |
| G. Restricted             |   | Bal b/fwd      | Receipts       | Payments         | Transfers | Bal c/fwd      |
| Fabric Fund               | b | 61,201         | 27,519         | - 19,556         | -         | 69,165         |
| Organ Fund                | c | -              | -              | -                | -         | -              |
| Charities Fund            | d | 286            | 11,775         | - 11,579         | -         | 482            |
| Liz Jones Youth           | e | 2,295          | 13             | -                | -         | 2,308          |
| Pop, Corn and Grace       | f | 79             | -              | -                | -         | 79             |
| School House Trust        | g | 17,728         | 4,620          | - 8,762          | -         | 13,587         |
| Mercers' Grant            | h | 50,556         | 50             | - 7,468          | -         | 43,138         |
| Church Community Fund     | i | 913            | 300            | -                | -         | 1,213          |
| Bell Fund                 | j | 47,976         | -              | -                | -         | 47,976         |
|                           |   | <b>181,033</b> | <b>44,278</b>  | <b>- 47,365</b>  | <b>-</b>  | <b>177,946</b> |
| <b>Total Parish Funds</b> |   | <b>190,022</b> | <b>160,540</b> | <b>- 166,083</b> | <b>-</b>  | <b>184,479</b> |

### NOTES TO DESIGNATED AND RESTRICTED PARISH FUNDS

- Millennium Fund - Designated for church projects and other essential items from Monday Sale donations.
- Fabric Fund - Restricted to cover costs relating to church fabric including insurance, restoration and maintenance.
- Organ Fund - Restricted temporary fund for major repairs to the organ and related items.
- Charities Fund - Restricted to specific charitable fundraising and payments.
- Liz Jones Youth Fund - Restricted to benefit the young people of Aylsham.
- Pop, Corn & Grace Fund - Restricted to production costs of the Festival Radio Station.
- School House Trust Fund - Restricted to educational and youth support costs from rent received.
- Mercers 'Deepening Rural Mission' Grant - Restricted to Team Administrator and Team Youth Worker employment costs.
- Church Community Fund - Restricted to church or local community projects as agreed by the Trustees.
- Bell Fund - Restricted temporary fund for the bells repair project.

# Aylsham PCC

## 1. Fund movement 2021 - comparative year

### PARISH FUNDS DETAILS For the year ended 31 December 2021

| <b>E. Unrestricted</b>    |   | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
|---------------------------|---|------------------|-----------------|------------------|------------------|------------------|
| General Account           |   | 7,750            | 93,586          | - 95,690         | -                | 5,647            |
|                           |   | <b>7,750</b>     | <b>93,586</b>   | <b>- 95,690</b>  | <b>-</b>         | <b>5,647</b>     |
| <b>F. Designated</b>      |   | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
| Quinn Legacy              |   | 5,254            | -               | - 5,000          | - 254            | 0                |
| Millennium Sale           | a | 4,215            | 4,656           | - 5,529          | -                | 3,342            |
|                           |   | <b>9,470</b>     | <b>4,656</b>    | <b>- 10,529</b>  | <b>- 254</b>     | <b>3,342</b>     |
| <b>G. Restricted</b>      |   | <b>Bal b/fwd</b> | <b>Receipts</b> | <b>Payments</b>  | <b>Transfers</b> | <b>Bal c/fwd</b> |
| Fabric Fund               | b | 75,332           | 2,827           | - 16,958         | -                | 61,201           |
| Organ Fund                | c | -                | -               | -                | -                | -                |
| Charity Funds             | d | 378              | 5,060           | - 5,152          | -                | 286              |
| Liz Jones Youth           | e | 2,294            | 1               | -                | -                | 2,295            |
| Pop, Corn and Grace       | f | 79               | -               | -                | -                | 79               |
| School House Trust        | g | 20,081           | 4,620           | - 6,972          | -                | 17,728           |
| Mercers Grant             | h | 33,905           | 35,703          | - 19,053         | -                | 50,556           |
| Church Community Fund     | i | -                | 913             | -                | -                | 913              |
| Bells Fund                | j | 2,574            | 45,147          | -                | 254              | 47,976           |
|                           |   | <b>134,644</b>   | <b>94,270</b>   | <b>- 48,135</b>  | <b>254</b>       | <b>181,033</b>   |
| <b>Total Parish Funds</b> |   | <b>151,864</b>   | <b>192,512</b>  | <b>- 154,353</b> | <b>-</b>         | <b>190,022</b>   |

## GENERAL NOTES

### 2. ACCOUNTING POLICIES

The financial statement has been prepared in accordance with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the Current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS 102.

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

#### STATEMENT OF FINANCIAL ACTIVITIES

##### A. INCOMING RESOURCES

Planned giving, collections and similar donations are recognised when received.

Income tax recoverable on gift aid donations is recognised when the incoming resource to which it relates is received.

Grants and legacies are accounted for when the PCC is notified of its entitlement and the amount due, and is reasonably certain of its ultimate receipt.

Dividends are accounted for when declared receivable, and interest as and when accrued by the payer.

Rental income and other items spanning financial years are accounted for, pro-rata, in the years to which they refer.

All incoming resources are accounted for gross.

##### B. RESOURCES EXPENDED

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is accounted for when due.

Insurance and other items spanning financial years are accounted for, pro-rata, in the years to which they refer.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### BALANCE SHEET

##### C. FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

No value is placed on moveable church furnishings held by the incumbent and churchwardens on special trust for the PCC, which require a faculty for disposal, since the PCC considers this to be an inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Fixed assets are not valued in the financial statements as all such items are deemed to be written off at the time of acquisition.

##### D. CURRENT ASSETS AND LIABILITIES

Debtors are accruals of receipts to the current financial statement that are outstanding with the bank at the year end, and the prepayment of expenditure that relates to future years.

Creditors are accruals of payments to the current financial statement that are outstanding with the bank at the year end, and prepayment of income that relates to future years.

Deposit funds are with the CCLA CBF Church of England Deposit Fund.

#### FUND ACCOUNTING

E. Unrestricted funds are general funds not subject to any restrictions regarding their use and are available, on application, for the general purposes of the PCC.

F. Designated funds are general funds set aside by the PCC for future use. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

G. Restricted funds comprise (a) of income from endowments that is to be expended only on the restricted purposes intended by the donor, and (b) of revenue donations or grants for a specific PCC activity intended by the donor. Any restrictions on gifts would be considered by the PCC before being accepted.

### 3. EMPLOYEES

The average monthly number of employees during the year was: 1

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

|                                 | 2022  | 2021   |
|---------------------------------|-------|--------|
| Number of employees             | 1     | 1.5    |
| Employment costs                | £     | £      |
| Salaries Gross                  | 6,190 | 16,917 |
| Employer pension                | 248   | 677    |
| Employer pension life assurance | 31    | 85     |
|                                 | 6,469 | 17,679 |

### 4. TRUSTEES

During the year in his role as church organist, trustee Henry Macey has been paid £3,788 in honorarium and copyright fees.

No other payments of remuneration or benefits are made to trustees by the charity during the year.

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# Accounts

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**REGISTERED CHARITY NUMBER: 1185005**

**Report of the Trustees and Financial Statements  
for the Year Ended 31 December 2021  
for**

**Aylsham PCC**



**Aylsham Parish Church**  
**Registered Charity No. 1185005**

## **2021 Report and Accounts for the Parochial Church Council of Aylsham Parish Church**

### **Aims and Purposes**

Aylsham Parochial Church Council (PCC) has the responsibility, in cooperation with the incumbent, to promote the whole mission of the Church, pastoral, evangelistic, social, and ecumenical, in the ecclesiastical parish.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and be part of the parish community. It is primarily focussed on the advancement of religion, which is recognised as a charitable purpose having public benefit. All regular public worship is provided free of charge, is not restricted to Church of England adherents, and is available and open to all.

### **Achievements and Performance**

#### **Worship and Prayer**

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. During the current pandemic we have offered online worship both when we have been able and unable to worship in the Church.

Services are regularly supported by our organist and a SATB choir of around twenty-five members. The choir sang in small groups during the earlier part of the year but, from September resumed singing as a full choir. We have a team of bell ringers who, unfortunately, have not been able to ring the bells due to cracking in them. During the year we started a fundraising campaign to enable the bells to be repaired and have raised the full amount required. We are hopeful that repairs will take place during 2022. Members of the congregation volunteer as stewards, readers, intercessors, and coffee makers on a rota basis, and for many other activities.

All are welcome to attend our regular services and group activities. At present there are 164 Parishioners on the Church Electoral Roll, twenty-three of whom are not resident within the parish.

As well as our regular services we enable our community to celebrate and thank God at the milestones of their journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and families express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. There were forty-six funerals, one baptism and twelve weddings in the year.

#### **Deanery Synod**

We have three elected members of the Deanery Synod who meet on a regular basis.

#### **The Church in the centre of the Community**

The benefits of the organisation's purposes are available to everyone and include the advancement of religion, public worship, teaching, free activities for families, community services such as the foodbank, music and singing and other church related activities, donations, and grants, supporting community groups and services, a listening ear and a caring church community, and the church is open every day providing a space to just be.

During the Covid pandemic, the church collaborated with other community organisations to set up a community helpline which received over one thousand calls and provided assistance for anyone in the community who needed it. This line has now terminated as numbers of calls reduced to zero but, we continue to support members of the community who require assistance. We have also provided food packs for school children during the holidays as part of the Filling the Gap initiative.

The church, through the PCC, plays a significant part in the education of our community. Christian values and beliefs are very firmly embedded in St Michael's Church of England, VA, Primary and Nursery School.

The PCC nominates seven Foundation governors to the Governing Body of St Michaels. In addition, our Rector and Children's and Young Persons co-ordinator regularly took assemblies both in person and virtually at all four schools. Schools have also resumed having visits to and services in the Church.

The Church provides a wealth of community activities including weekly children's activities which attract more than one hundred children and families per week and holiday activities which attract around 250 people per activity. These activities resumed towards the end of 2021.

Activities for adults include our New Brew Café, Men's breakfast, Mother's Union, and numerous other groups. The Church is a regular home to three community choirs which encompass members from the age of four to retired adults. Concerts and evening events which were held on a regular basis restarted towards the end of the year in a covid safe manner. Our Monday Sale ran through the summer as an outdoor sale and then resumed indoors during the Autumn. The Church is also home to the local Foodbank.

A new Team Rector Reverend Canon Julie Boyd started her role in January 2021.

### **Mission and Evangelism**

We work closely with the local Church of England School and with the other schools in the community through their assemblies and by regular services and activities held in the church specifically for the schools. Also, showing and sharing the Christian faith and love across the parish is paramount in all that is done by the clergy, Parochial Church Council, and members of the church community.

Donations to other charities and our own projects provide public benefits in the relief of poverty and need, whether within or outside the ecclesiastical parish, often for minority groups with particular needs such as the elderly, or those of any age having to use the foodbank for example.

We reach out to the community across the parish in many ways including through our website at [www.aylshamparishchurch.org.uk](http://www.aylshamparishchurch.org.uk), Facebook, Twitter, notice boards, newsletters and through a regular page in the local free magazine that is delivered to every home in the parish.

### **Pastoral care**

Pastoral care is provided to persons in need, identified by the PCC through pastoral contact in the parish, and through baptisms, weddings and funerals and is carried out by the clergy and other approved visitors and ministers.

### **Team Ministry and Ecumenical Relationships**

The Church is part of the Aylsham and District Team Ministry which consists of 18 Churches in and around Aylsham. The Team is currently staffed by a Rector, 3 Team Vicars (1 part time) and a Curate who work together to minister to the needs of the community in all the locations. In addition, St Michael's is part of the Aylsham Churches together and regularly participates in activities with Churches of other denominations within Aylsham.

## **Financial Review 2021**

The church's primary source of income is planned-giving and gift aid tax, enabling the church to continue to flourish and serve its members and the community. Planned-giving remained stable with 75% standing orders, and extra donations were very generous. From time to time, we may receive a legacy, which is likely to come from someone with a long-term connection with our church. Any restrictions on gifts would first be considered by the PCC before being accepted.

Unrestricted income of £98,242 was received through £40,493 planned giving, £15,896 gift aid tax, £2,328 service collections, £18,188 voluntary donations, and a pecuniary legacy of £500, most gratefully received from the estate of Mr Benjamin Rust. Fundraising events restarted as Covid-19 restrictions eased and raised £6,777. Statutory fees from forty-six funerals and twelve weddings were £5,899 and other sundry items totalled £8,161.

Restricted income of £94,270 included a final grant of £30,000 from the very charitable Mercers' Company to pay for a team administrator and youth worker for whom we also received £5,505 from the covid job retention scheme. An appeal was launched for major repairs to the bells and the target was soon reached within the £45,138 donations and gift aid tax received plus a pecuniary legacy of £500 from the estate of Mrs Jane Brasnett. £5,060 was raised for charity and other receipts totalled £8,067.

The total income for the year was £192,512.

Unrestricted expenditure of £106,218 provided for the Christian ministry of the church and included £62,000 parish share paid to the diocese for clergy stipends and housing and related to the cost of parish ministry and contributed towards the ministry and mission of the diocese. There was no increase in share. Aylsham Parish is the largest in the Aylsham & District Team Ministry and paid 33.1% of the team share, and thanks to the enormous generosity and sacrificial giving of church members at a time when fundraising activities were again restricted due to Covid-19, was paid in full. Other expenditure was £5,726 on mission, £7,083 on utilities, £14,692 on other church running costs, £6,521 on staffing costs, £5,000 on repairs, £2,128 in fundraising, and £3,068 on sundry items.

Restricted expenditure £48,135 consisted of £16,958 repairs to the chancel and the Lady Chapel window, £24,211 on salaries and support, £5,152 charitable giving, and £1,814 in church running expenses.

The total expenditure for the year was £154,353.

Balances of £17,220 unrestricted and £134,644 restricted (£151,864) were brought forward from 2020, the net movement in the year was -£8,231 unrestricted and +£46,389 restricted (+£38,158), and balances carried forward to 2022 being £8,989 unrestricted and £181,033 restricted including £47,976 for future bell repairs and £61,201 for church fabric repairs and projects such as replacing the lighting (£190,022).

From time to time, we may apply for grants to English Heritage, the Listed Places of Worship Grant Scheme, or other heritage Grantmakers for maintenance of our building. We may also apply to the Diocese or other Grantmakers for support with other projects the PCC wishes to undertake in furtherance of its charitable objects.

### **Reserves Policy**

We hold no Reserve Funds or Assets in overseas investment companies or Trusts, and we do not currently hold a reserves policy.

### **Volunteers**

The church is supported by a large contingent of regular and occasional volunteers who work tirelessly to ensure that we can continue to offer all the activities that we do. We are grateful to each and every one of them.

## **Structure, governance, and management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St Michael's our PCC consists of the Rector, Churchwardens, Deanery Synod Representatives, and those elected at our Annual General Meeting. All members of the congregation are encouraged to attend the meeting and stand for the PCC. In addition to elected members, the PCC do co-opt members who have a particular skill set which would enhance the PCC.

PCC members are responsible for making decisions on all general matters of importance to the Church including how funds are spent. The PCC is supported by a Fabric Committee which is chaired by our Fabric Officer, a Strategic Resources and Fundraising Committee, a Mission Team, and an Events officer. Specific projects may also involve the setting up of a committee as was the case with our organ restoration project. All these groups report back to the full PCC who meet every 2 months with a break during the Summer.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

## **Administrative information**

Aylsham Parish Church is situated by the Market Place in the centre of town. It is part of the Diocese of Norwich within the Church of England. The correspondence address is Aylsham Parish Church, Market Place, Aylsham, NR11 6EH. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission, registration number 1185005.

PCC members who have served at any time from 1<sup>st</sup> January 2021 until the date this report was approved are:

### **Ex Officio members:**

- Incumbent: Reverend Canon Julie Boyd
- Curate: Reverend Tracy Jessop
- Churchwarden: Dr Keith Brooker (Until Sept 2021)
- Churchwarden – Mr Tobias De Ville Shaw
- Diocesan Synod Representative - Mrs Hazel Jones (Until Sept 2021)
- Diocesan Synod Representative - Mrs Fiona Tibbitt
- Diocesan Synod Representative - Mrs Valerie Root
- Diocesan Synod Representative – Mrs Debbie Graver (also PCC Secretary) (From May 2021)

### **Elected members:**

- Mr David Martin
- Mrs Mary Elsey
- Mrs Deborah Graver (Secretary) – Until May 2021
- Mrs Sylvia Martin (Treasurer)
- Mr Clive McCombie
- Mrs Angela Quinn
- Mr Henry Macey
- Mr Richard Hodder
- Mr Michael Daniels

- Mrs Jenny Cobley
- Mr Barry Halford – Until May 2021
- Mr Peter Martin
- Mrs Sally Hildrew – From May 2021
- Mrs Erica Fisher – From May 2021

Approved by the PCC on ..... and signed on their behalf by  
the Rector, Reverend Canon Julie Boyd

.....

## **Independent Examiner's Report to the Trustees of Aylsham PCC**

### **Independent examiner's report to the trustees of Aylsham PCC**

I report to the charity trustees on my examination of the accounts of Aylsham PCC (the Trust) for the year ended 31 December 2021.

#### **Responsibilities and basis of report**

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.

#### **Mark Johnstone FCA**

Argents Chartered Accountants  
15 Palace Street  
NORWICH  
Norfolk  
NR3 1RT

Date: .....

# Aylsham PCC

Charity Commission Registration 1185005

## FINANCIAL STATEMENT for the year ended 31 December 2021

| STATEMENT OF FINANCIAL ACTIVITIES                | Note | Unrestricted Fund | Designated Fund | Restricted Fund | Endowment Fund | Total TD 2021 | Total Y/E 2020 |
|--------------------------------------------------|------|-------------------|-----------------|-----------------|----------------|---------------|----------------|
|                                                  |      | £                 | £               | £               | £              | £             | £              |
| INCOMING RESOURCES                               | A    |                   |                 |                 |                |               |                |
| Voluntary receipts                               |      |                   |                 |                 |                |               |                |
| Tax efficient planned giving                     | 1    | 38,901.00         | -               | -               | -              | 38,901.00     | 37,260.72      |
| Other planned giving                             | 2    | 1,591.50          | -               | -               | -              | 1,591.50      | 1,769.60       |
| Collections at services                          | 3    | 2,327.83          | -               | 422.39          | -              | 2,750.22      | 4,651.79       |
| All other giving & voluntary receipts            | 4    | 18,188.43         | -               | 49,462.51       | -              | 67,650.94     | 30,229.65      |
| Gift Aid recovered                               |      | 15,896.09         | -               | 735.00          | -              | 16,631.09     | 15,762.87      |
| Legacies received (capital value)                |      | 500.00            | -               | 500.00          | -              | 1,000.00      | 500.00         |
| Grant Income                                     | 5    | -                 | -               | 35,505.34       | -              | 35,505.34     | 36,397.46      |
| Total voluntary receipts                         |      | 77,404.85         | -               | 86,625.24       | -              | 164,030.09    | 126,572.09     |
| Activities for generating funds                  |      |                   |                 |                 |                |               |                |
| Gross receipts from fundraising activities       | 6    | 2,121.53          | 4,655.46        | -               | -              | 6,776.99      | 3,245.75       |
| Investment income                                |      |                   |                 |                 |                |               |                |
| Dividends, interest, receipts from property etc. | 7    | 164.82            | 0.27            | 4,650.30        | -              | 4,815.39      | 4,964.65       |
| Church activities                                |      |                   |                 |                 |                |               |                |
| Statutory fees retained by the PCC               |      | 5,899.00          | -               | -               | -              | 5,899.00      | 2,967.00       |
| Gross receipts from trading                      | 8    | 295.00            | -               | -               | -              | 295.00        | 240.22         |
| Other receipts                                   |      |                   |                 |                 |                |               |                |
| Other receipts not already listed                | 9    | 7,700.61          | -               | 2,994.82        | -              | 10,695.43     | 11,670.06      |
| Total incoming resources                         |      | 93,585.81         | 4,655.73        | 94,270.36       | -              | 192,511.90    | 149,659.77     |
| RESOURCES EXPENDED                               | B    |                   |                 |                 |                |               |                |
| Costs of generating funds                        |      |                   |                 |                 |                |               |                |
| Fundraising activities (costs and payments)      | 1    | 1,078.14          | 1,050.00        | -               | -              | 2,128.14      | 559.26         |
| Church activities                                |      |                   |                 |                 |                |               |                |
| Mission giving & donations                       | 2    | 211.12            | -               | 5,151.92        | -              | 5,363.04      | 4,824.32       |
| Diocesan parish share contribution               |      | 62,000.00         | -               | -               | -              | 62,000.00     | 62,000.00      |
| Salaries, wages & honoraria                      | 3    | 5,161.96          | -               | 24,210.98       | -              | 29,372.94     | 38,106.82      |
| Clergy and staffing expenses                     | 4    | 1,359.46          | -               | -               | -              | 1,359.46      | 1,829.06       |
| Church expenses                                  |      |                   |                 |                 |                |               |                |
| Mission & evangelism costs                       | 5    | 5,725.87          | -               | -               | -              | 5,725.87      | 7,347.51       |
| Church running expenses (including Governance)   | 6    | 9,791.48          | 4,478.76        | 1,814.07        | -              | 16,084.31     | 16,686.76      |
| Church utility bills                             | 7    | 7,083.37          | -               | -               | -              | 7,083.37      | 5,435.03       |
| Cost of trading (bank charges, bookstall)        | 8    | 420.95            | -               | -               | -              | 420.95        | 352.75         |
| Major capital expenditure                        |      |                   |                 |                 |                |               |                |
| Major repairs & redecoration to church building  |      | -                 | 5,000.00        | 16,958.20       | -              | 21,958.20     | 23,564.48      |
| New building work                                |      | -                 | -               | -               | -              | -             | 780.00         |
| Other expenditure                                |      |                   |                 |                 |                |               |                |
| Other payments not already listed                | 9    | 2,857.21          | -               | -               | -              | 2,857.21      | 3,521.88       |
| Total resources expended                         |      | 95,689.56         | 10,528.76       | 48,135.17       | -              | 154,353.49    | 165,007.87     |
| Net incoming resources before transfers          | -    | 2,103.75          | - 5,873.03      | 46,135.19       | -              | 38,158.41     | - 15,348.10    |
| Transfers between funds                          |      | - -               | 254.18          | 254.18          | -              | 0.00          | -              |
| Net movement in funds                            | -    | 2,103.75          | - 6,127.21      | 46,389.37       | -              | 38,158.41     | - 15,348.10    |
| Balance b/fwd 1 January                          |      | 7,750.27          | 9,469.55        | 134,643.84      | -              | 151,863.66    | 167,211.76     |
| Balances c/fwd                                   |      | 5,646.52          | 3,342.34        | 181,033.21      | -              | 190,022.07    | 151,863.66     |

## NOTES TO THE FINANCIAL STATEMENT

### RECEIPTS

|                                               | A   | Unrestricted<br>Fund<br>£ | Designated<br>Fund<br>£ | Restricted<br>Fund<br>£ | Endowment<br>Fund<br>£ | Total TD<br>2021<br>£ | Total Y/E<br>2020<br>£ |
|-----------------------------------------------|-----|---------------------------|-------------------------|-------------------------|------------------------|-----------------------|------------------------|
| <b><u>PLANNED GIVING</u></b>                  | 1-2 |                           |                         |                         |                        |                       |                        |
| Standing Order - Gift Aided                   | 1   | 33,840.00                 | -                       | -                       | -                      | 33,840.00             | 30,139.00              |
| Regular Envelopes - Gift Aided                |     | 5,061.00                  | -                       | -                       | -                      | 5,061.00              | 7,121.72               |
| Standing Order                                | 2   | 1,300.00                  | -                       | -                       | -                      | 1,300.00              | 1,280.00               |
| Regular Envelopes                             |     | 291.50                    | -                       | -                       | -                      | 291.50                | 489.60                 |
|                                               |     | <b>40,492.50</b>          | -                       | -                       | -                      | <b>40,492.50</b>      | <b>39,030.32</b>       |
| <b><u>COLLECTIONS AT SERVICES</u></b>         | 3   |                           |                         |                         |                        |                       |                        |
| Sunday Collections                            |     | 1,247.71                  | -                       | -                       | -                      | 1,247.71              | 2,212.07               |
| Sunday Collections - Gift Aided               |     | 313.51                    | -                       | -                       | -                      | 313.51                | 227.00                 |
| Weekday Collections                           |     | 210.26                    | -                       | -                       | -                      | 210.26                | 407.06                 |
| Weekday Collections - Gift Aided              |     | 82.65                     | -                       | -                       | -                      | 82.65                 | -                      |
| Wedding and Funeral Collections               |     | 433.70                    | -                       | 402.39                  | -                      | 836.09                | 1,539.14               |
| Wedding and Funeral Collections - Gift Aided  |     | 40.00                     | -                       | 20.00                   | -                      | 60.00                 | 5.00                   |
| Baptism Collections                           |     | -                         | -                       | -                       | -                      | -                     | 221.52                 |
| Baptism Collections - Gift Aided              |     | -                         | -                       | -                       | -                      | -                     | 40.00                  |
|                                               |     | <b>2,327.83</b>           | -                       | <b>422.39</b>           | -                      | <b>2,750.22</b>       | <b>4,651.79</b>        |
| <b><u>ALL OTHER VOLUNTARY GIVING</u></b>      | 4   |                           |                         |                         |                        |                       |                        |
| Appeals                                       |     | -                         | -                       | 44,964.33               | -                      | 44,964.33             | 2,400.10               |
| Appeals Gift Aided                            |     | -                         | -                       | 3,585.13                | -                      | 3,585.13              | 235.00                 |
| CAF & GAYE giving                             |     | 30.00                     | -                       | -                       | -                      | 30.00                 | 105.00                 |
| Donations                                     |     | 2,155.87                  | -                       | 913.05                  | -                      | 3,068.92              | 9,967.55               |
| Donations - Gift Aided                        |     | 15,561.00                 | -                       | -                       | -                      | 15,561.00             | 17,283.00              |
| Wall Boxes                                    |     | 441.56                    | -                       | -                       | -                      | 441.56                | 239.00                 |
|                                               |     | <b>18,188.43</b>          | -                       | <b>49,462.51</b>        | -                      | <b>67,650.94</b>      | <b>30,229.65</b>       |
| <b><u>GRANT INCOME</u></b>                    | 5   |                           |                         |                         |                        |                       |                        |
| Non-Recurring Grants                          |     | -                         | -                       | -                       | -                      | -                     | 2,300.00               |
| Recurring Grants                              |     | -                         | -                       | 35,505.34               | -                      | 35,505.34             | 34,097.46              |
|                                               |     | -                         | -                       | <b>35,505.34</b>        | -                      | <b>35,505.34</b>      | <b>36,397.46</b>       |
| <b><u>ACTIVITIES FOR GENERATING FUNDS</u></b> | 6   |                           |                         |                         |                        |                       |                        |
| Churches Together Bike Ride                   |     | 109.78                    | -                       | -                       | -                      | 109.78                | 64.03                  |
| Concerts and Events                           |     | 1,769.83                  | -                       | -                       | -                      | 1,769.83              | 22.00                  |
| Other Fundraising                             |     | 241.92                    | 4,655.46                | -                       | -                      | 4,897.38              | 3,159.72               |
|                                               |     | <b>2,121.53</b>           | <b>4,655.46</b>         | -                       | -                      | <b>6,776.99</b>       | <b>3,245.75</b>        |
| <b><u>INVESTMENT INCOME</u></b>               | 7   |                           |                         |                         |                        |                       |                        |
| Bank Loyalty Reward                           |     | 51.04                     | -                       | -                       | -                      | 51.04                 | 47.72                  |
| Dividends and Interest                        |     | 0.78                      | 0.27                    | 30.30                   | -                      | 31.35                 | 296.93                 |
| Rental income                                 |     | 113.00                    | -                       | 4,620.00                | -                      | 4,733.00              | 4,620.00               |
|                                               |     | <b>164.82</b>             | <b>0.27</b>             | <b>4,650.30</b>         | -                      | <b>4,815.39</b>       | <b>4,964.65</b>        |
| <b><u>CHURCH ACTIVITIES</u></b>               | 8   |                           |                         |                         |                        |                       |                        |
| Bookstall                                     |     | -                         | -                       | -                       | -                      | -                     | 120.22                 |
| Non-charitable trading                        |     | 100.00                    | -                       | -                       | -                      | 100.00                | 100.00                 |
| Use of Church building                        |     | 195.00                    | -                       | -                       | -                      | 195.00                | 120.00                 |
|                                               |     | <b>295.00</b>             | -                       | -                       | -                      | <b>295.00</b>         | <b>340.22</b>          |
| <b><u>OTHER INCOME</u></b>                    | 9   |                           |                         |                         |                        |                       |                        |
| Children & Youth Activities                   |     | 1,513.08                  | -                       | -                       | -                      | 1,513.08              | 1,263.21               |
| Church Flowers                                |     | 99.91                     | -                       | -                       | -                      | 99.91                 | 156.00                 |
| Church Flowers Gift Aided                     |     | 20.00                     | -                       | -                       | -                      | 20.00                 | -                      |
| Fees - extras                                 |     | 646.00                    | -                       | -                       | -                      | 646.00                | 445.12                 |
| Insurance Claim Repayment                     |     | -                         | -                       | 1,742.00                | -                      | 1,742.00              | -                      |
| Miscellaneous                                 |     | 4,207.25                  | -                       | 197.52                  | -                      | 4,404.77              | 4,298.65               |
| Parish Activities                             |     | -                         | -                       | -                       | -                      | -                     | 2,890.00               |
| Tea & Coffee                                  |     | 1,214.37                  | -                       | -                       | -                      | 1,214.37              | 1,006.33               |
| VAT Reclaim                                   |     | -                         | -                       | 1,055.30                | -                      | 1,055.30              | 1,510.75               |
|                                               |     | <b>7,700.61</b>           | -                       | <b>2,994.82</b>         | -                      | <b>10,695.43</b>      | <b>11,570.06</b>       |

**NOTES TO THE FINANCIAL STATEMENT ctd.**

**PAYMENTS**

|                                               | B | Unrestricted<br>Fund<br>£ | Designated<br>Fund<br>£ | Restricted<br>Fund<br>£ | Endowment<br>Fund<br>£ | Total TD<br>2021<br>£ | Total Y/E<br>2020<br>£ |
|-----------------------------------------------|---|---------------------------|-------------------------|-------------------------|------------------------|-----------------------|------------------------|
| <b><u>COSTS OF GENERATING FUNDS</u></b>       |   |                           |                         |                         |                        |                       |                        |
| 1                                             |   |                           |                         |                         |                        |                       |                        |
| Concerts & Events                             |   | 943.57                    | -                       | -                       | -                      | 943.57                | 349.16                 |
| Fund Raising                                  |   | 134.57                    | 1,050.00                | -                       | -                      | 1,184.57              | 210.10                 |
|                                               |   | <b>1,078.14</b>           | <b>1,050.00</b>         | <b>-</b>                | <b>-</b>               | <b>2,128.14</b>       | <b>559.26</b>          |
| <b><u>CHURCH ACTIVITIES</u></b>               |   |                           |                         |                         |                        |                       |                        |
| <b><u>MISSION GIVING AND DONATIONS</u></b>    |   |                           |                         |                         |                        |                       |                        |
| 2                                             |   |                           |                         |                         |                        |                       |                        |
| Charities - Home (UK)                         |   | 46.25                     | -                       | 2,768.88                | -                      | 2,815.13              | 1,536.82               |
| Charities - Overseas                          |   | 5.00                      | -                       | 496.79                  | -                      | 501.79                | 472.09                 |
| Charities - Secular                           |   | 68.45                     | -                       | 413.45                  | -                      | 481.90                | 2,335.31               |
| Charities - Christian Relief                  |   | 91.42                     | -                       | 1,472.80                | -                      | 1,564.22              | 480.10                 |
|                                               |   | <b>211.12</b>             | <b>-</b>                | <b>5,151.92</b>         | <b>-</b>               | <b>5,363.04</b>       | <b>4,824.32</b>        |
| <b><u>SALARIES, WAGES &amp; HONORARIA</u></b> |   |                           |                         |                         |                        |                       |                        |
| 3                                             |   |                           |                         |                         |                        |                       |                        |
| Administrator Parish/Team                     |   | 1,292.00                  | -                       | 6,063.96                | -                      | 7,355.96              | 7,611.65               |
| Salaries                                      |   | -                         | -                       | 11,697.02               | -                      | 11,697.02             | 21,108.96              |
| Support Costs                                 |   | 3,869.96                  | -                       | 6,450.00                | -                      | 10,319.96             | 9,386.21               |
|                                               |   | <b>5,161.96</b>           | <b>-</b>                | <b>24,210.98</b>        | <b>-</b>               | <b>29,372.94</b>      | <b>38,106.82</b>       |
| <b><u>CLERGY AND STAFFING EXPENSES</u></b>    |   |                           |                         |                         |                        |                       |                        |
| 4                                             |   |                           |                         |                         |                        |                       |                        |
| Clergy Expenses                               |   | 1,119.47                  | -                       | -                       | -                      | 1,119.47              | 502.20                 |
| Computer                                      |   | -                         | -                       | -                       | -                      | -                     | 866.93                 |
| Subscriptions                                 |   | 239.99                    | -                       | -                       | -                      | 239.99                | 459.93                 |
|                                               |   | <b>1,359.46</b>           | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>1,359.46</b>       | <b>1,829.06</b>        |
| <b><u>CHURCH RUNNING EXPENSES</u></b>         |   |                           |                         |                         |                        |                       |                        |
| 5-8                                           |   |                           |                         |                         |                        |                       |                        |
| Mission and Evangelism Costs                  | 5 | 3,462.65                  | -                       | -                       | -                      | 3,462.65              | 1,984.88               |
| Children & Youth Activities                   |   | 2,263.22                  | -                       | -                       | -                      | 2,263.22              | 2,472.63               |
| Parish Activities                             |   | -                         | -                       | -                       | -                      | -                     | 2,890.00               |
| Parish/Team Administration                    | 6 | 1,622.33                  | -                       | 1,291.58                | -                      | 2,913.91              | 1,992.09               |
| Church Flowers                                |   | -                         | -                       | -                       | -                      | -                     | 135.75                 |
| Churchyard Expenses                           |   | 51.00                     | -                       | -                       | -                      | 51.00                 | 46.00                  |
| Insurance                                     |   | -                         | 4,478.76                | 522.49                  | -                      | 5,001.25              | 4,888.22               |
| Insurance (Parish Room)                       |   | 588.59                    | -                       | -                       | -                      | 588.59                | 580.73                 |
| Maintenance                                   |   | 645.60                    | -                       | -                       | -                      | 645.60                | 1,401.42               |
| Photocopier                                   |   | 1,464.00                  | -                       | -                       | -                      | 1,464.00              | 1,818.00               |
| Postage                                       |   | 1,070.82                  | -                       | -                       | -                      | 1,070.82              | 1,251.64               |
| Printing                                      |   | 1,940.43                  | -                       | -                       | -                      | 1,940.43              | 1,731.51               |
| Stationery                                    |   | 322.60                    | -                       | -                       | -                      | 322.60                | 438.73                 |
| Security                                      |   | 975.72                    | -                       | -                       | -                      | 975.72                | 901.44                 |
| Service Costs                                 |   | 1,110.39                  | -                       | -                       | -                      | 1,110.39              | 1,501.23               |
| Gas and Electricity                           | 7 | 6,882.52                  | -                       | -                       | -                      | 6,882.52              | 5,275.98               |
| Water                                         |   | 200.85                    | -                       | -                       | -                      | 200.85                | 159.05                 |
| Bank charges                                  | 8 | 420.95                    | -                       | -                       | -                      | 420.95                | 350.95                 |
| Bookstall                                     |   | -                         | -                       | -                       | -                      | -                     | 1.80                   |
|                                               |   | <b>23,021.67</b>          | <b>4,478.76</b>         | <b>1,814.07</b>         | <b>-</b>               | <b>29,314.50</b>      | <b>29,822.05</b>       |
| <b><u>OTHER EXPENDITURE</u></b>               |   |                           |                         |                         |                        |                       |                        |
| 9                                             |   |                           |                         |                         |                        |                       |                        |
| Gifts                                         |   | 460.00                    | -                       | -                       | -                      | 460.00                | 154.97                 |
| Miscellaneous                                 |   | 1,907.12                  | -                       | -                       | -                      | 1,907.12              | 3,085.42               |
| Tea & Coffee etc                              |   | 490.09                    | -                       | -                       | -                      | 490.09                | 281.49                 |
|                                               |   | <b>2,857.21</b>           | <b>-</b>                | <b>-</b>                | <b>-</b>               | <b>2,857.21</b>       | <b>3,521.88</b>        |

# Aylsham PCC

## BALANCE SHEET for the year ended 31 December 2021

|                                    | Note | Unrestricted<br>Fund | Designated<br>Fund | Restricted<br>Fund | Endowment<br>Fund | Total<br>2021     | Total<br>2020     |
|------------------------------------|------|----------------------|--------------------|--------------------|-------------------|-------------------|-------------------|
|                                    |      | £                    | £                  | £                  | £                 | £                 | £                 |
| <b>Current assets</b>              | D    |                      |                    |                    |                   |                   |                   |
| Debtors                            |      | 5,509.20             | 703.00             | 298.40             | -                 | 6,510.60          | 6,002.18          |
| Bank Current Accounts              |      | 4,288.94             | 2,639.34           | 131,023.05         | -                 | 137,951.33        | 94,842.14         |
| Deposit Funds                      |      | 1,500.00             | -                  | 51,006.39          | -                 | 52,506.39         | 53,878.66         |
|                                    |      | <b>11,298.14</b>     | <b>3,342.34</b>    | <b>182,327.84</b>  | <b>-</b>          | <b>196,968.32</b> | <b>154,722.98</b> |
| <b>Current liabilities</b>         | D    |                      |                    |                    |                   |                   |                   |
| Creditors                          |      | 5,651.62             | -                  | 1,294.63           | -                 | 6,946.25          | 2,859.32          |
| <b>Net current assets</b>          |      | <b>5,646.52</b>      | <b>3,342.34</b>    | <b>181,033.21</b>  | <b>-</b>          | <b>190,022.07</b> | <b>151,863.66</b> |
| <b>Total net assets</b>            |      | <b>5,646.52</b>      | <b>3,342.34</b>    | <b>181,033.21</b>  | <b>-</b>          | <b>190,022.07</b> | <b>151,863.66</b> |
| <b>Represented by Parish Funds</b> |      |                      |                    |                    |                   | <b>2021</b>       | <b>2020</b>       |
| Unrestricted                       | E    |                      |                    |                    |                   | 5,646.52          | 7,750.27          |
| Designated                         | F    |                      |                    |                    |                   | 3,342.34          | 9,469.55          |
| Restricted                         | G    |                      |                    |                    |                   | 181,033.21        | 134,643.84        |
|                                    |      |                      |                    |                    |                   | <b>190,022.07</b> | <b>151,863.66</b> |

The financial statements were approved by the board of Trustees on ..... and were signed on its behalf by:

.....Trustee

# Aylsham PCC

## 1. Fund movement - current year

### PARISH FUNDS DETAILS for the year ended 31 December 2021

| E. Unrestricted       |   | Bal b/fwd         | Receipts          | Payments            | Transfers       | Bal c/fwd         |
|-----------------------|---|-------------------|-------------------|---------------------|-----------------|-------------------|
| General Account       |   | 7,750.27          | 93,585.81         | - 95,689.56         | -               | 5,646.52          |
|                       |   | <b>7,750.27</b>   | <b>93,585.81</b>  | <b>- 95,689.56</b>  | <b>-</b>        | <b>5,646.52</b>   |
| F. Designated         |   | Bal b/fwd         | Receipts          | Payments            | Transfers       | Bal c/fwd         |
| Quinn Legacy          | a | 5,254.18          | -                 | - 5,000.00          | - 254.18        | 0.00              |
| Millennium Fund       | b | 4,215.37          | 4,655.73          | - 5,528.76          | -               | 3,342.34          |
|                       |   | <b>9,469.55</b>   | <b>4,655.73</b>   | <b>- 10,528.76</b>  | <b>- 254.18</b> | <b>3,342.34</b>   |
| G. Restricted         |   | Bal b/fwd         | Receipts          | Payments            | Transfers       | Bal c/fwd         |
| Fabric Fund           | c | 75,332.44         | 2,827.07          | - 16,958.20         | -               | 61,201.31         |
| Charities Fund        | e | 378.15            | 5,059.58          | - 5,151.92          | -               | 285.81            |
| Liz Jones Youth       | f | 2,294.35          | 0.53              | -                   | -               | 2,294.88          |
| Pop, Corn and Grace   | g | 78.51             | -                 | -                   | -               | 78.51             |
| School House Trust    | h | 20,080.63         | 4,620.00          | - 6,972.49          | -               | 17,728.14         |
| Mercers' Grant        | i | 33,905.47         | 35,702.86         | - 19,052.56         | -               | 50,555.77         |
| Church Community Fund | j | -                 | 913.05            | -                   | -               | 913.05            |
| Bells Fund            | k | 2,574.29          | 45,147.27         | -                   | 254.18          | 47,975.74         |
|                       |   | <b>134,643.84</b> | <b>94,270.36</b>  | <b>- 48,135.17</b>  | <b>254.18</b>   | <b>181,033.21</b> |
| Total Parish Funds    |   | <b>151,863.66</b> | <b>192,511.90</b> | <b>- 154,353.49</b> | <b>-</b>        | <b>190,022.07</b> |

## NOTES TO DESIGNATED AND RESTRICTED PARISH FUNDS

- a. Quinn Legacy - Designated £5k for Lady Chapel window renovations and balance for charitable giving & bells appeal.
- b. Millennium Fund - Designated for insurance, church projects and other essential items from Monday Sale donations.
- c. Fabric Fund - Restricted to cover costs of church fabric restoration and maintenance.
- e. Charities Fund - Restricted to specific charitable fundraising, appeals and payments.
- f. Liz Jones Youth Fund - Restricted to benefit the young people of Aylsham.
- g. Pop, Corn & Grace Fund - Restricted to production costs of the Festival Radio Station.
- h. School House Trust Fund - Restricted to educational purposes and youth support costs from rent received.
- i. Mercers 'Deepening Rural Mission' (£34k Dec18, £32k Mar20, £30k Mar21 final) - Restricted to Team Administrator & Youth Worker.
- j. Church Community Fund - Restricted to church or local community projects as agreed by the Trustees.
- k. Bells Fund - Restricted temporary fund for headstock repair project.

# Aylsham PCC

## 1. Fund movement 2020 - comparative year

### PARISH FUNDS DETAILS For the year ended 31 December 2020

| E. Unrestricted           |   | Bal b/fwd         | Receipts          | Payments            | Transfers | Bal c/fwd         |
|---------------------------|---|-------------------|-------------------|---------------------|-----------|-------------------|
| General Account           |   | 6,712.06          | 95,263.27         | - 94,225.06         | -         | 7,750.27          |
|                           |   | <b>6,712.06</b>   | <b>95,263.27</b>  | <b>- 94,225.06</b>  | <b>-</b>  | <b>7,750.27</b>   |
| F. Designated             |   | Bal b/fwd         | Receipts          | Payments            | Transfers | Bal c/fwd         |
| Quinn Legacy              | a | 5,504.18          | -                 | - 250.00            | -         | 5,254.18          |
| Millennium Sale           | b | 9,198.48          | 2,893.77          | - 7,876.88          | -         | 4,215.37          |
|                           |   | <b>14,702.66</b>  | <b>2,893.77</b>   | <b>- 8,126.88</b>   | <b>-</b>  | <b>9,469.55</b>   |
| G. Restricted             |   | Bal b/fwd         | Receipts          | Payments            | Transfers | Bal c/fwd         |
| Fabric Fund               | c | 91,898.93         | 3,716.79          | - 20,283.28         | -         | 75,332.44         |
| Organ Fund                | d | 444.70            | 60.01             | - 504.71            | -         | -                 |
| Charity Funds             | e | -                 | 2,999.15          | - 2,621.00          | -         | 378.15            |
| Liz Jones Youth           | f | 2,242.70          | 261.65            | - 210.00            | -         | 2,294.35          |
| Pop, Corn and Grace       | g | 78.51             | -                 | -                   | -         | 78.51             |
| School House Trust        | h | 21,614.70         | 4,620.00          | - 6,154.07          | -         | 20,080.63         |
| Mercers Grant             | i | 28,204.88         | 34,097.46         | - 28,396.87         | -         | 33,905.47         |
| Bells Fund                | k | 1,312.62          | 5,747.67          | - 4,486.00          | -         | 2,574.29          |
|                           |   | <b>145,797.04</b> | <b>51,502.73</b>  | <b>- 62,655.93</b>  | <b>-</b>  | <b>134,643.84</b> |
| <b>Total Parish Funds</b> |   | <b>167,211.76</b> | <b>149,659.77</b> | <b>- 165,007.87</b> | <b>-</b>  | <b>151,863.66</b> |

## GENERAL NOTES

### 2. ACCOUNTING POLICIES

The financial statement has been prepared in accordance with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the Current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS 102.

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

#### STATEMENT OF FINANCIAL ACTIVITIES

##### A. INCOMING RESOURCES

Planned giving, collections and similar donations are recognised when received.

Income tax recoverable on gift aid donations is recognised when the incoming resource to which it relates is received.

Grants and legacies are accounted for when the PCC is notified of its entitlement and the amount due, and is reasonably certain of its ultimate receipt.

Dividends are accounted for when declared receivable, and interest as and when accrued by the payer.

Rental income and other items spanning financial years are accounted for, pro-rata, in the years to which they refer.

All incoming resources are accounted for gross.

##### B. RESOURCES EXPENDED

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC.

The diocesan parish share expected to be paid over is accounted for when due.

Insurance and other items spanning financial years are accounted for, pro-rata, in the years to which they refer.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### BALANCE SHEET

##### FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

No value is placed on moveable church furnishings held by the incumbent and churchwardens on special trust for the PCC, which require a faculty for disposal, since the PCC considers this to be an inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time).

Fixed assets are not valued in the financial statements as all such items are written off at the time of their acquisition.

##### D. CURRENT ASSETS AND LIABILITIES

Debtors are accruals of receipts to the current financial statement that are outstanding with the bank at the year end, and prepayment of expenditure that relates to future years.

Creditors are accruals of payments to the current financial statement that are outstanding with the bank at the year end, and prepayment of income that relates to future years.

Deposit funds are with the CCLA CBF Church of England Deposit Fund.

#### FUND ACCOUNTING

E. Unrestricted funds are general funds not subject to any restrictions regarding their use and are available, on application, for the general purposes of the PCC.

F. Designated funds are general funds set aside by the PCC for future use. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

G. Restricted funds comprise (a) income from endowments that is to be expended only on the restricted purposes intended by the donor, and (b) revenue donations or grants for a specific PCC activity intended by the donor. Any restrictions on gifts would be considered by the PCC before being accepted.

### 3. EMPLOYEES

The average monthly number of employees during the year was: 1.5

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

|                                                 | 2021   | 2020   |
|-------------------------------------------------|--------|--------|
|                                                 | Number | Number |
| Employees                                       | 1.5    | 2      |
| Employment costs                                | 2021   | 2020   |
|                                                 | £      | £      |
| Salaries (Gross, E'er Pension & Life Assurance) | 17,679 | 27,224 |

#### 3. Trustees

During the year, trustee Henry Macey, was paid the sum of £3,450 in honorarium fees for his role as church organist.

No other payments of remuneration or benefits are made to trustees by the charity during the year.

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# Accounts

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**REGISTERED CHARITY NUMBER: 1185005**

**Report of the Trustees and Financial Statements  
for the Year Ended 31 December 2020  
for**

**Aylsham PCC**



**Aylsham Parish Church**  
**Registered Charity No. 1185005**

## **2020 Report and Accounts for the Parochial Church Council of Aylsham Parish Church**

### **Aims and Purposes**

Aylsham Parochial Church Council (PCC) has the responsibility, in cooperation with the incumbent, to promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical, in the ecclesiastical parish.

### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our church and be part of the parish community. It is primarily focussed on the advancement of religion, which is recognised as a charitable purpose having public benefit. All regular public worship is provided free of charge, is not restricted to Church of England adherents, and is available and open to all.

### **Achievements and Performance**

#### **Worship and Prayer**

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. During the current pandemic we have offered online worship both when we have been able and unable to worship in the Church.

Services are regularly supported by our organist and a SATB choir of around 25 members. During the current pandemic, the choir has been unable to sing as a full group but, small groups have supported some services and the choir also recorded a virtual anthem. Our organ scholar continues to work with our organist to support worship in the Church. We have a team of bell ringers who practise once a week and regularly ring prior to our services. In addition members of the congregation volunteer as stewards, readers, intercessors and coffee makers on a rota basis. This year our longstanding vergers Derek Medler decided to stand down and gifts were presented to both him and his wife Connie to thank them for everything they had done for the Church.

All are welcome to attend our regular services and group activities. At present there are 162 Parishioners on the Church Electoral Roll, 22 of whom are not resident within the parish.

As well as our regular services we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and families express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. This year baptisms and weddings have been limited due to covid-19.

#### **Deanery Synod**

We have 3 elected members of the Deanery Synod who meet on a regular basis.

#### **The Church in the centre of the Community**

The benefits of the organisation's purposes are available to everyone and include the advancement of religion, public worship, teaching, free activities for families, community services such as the foodbank, music and singing and other church related activities, donations and grants, supporting community groups and services, a listening ear and a caring church community, and the church is open every day providing a

space to just be. A new initiative in 2020 was the Blickling phonebox larder which is filled with provisions on a weekly basis and is available to anyone in the community who needs assistance. This has been well utilised over the past year.

During the Covid pandemic, the Church has worked with other community organisations to set up a community helpline which has received over 1000 calls and provided assistance for anyone in the community who needed it. We have also provided food packs for school children during the holidays as part of the Filling the Gap initiative.

The church, through the PCC, plays a significant part in the education of our community. Christian values and beliefs are very firmly embedded in St Michael's Church of England, VA, Primary and Nursery School.

The PCC nominates 7 Foundation governors to the Governing Body of St Michaels. In addition, curate regularly took assemblies both in person and virtually at all four schools. Since his departure this role has been undertaken by our Children's and Young Persons co-ordinator. This included a virtual assembly where children made Christingles from packs provided by the Church. The Church also joined with other Churches in Aylsham to provide every primary school child in Aylsham with a Nativity story book.

The Church provides a wealth of community activities including weekly children's activities which attract in excess of 100 children and families per week and holiday activities which attract around 250 people per activity. We have not been able to run these activities since March 2020 but, have provided activity packs for children on a regular basis which have proved to be extremely popular. Youth breakfasts also continued to be held until March when we had to suspend them.

Activities for adults include our New Brew Café, Men's breakfast, Mother's Union and numerous other groups. The Church is a regular home to 3 community choirs which encompass members from the age of 4 – retired adults. Concerts and evening events are held in the Church on a regular basis and during early 2020 until we had to suspend a lot of our activities due to the pandemic. During the first lockdown weekly coffee mornings we held virtually. Our Monday Sale ran through the summer as an outdoor sale and the Church is also home to the local Foodbank.

Rev Jack Branford left in July to take up a role as chaplain at Gresham's School and an outdoor service to celebrate his time at Aylsham was held. A new Team Rector Reverend Canon Julie Boyd was also appointed and started her role in January 2021.

## **Mission and Evangelism**

We work closely with the local Church of England School and with the other schools in the community through their assemblies and by regular services and activities held in the church specifically for the schools. Also, showing and sharing the Christian faith and love across the parish is paramount in all that is done by the clergy, Parochial Church Council and members of the church community.

Donations to other charities and our own projects provide public benefits in the relief of poverty and need, whether within or outside the ecclesiastical parish, often for minority groups with particular needs such as the elderly, or those of any age having to use the foodbank for example.

We reach out to the community across the parish in many ways including through our website at [www.aylshamparishchurch.org.uk](http://www.aylshamparishchurch.org.uk), Facebook, twitter, notice boards, newsletters and through a regular page in the local free magazine that is delivered to every home in the parish.

## **Pastoral care**

Pastoral care is provided to persons in need, identified by the PCC through pastoral contact in the parish, and through baptisms, weddings and funerals and is carried out by the clergy and other approved visitors

and ministers.

## **Team Ministry and Ecumenical Relationships**

The Church is part of the Aylsham and District Team Ministry which consists of 18 Churches in and around Aylsham. The Team is currently staffed by a Rector, 3 Team Vicars (1 part time) and a Curate who work together to minister to the needs of the community in all the locations but during 2019 the Rector has moved on to a new post. A new Rector has now been appointed and will start in post during January 2021. In addition St Michael's is part of the Aylsham Churches together and regularly participates in activities with Churches of other denominations within Aylsham.

## **Financial Review 2020**

The church's primary source of income is planned-giving and gift aid tax, enabling the church to continue to flourish and serve its members and the community. From time to time we may receive a legacy, which is likely to come from someone with a long-term connection with our church. Any restrictions on gifts would be considered by the PCC before being accepted.

Total receipts on unrestricted funds were £98,157 of which £65,897 was voluntary donations, and a further £15,263 was Gift Aid tax. We were grateful for a pecuniary legacy of £500 from the estate of Mr Geoffrey Ducker. Restricted income of £51,503 was also received including a further grant of £32,000 from the very charitable Mercers' Company to pay for a team administrator and a youth worker.

Planned-giving remained stable and as 2020 saw unprecedented financial constriction due to the Covid-19 pandemic, it was good to see the use of banker's order increase to 73% from 51% in the year, with many new donors signing up and others moving across from the envelope scheme. Also, extra donations were amazingly generous. Total income, including tax recovered but excluding grants, did decrease by 17% in the year, mainly due to collections at services and statutory fees being greatly reduced and fund-raising events cancelled. Total income for the year was £149,660.

Expenditure of £102,352 from unrestricted funds went to provide the Christian ministry of the church, including the £62,000 contribution to the diocesan parish share that increased by 10.7% in the year. It largely provides clergy stipends and housing and relates to the actual cost of ministry within the team and to ministry and mission across the diocese that needs to be shared by all. The Diocese requests an amount from the team, whose leaders then decide how much to allocate to each of its 16 churches. We pay 33.1% of the team sum as Aylsham Parish Church has the largest congregation. Our share was paid in full despite the reduced income due to the Covid-19 pandemic and thanks to the enormous generosity and sacrificial giving of church members, and to those who worked extremely hard and raised funds in other inspirational ways.

£62,656 was also spent from restricted funds including £19,503 on maintenance & repairs to the south chancel stained-glass window, the lighting system, the guttering, downpipes, and channel gully, and £28,033 on the payroll. Charitable giving of £4,824 was unfortunately two thirds less than last year. Total overall expenditure for the year was £165,008.

The net result for the year was a deficit of receipts over payments on unrestricted and restricted funds of £4,195 and £11,153 accordingly, totalling £15,348. Adding bank and deposit balances brought forward at the beginning of the year of £167,212, funds carried forward as of 31<sup>st</sup> December were £7,751 unrestricted, £9,469 unrestricted designated, including £5,000 set aside to meet costs of future Lady Chapel window renovations, and £134,644 restricted of which £75,332 is retained towards meeting the cost of repairs to the church fabric. Balances on 31<sup>st</sup> December totalled £151,864.

From time to time we may apply for grants to English Heritage, the Listed Places of Worship Grant Scheme, or some other heritage Grantmaker for maintenance of our building. We may also apply to the

Diocese or other Grantmakers for support with other projects the PCC wishes to undertake in furtherance of its charitable objects.

## **Reserves Policy**

We hold no Reserve Funds or Assets in overseas investment companies or Trusts and we do not currently hold a reserves policy.

## **Volunteers**

The church is manned by a large contingent of regular and occasional volunteers who work tirelessly to ensure that we can continue to offer all the activities that we do. We are grateful to each and every one of them.

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St Michael's our PCC consists of the Rector, Churchwardens, Deanery Synod Representatives and those who are elected at our Annual General Meeting. During the time we were without an incumbent, the PCC was chaired either by the Acting Team Rector or the Lay Chair. All members of the congregation are encouraged to attend the meeting and stand for the PCC. In addition to elected members, the PCC do co-opt members who have a particular skill set which would enhance the PCC.

PCC members are responsible for making decisions on all general matters of importance to the Church including how funds are spent. The PCC are supported by a Fabric Committee which is chaired by one of our Churchwardens, a Mission Team and an Events officer. Specific projects may also involve the setting up of a committee as was the case with our recent organ restoration project. All these groups report back to the full PCC who meet every 2 months with a break during the Summer.

The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults).

## **Administrative information**

Aylsham Parish Church is situated by the Market Place in the centre of town. It is part of the Diocese of Norwich within the Church of England. The correspondence address is Aylsham Parish Church, Market Place, Aylsham, NR11 6EH. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2006) and is registered with the Charity Commission, registration number 1185005.

PCC members who have served at any time from 1<sup>st</sup> January 2019 until the date this report was approved are:

Ex Officio members:

- Incumbent: Vacant
- Curate: Reverend Jack Branford (Vice Chair) – Until July 2020
- Churchwarden: Dr Keith Brooker
- Churchwarden: Mr Neil Toplis – Until October 2020
- Churchwarden – Mr Tobias De Ville Shaw – From October 2020
- Diocesan Synod Representative - Mrs Hazel Jones
- Diocesan Synod Representative - Mrs Fiona Tibbitt
- Diocesan Synod Representative - Mrs Valerie Root

Elected members:

- Mr Tobias De Ville Shaw – Until October 2020

- Mr David Martin
- Mrs Mary Elsey
- Mrs Deborah Graver (Secretary)
- Mrs Sylvia Martin (Treasurer – From March 2019)
- Mr Clive McCombie
- Mr Derek Medler – Until July 2020
- Mrs Angela Quinn
- Mr Henry Macey
- Mr Richard Hodder
- Mr Michael Daniels – Co-opted September 2020
- Mrs Jenny Cobley – From October 2020
- Mr Barry Halford – From October 2020
- Mr Peter Martin – From October 2020

Approved by the PCC on 8<sup>th</sup> March 2021 and signed on their behalf by the Rector, Reverend Canon Julie Boyd

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## **Independent Examiner's Report to the Trustees of Aylsham PCC**

### **Independent examiner's report to the trustees of Aylsham PCC**

I report to the charity trustees on my examination of the accounts of Aylsham PCC (the Trust) for the year ended 31 December 2020.

#### **Responsibilities and basis of report**

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts to be reached.

Mark Johnstone FCA  
Argents Chartered Accountants  
15 Palace Street  
NORWICH  
Norfolk  
NR3 1RT

Date: .....

# Aylsham PCC

Charity Commission Registration 1185005

## FINANCIAL STATEMENT for the year ended 31 December 2020

| Statement of Financial Activities               | Note | Unrestricted Fund | Designated Fund | Restricted Fund  | Endowment Fund | Total TD 2020     | Total Y/E 2019    |
|-------------------------------------------------|------|-------------------|-----------------|------------------|----------------|-------------------|-------------------|
|                                                 |      | £                 | £               | £                | £              | £                 | £                 |
| <b>Incoming resources</b>                       | A    |                   |                 |                  |                |                   |                   |
| <b>Voluntary receipts</b>                       |      |                   |                 |                  |                |                   |                   |
| Tax efficient planned giving                    | 1    | 37,260.72         | -               | -                | -              | 37,260.72         | 37,043.31         |
| Other planned giving                            | 2    | 1,769.60          | -               | -                | -              | 1,769.60          | 1,023.10          |
| Collections at services                         | 3    | 4,651.79          | -               | -                | -              | 4,651.79          | 12,168.73         |
| All other giving & voluntary receipts           | 4    | 22,214.71         | -               | 8,014.94         | -              | 30,229.65         | 21,132.88         |
| Gift Aid recovered                              |      | 15,262.87         | -               | 500.00           | -              | 15,762.87         | 13,851.27         |
| Legacies received (Capital Value)               |      | 500.00            | -               | -                | -              | 500.00            | 2,224.80          |
| Grant Income                                    | 5    | -                 | -               | 36,397.46        | -              | 36,397.46         | -                 |
| <b>Total voluntary receipts</b>                 |      | <b>81,659.69</b>  | <b>-</b>        | <b>44,912.40</b> | <b>-</b>       | <b>126,572.09</b> | <b>87,444.09</b>  |
| <b>Activities for generating funds</b>          |      |                   |                 |                  |                |                   |                   |
| Gross receipts from fundraising activities      | 6    | 357.78            | 2,887.97        | -                | -              | 3,245.75          | 17,488.28         |
| <b>Investment income</b>                        |      |                   |                 |                  |                |                   |                   |
| Dividends, interest, receipts from property     | 7    | 57.27             | 5.80            | 4,901.58         | -              | 4,964.65          | 5,589.34          |
| <b>Church activities</b>                        |      |                   |                 |                  |                |                   |                   |
| Statutory fees retained by the PCC              |      | 2,967.00          | -               | -                | -              | 2,967.00          | 6,080.00          |
| Gross receipts from trading                     | 8    | 240.22            | -               | -                | -              | 240.22            | 275.00            |
| <b>Other receipts</b>                           |      |                   |                 |                  |                |                   |                   |
| Other receipts not already listed               | 9    | 9,981.31          | -               | 1,688.75         | -              | 11,670.06         | 19,435.25         |
| <b>Total incoming resources</b>                 |      | <b>95,263.27</b>  | <b>2,893.77</b> | <b>51,502.73</b> | <b>-</b>       | <b>149,659.77</b> | <b>136,311.96</b> |
| <b>Resources expended</b>                       | B    |                   |                 |                  |                |                   |                   |
| <b>Costs of generating funds</b>                |      |                   |                 |                  |                |                   |                   |
| Fundraising activities                          | 1    | 559.26            | -               | -                | -              | 559.26            | 5,369.05          |
| <b>Church activities</b>                        |      |                   |                 |                  |                |                   |                   |
| Mission giving & donations                      | 2    | 1,743.32          | 250.00          | 2,831.00         | -              | 4,824.32          | 14,566.14         |
| Diocesan parish share contribution              |      | 58,513.52         | 3,486.48        | -                | -              | 62,000.00         | 56,000.00         |
| Salaries, wages & honoraria                     | 3    | 4,417.46          | -               | 33,689.36        | -              | 38,106.82         | 20,006.91         |
| Clergy and staffing expenses                    | 4    | 1,829.06          | -               | -                | -              | 1,829.06          | 3,529.35          |
| <b>Church expenses</b>                          |      |                   |                 |                  |                |                   |                   |
| Mission & Evangelism                            | 5    | 7,347.51          | -               | -                | -              | 7,347.51          | 16,466.08         |
| Church running expenses                         | 6    | 10,505.27         | 4,390.40        | 1,791.09         | -              | 16,686.76         | 48,231.62         |
| Church utility bills                            | 7    | 5,435.03          | -               | -                | -              | 5,435.03          | 10,637.60         |
| Cost of trading: bank charges, bookstall        | 8    | 352.75            | -               | -                | -              | 352.75            | 1,156.85          |
| <b>Major capital expenditure</b>                |      |                   |                 |                  |                |                   |                   |
| Major repairs & redecoration to church building |      | -                 | -               | 23,564.48        | -              | 23,564.48         | 8,542.57          |
| New building work                               |      | -                 | -               | 780.00           | -              | 780.00            | 425.00            |
| <b>Other expenditure</b>                        |      |                   |                 |                  |                |                   |                   |
| Other payments not already listed               | 9    | 3,521.88          | -               | -                | -              | 3,521.88          | 3,948.78          |
| <b>Total resources expended</b>                 |      | <b>94,225.06</b>  | <b>8,126.88</b> | <b>62,655.93</b> | <b>-</b>       | <b>165,007.87</b> | <b>188,879.95</b> |
| <b>Net incoming resources before transfers</b>  |      | 1,038.21          | - 5,233.11      | - 11,153.20      | - -            | 15,348.10         | - 52,567.99       |
| <b>Transfers between funds</b>                  |      | -                 | -               | -                | -              | -                 | -                 |
| <b>Net movement in funds</b>                    |      | 1,038.21          | - 5,233.11      | - 11,153.20      | - -            | 15,348.10         | - 52,567.99       |
| <b>Balance b/fwd 1 January</b>                  |      | 6,712.06          | 14,702.66       | 145,797.04       | -              | 167,211.76        | 219,779.75        |
| <b>Balances c/fwd</b>                           |      | 7,750.27          | 9,469.55        | 134,643.84       | -              | 151,863.66        | 167,211.76        |

## NOTES TO THE FINANCIAL STATEMENT

### RECEIPTS

|                                                   | A   | Unrestricted<br>Fund<br>£ | Designated<br>Fund<br>£ | Restricted Fund<br>£ | Endowment<br>Fund<br>£ | Total TD<br>2020<br>£ | Total Y/E<br>2019<br>£ |
|---------------------------------------------------|-----|---------------------------|-------------------------|----------------------|------------------------|-----------------------|------------------------|
| <b><u>PLANNED GIVING</u></b>                      | 1-2 |                           |                         |                      |                        |                       |                        |
| Standing Order - Gift Aided                       | 1   | 30,139.00                 | -                       | -                    | -                      | 30,139.00             | 25,805.00              |
| Regular Envelopes - Gift Aided                    |     | 7,121.72                  | -                       | -                    | -                      | 7,121.72              | 11,238.31              |
| Standing Order                                    | 2   | 1,280.00                  | -                       | -                    | -                      | 1,280.00              | 390.00                 |
| Regular Envelopes                                 |     | 489.60                    | -                       | -                    | -                      | 489.60                | 633.10                 |
|                                                   |     | <b>39,030.32</b>          | -                       | -                    | -                      | <b>39,030.32</b>      | <b>38,066.41</b>       |
| <b><u>COLLECTIONS AT SERVICES</u></b>             | 3   |                           |                         |                      |                        |                       |                        |
| Sunday Collections                                |     | 2,212.07                  | -                       | -                    | -                      | 2,212.07              | 7,234.55               |
| Sunday Collections - Gift Aided                   |     | 227.00                    | -                       | -                    | -                      | 227.00                | 1,349.70               |
| Weekday Collections                               |     | 407.06                    | -                       | -                    | -                      | 407.06                | 1,666.85               |
| Weekday Collections - Gift Aided                  |     | -                         | -                       | -                    | -                      | -                     | 81.00                  |
| Wedding and Funeral Collections                   |     | 1,539.14                  | -                       | -                    | -                      | 1,539.14              | 897.78                 |
| Wedding and Funeral Collections - Gift Aided      |     | 5.00                      | -                       | -                    | -                      | 5.00                  | 133.00                 |
| Baptism Collections                               |     | 221.52                    | -                       | -                    | -                      | 221.52                | 782.85                 |
| Baptism Collections - Gift Aided                  |     | 40.00                     | -                       | -                    | -                      | 40.00                 | 23.00                  |
|                                                   |     | <b>4,651.79</b>           | -                       | -                    | -                      | <b>4,651.79</b>       | <b>12,168.73</b>       |
| <b><u>ALL OTHER GIVING/VOLUNTARY RECEIPTS</u></b> | 4   |                           |                         |                      |                        |                       |                        |
| Appeals                                           |     | -                         | -                       | 2,400.10             | -                      | 2,400.10              | 9,128.15               |
| Appeals Gift Aided                                |     | -                         | -                       | 235.00               | -                      | 235.00                | 671.70                 |
| CAF & GAYE giving                                 |     | 105.00                    | -                       | -                    | -                      | 105.00                | 187.11                 |
| Donations                                         |     | 6,587.71                  | -                       | 3,379.84             | -                      | 9,967.55              | 1,993.18               |
| Donations - Gift Aided                            |     | 15,283.00                 | -                       | 2,000.00             | -                      | 17,283.00             | 7,980.04               |
| Wall Boxes                                        |     | 239.00                    | -                       | -                    | -                      | 239.00                | 1,172.70               |
|                                                   |     | <b>22,214.71</b>          | -                       | <b>8,014.94</b>      | -                      | <b>30,229.65</b>      | <b>21,132.88</b>       |
| <b><u>GRANT INCOME</u></b>                        | 5   |                           |                         |                      |                        |                       |                        |
| Non-Recurring Grants                              |     | -                         | -                       | 2,300.00             | -                      | 2,300.00              | -                      |
| Recurring Grants                                  |     | -                         | -                       | 34,097.46            | -                      | 34,097.46             | -                      |
|                                                   |     | -                         | -                       | <b>36,397.46</b>     | -                      | <b>36,397.46</b>      | -                      |
| <b><u>ACTIVITIES FOR GENERATING FUNDS</u></b>     | 6   |                           |                         |                      |                        |                       |                        |
| Churches Together Bike Ride                       |     | 64.03                     | -                       | -                    | -                      | 64.03                 | -                      |
| Other Fundraising                                 |     | 271.75                    | 2,887.97                | -                    | -                      | 3,159.72              | 10,747.85              |
| Concerts and Events                               |     | 22.00                     | -                       | -                    | -                      | 22.00                 | 6,740.43               |
|                                                   |     | <b>357.78</b>             | <b>2,887.97</b>         | -                    | -                      | <b>3,245.75</b>       | <b>17,488.28</b>       |
| <b><u>INVESTMENT INCOME</u></b>                   | 7   |                           |                         |                      |                        |                       |                        |
| Bank Loyalty Reward                               |     | 47.72                     | -                       | -                    | -                      | 47.72                 | 147.21                 |
| Dividends and Interest                            |     | 9.55                      | 5.80                    | 281.58               | -                      | 296.93                | 822.13                 |
| Rental Income                                     |     | -                         | -                       | 4,620.00             | -                      | 4,620.00              | 4,620.00               |
|                                                   |     | <b>57.27</b>              | <b>5.80</b>             | <b>4,901.58</b>      | -                      | <b>4,964.65</b>       | <b>5,589.34</b>        |
| <b><u>CHURCH ACTIVITIES</u></b>                   | 8   |                           |                         |                      |                        |                       |                        |
| Bookstall                                         |     | 120.22                    | -                       | -                    | -                      | 120.22                | -                      |
| Use of Church building                            |     | 120.00                    | -                       | -                    | -                      | 120.00                | 275.00                 |
|                                                   |     | <b>240.22</b>             | -                       | -                    | -                      | <b>240.22</b>         | <b>275.00</b>          |
| <b><u>OTHER INCOME</u></b>                        | 9   |                           |                         |                      |                        |                       |                        |
| Children & Youth Activities                       |     | 1,263.21                  | -                       | -                    | -                      | 1,263.21              | 2,683.82               |
| Church Flowers                                    |     | 156.00                    | -                       | -                    | -                      | 156.00                | 709.00                 |
| Fees - additional                                 |     | 445.12                    | -                       | -                    | -                      | 445.12                | 115.00                 |
| Miscellaneous                                     |     | 4,120.65                  | -                       | 178.00               | -                      | 4,298.65              | 2,761.37               |
| Parish Activities                                 |     | 2,890.00                  | -                       | -                    | -                      | 2,890.00              | 6,719.84               |
| Tea & Coffee                                      |     | 1,006.33                  | -                       | -                    | -                      | 1,006.33              | 4,553.79               |
| VAT Reclaim                                       |     | -                         | -                       | 1,510.75             | -                      | 1,510.75              | 1,792.43               |
| Wispire                                           |     | 100.00                    | -                       | -                    | -                      | 100.00                | 100.00                 |
|                                                   |     | <b>9,981.31</b>           | -                       | <b>1,688.75</b>      | -                      | <b>11,670.06</b>      | <b>19,435.25</b>       |

# NOTES TO THE FINANCIAL STATEMENT ctd.

## PAYMENTS

|                                         | B | Unrestricted<br>Fund | Designated<br>Fund | Restricted Fund | Endowment<br>Fund | Total TD<br>2020 | Total Y/E<br>2019 |
|-----------------------------------------|---|----------------------|--------------------|-----------------|-------------------|------------------|-------------------|
|                                         |   | £                    | £                  | £               | £                 | £                | £                 |
| <b><u>COSTS OF GENERATING FUNDS</u></b> | 1 |                      |                    |                 |                   |                  |                   |
| Concerts & Events                       |   | 349.16               | -                  | -               | -                 | 349.16           | 4,569.05          |
| Flower Festival                         |   | -                    | -                  | -               | -                 | -                | -                 |
| Fund Raising                            |   | 210.10               | -                  | -               | -                 | 210.10           | 800.00            |
|                                         |   | <b>559.26</b>        | <b>-</b>           | <b>-</b>        | <b>-</b>          | <b>559.26</b>    | <b>5,369.05</b>   |

## **CHURCH ACTIVITIES**

### **MISSION GIVING AND DONATIONS**

|                              |   |                 |               |                 |          |                 |                  |
|------------------------------|---|-----------------|---------------|-----------------|----------|-----------------|------------------|
|                              | 2 |                 |               |                 |          |                 |                  |
| Charities - Home (UK)        |   | 1,058.75        | -             | 478.07          | -        | 1,536.82        | 669.94           |
| Charities - Overseas         |   | -               | 150.00        | 322.09          | -        | 472.09          | -                |
| Charities - Secular          |   | 681.64          | 100.00        | 1,553.67        | -        | 2,335.31        | 12,477.20        |
| Charities - Christian Relief |   | 2.93            | -             | 477.17          | -        | 480.10          | 1,419.00         |
|                              |   | <b>1,743.32</b> | <b>250.00</b> | <b>2,831.00</b> | <b>-</b> | <b>4,824.32</b> | <b>14,566.14</b> |

### **SALARIES, WAGES & HONORARIA**

|                           |   |                 |          |                  |          |                  |                  |
|---------------------------|---|-----------------|----------|------------------|----------|------------------|------------------|
|                           | 3 |                 |          |                  |          |                  |                  |
| Administrator Parish/Team |   | 687.50          | -        | 6,924.15         | -        | 7,611.65         | 7,311.45         |
| Salaries                  |   | -               | -        | 21,108.96        | -        | 21,108.96        | 841.67           |
| Support Costs             |   | 3,729.96        | -        | 5,656.25         | -        | 9,386.21         | 11,853.79        |
|                           |   | <b>4,417.46</b> | <b>-</b> | <b>33,689.36</b> | <b>-</b> | <b>38,106.82</b> | <b>20,006.91</b> |

### **CLERGY AND STAFFING EXPENSES**

|                 |   |                 |          |          |          |                 |                 |
|-----------------|---|-----------------|----------|----------|----------|-----------------|-----------------|
|                 | 4 |                 |          |          |          |                 |                 |
| Clergy Expenses |   | 502.20          | -        | -        | -        | 502.20          | 2,930.97        |
| Computer        |   | 866.93          | -        | -        | -        | 866.93          | 318.39          |
| Subscriptions   |   | 459.93          | -        | -        | -        | 459.93          | 279.99          |
|                 |   | <b>1,829.06</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>1,829.06</b> | <b>3,529.35</b> |

## **CHURCH RUNNING EXPENSES**

|                              |     |                  |                 |                 |          |                  |                  |
|------------------------------|-----|------------------|-----------------|-----------------|----------|------------------|------------------|
|                              | 5-8 |                  |                 |                 |          |                  |                  |
| Mission and Evangelism Costs | 5   | 1,984.88         | -               | -               | -        | 1,984.88         | 4,745.76         |
| Children & Youth Activities  |     | 2,472.63         | -               | -               | -        | 2,472.63         | 4,177.33         |
| Parish Activities            |     | 2,890.00         | -               | -               | -        | 2,890.00         | 7,542.99         |
| Parish/Team Administration   | 6   | 1,628.33         | -               | 363.76          | -        | 1,992.09         | 3,151.13         |
| CCLI Licence                 |     | 350.18           | -               | -               | -        | 350.18           | 340.73           |
| Church Flowers               |     | 135.75           | -               | -               | -        | 135.75           | 674.80           |
| Church Furniture             |     | -                | -               | -               | -        | -                | 17,325.79        |
| Churchyard Expenses          |     | 46.00            | -               | -               | -        | 46.00            | 46.00            |
| Insurance                    |     | -                | 4,390.40        | 497.82          | -        | 4,888.22         | 4,829.54         |
| Insurance (Parish Room)      |     | 580.73           | -               | -               | -        | 580.73           | 559.11           |
| Maintenance                  |     | 471.91           | -               | 929.51          | -        | 1,401.42         | 11,683.29        |
| Photocopier                  |     | 1,818.00         | -               | -               | -        | 1,818.00         | 923.05           |
| Postage                      |     | 1,251.64         | -               | -               | -        | 1,251.64         | 400.00           |
| Printing                     |     | 1,731.51         | -               | -               | -        | 1,731.51         | 3,721.87         |
| Stationery                   |     | 438.73           | -               | -               | -        | 438.73           | 673.24           |
| Security                     |     | 901.44           | -               | -               | -        | 901.44           | 1,292.15         |
| Service Costs                |     | 1,151.05         | -               | -               | -        | 1,151.05         | 2,610.92         |
| Gas and Electricity          | 7   | 5,275.98         | -               | -               | -        | 5,275.98         | 10,189.26        |
| Water                        |     | 159.05           | -               | -               | -        | 159.05           | 448.34           |
| Bank charges                 | 8   | 350.95           | -               | -               | -        | 350.95           | 718.09           |
| Bookstall                    |     | 1.80             | -               | -               | -        | 1.80             | 438.76           |
|                              |     | <b>23,640.56</b> | <b>4,390.40</b> | <b>1,791.09</b> | <b>-</b> | <b>29,822.05</b> | <b>76,492.15</b> |

## **OTHER EXPENDITURE**

|                  |   |                 |          |          |          |                 |                 |
|------------------|---|-----------------|----------|----------|----------|-----------------|-----------------|
|                  | 9 |                 |          |          |          |                 |                 |
| Gifts            |   | 154.97          | -        | -        | -        | 154.97          | 490.00          |
| Grants           |   | -               | -        | -        | -        | -               | 600.00          |
| Miscellaneous    |   | 3,085.42        | -        | -        | -        | 3,085.42        | 1,539.23        |
| Tea & Coffee etc |   | 281.49          | -        | -        | -        | 281.49          | 1,319.55        |
|                  |   | <b>3,521.88</b> | <b>-</b> | <b>-</b> | <b>-</b> | <b>3,521.88</b> | <b>3,948.78</b> |

# Aylsham PCC

## BALANCE SHEET for the year ended 31 December 2020

|                                    | Note | Unrestricted<br>Fund | Designated<br>Fund | Restricted Fund   | Endowment<br>Fund | Total<br>2020     | Total<br>2019     |
|------------------------------------|------|----------------------|--------------------|-------------------|-------------------|-------------------|-------------------|
|                                    |      | £                    | £                  | £                 | £                 | £                 | £                 |
| <b>Fixed assets</b>                | C    |                      |                    |                   |                   |                   |                   |
| Tangible                           |      | -                    | -                  | -                 | -                 | -                 | -                 |
| Investments                        |      | -                    | -                  | -                 | -                 | -                 | -                 |
|                                    |      | -                    | -                  | -                 | -                 | -                 | -                 |
| <b>Current assets</b>              | D    |                      |                    |                   |                   |                   |                   |
| Debtors                            |      | 5,305.96             | 681.00             | 115.22            | -                 | 6,102.18          | 7,762.01          |
| Bank Current Accounts              |      | 1,892.56             | 7,415.75           | 85,433.83         | -                 | 94,742.14         | 67,762.80         |
| Bank Savings Account               |      | -                    | -                  | -                 | -                 | -                 | -                 |
| Deposit Funds                      |      | 1,500.00             | 1,372.80           | 51,005.86         | -                 | 53,878.66         | 96,882.63         |
|                                    |      | <b>8,698.52</b>      | <b>9,469.55</b>    | <b>136,554.91</b> | <b>-</b>          | <b>154,722.98</b> | <b>172,407.44</b> |
| <b>Current liabilities</b>         | D    |                      |                    |                   |                   |                   |                   |
| Creditors                          |      | 948.25               | -                  | 1,911.07          | -                 | 2,859.32          | 5,195.68          |
| <b>Net current assets</b>          |      | <b>7,750.27</b>      | <b>9,469.55</b>    | <b>134,643.84</b> | <b>-</b>          | <b>151,863.66</b> | <b>167,211.76</b> |
| <b>Total net assets</b>            |      | <b>7,750.27</b>      | <b>9,469.55</b>    | <b>134,643.84</b> | <b>-</b>          | <b>151,863.66</b> | <b>167,211.76</b> |
| <b>Represented by Parish Funds</b> |      |                      |                    |                   |                   |                   |                   |
| Unrestricted                       | E    |                      |                    | 2020              |                   | 2019              |                   |
| Designated                         | F    |                      |                    | 7,750.27          |                   | 6,712.06          |                   |
| Restricted                         | G    |                      |                    | 9,469.55          |                   | 14,702.66         |                   |
| Endowment                          | H    |                      |                    | 134,643.84        |                   | 145,797.04        |                   |
|                                    |      |                      |                    | -                 |                   | -                 |                   |
|                                    |      |                      |                    | <b>151,863.66</b> |                   | <b>167,211.76</b> |                   |

The financial statements were approved by the board of Trustees on ..... and were signed on its behalf by:

.....Trustee

# Aylsham PCC

## PARISH FUNDS DETAILS for the year ended 31 December 2020

### 1. Fund movement - current year

| Unrestricted              |   | Bal b/fwd         | Receipts          | Payments            | Transfers | Bal c/fwd         |
|---------------------------|---|-------------------|-------------------|---------------------|-----------|-------------------|
| General Account           |   | 6,712.06          | 95,263.27         | - 94,225.06         | -         | 7,750.27          |
|                           |   | <b>6,712.06</b>   | <b>95,263.27</b>  | <b>- 94,225.06</b>  | <b>-</b>  | <b>7,750.27</b>   |
| Designated                |   | Bal b/fwd         | Receipts          | Payments            | Transfers | Bal c/fwd         |
| Quinn Legacy              | a | 5,504.18          | -                 | - 250.00            | -         | 5,254.18          |
| Millennium Sale           | b | 9,198.48          | 2,893.77          | - 7,876.88          | -         | 4,215.37          |
|                           |   | <b>14,702.66</b>  | <b>2,893.77</b>   | <b>- 8,126.88</b>   | <b>-</b>  | <b>9,469.55</b>   |
| Restricted                |   | Bal b/fwd         | Receipts          | Payments            | Transfers | Bal c/fwd         |
| Fabric Fund               | c | 91,898.93         | 3,716.79          | - 20,283.28         | -         | 75,332.44         |
| Organ Fund                | d | 444.70            | 60.01             | - 504.71            | -         | -                 |
| Charities Fund            | e | -                 | 2,999.15          | - 2,621.00          | -         | 378.15            |
| Liz Jones Youth           | f | 2,242.70          | 261.65            | - 210.00            | -         | 2,294.35          |
| Pop, Corn and Grace       | g | 78.51             | -                 | -                   | -         | 78.51             |
| School House Trust        | h | 21,614.70         | 4,620.00          | - 6,154.07          | -         | 20,080.63         |
| Mercers' Grant            | i | 28,204.88         | 34,097.46         | - 28,396.87         | -         | 33,905.47         |
| Bells Fund                | j | 1,312.62          | 5,747.67          | - 4,486.00          | -         | 2,574.29          |
|                           |   | <b>145,797.04</b> | <b>51,502.73</b>  | <b>- 62,655.93</b>  | <b>-</b>  | <b>134,643.84</b> |
| Endowment                 |   | Bal b/fwd         | Receipts          | Payments            | Transfers | Bal c/fwd         |
| None                      |   | -                 | -                 | -                   | -         | -                 |
|                           |   | -                 | -                 | -                   | -         | -                 |
| <b>Total Parish Funds</b> |   | <b>167,211.76</b> | <b>149,659.77</b> | <b>- 165,007.87</b> | <b>-</b>  | <b>151,863.66</b> |

## 1. Fund movement continued - comparative year

### PARISH FUNDS DETAILS For the year ended 31 December 2019

| E. Unrestricted     |   | Bal b/fwd         | Receipts          | Payments            | Transfers         | Bal c/fwd         |
|---------------------|---|-------------------|-------------------|---------------------|-------------------|-------------------|
| General Account     |   | 9,949.04          | 106,572.62        | - 116,309.95        | 6,500.35          | 6,712.06          |
|                     |   | <b>9,949.04</b>   | <b>106,572.62</b> | <b>- 116,309.95</b> | <b>6,500.35</b>   | <b>6,712.06</b>   |
| F. Designated       |   | Bal b/fwd         | Receipts          | Payments            | Transfers         | Bal c/fwd         |
| Quinn Legacy        | a | 5,804.18          | -                 | - 300.00            | -                 | 5,504.18          |
| Millennium Sale     | b | 11,433.32         | 9,584.04          | - 11,818.88         | -                 | 9,198.48          |
|                     |   | <b>17,237.50</b>  | <b>9,584.04</b>   | <b>- 12,118.88</b>  | <b>-</b>          | <b>14,702.66</b>  |
| G. Restricted       |   | Bal b/fwd         | Receipts          | Payments            | Transfers         | Bal c/fwd         |
| Fabric Fund         | c | 117,046.84        | 3,972.79          | - 29,120.70         | -                 | 91,898.93         |
| Organ Fund          | d | 9,374.35          | 40.90             | - 2,470.20          | - 6,500.35        | 444.70            |
| Charity Funds       | e | 365.99            | 9,128.15          | - 9,494.14          | -                 | -                 |
| Liz Jones Youth     | f | 5,974.04          | 580.84            | - 4,312.18          | -                 | 2,242.70          |
| Pop, Corn and Grace | g | 78.51             | -                 | -                   | -                 | 78.51             |
| School House Trust  | h | 25,753.48         | 5,120.00          | - 9,258.78          | -                 | 21,614.70         |
| Mercers Grant       | i | 34,000.00         | -                 | - 5,795.12          | -                 | 28,204.88         |
| Bells Fund          | j | -                 | 1,312.62          | -                   | -                 | 1,312.62          |
|                     |   | <b>192,593.21</b> | <b>20,155.30</b>  | <b>- 60,451.12</b>  | <b>- 6,500.35</b> | <b>145,797.04</b> |
| H. Endowment        |   | Bal b/fwd         | Receipts          | Payments            | Transfers         | Bal c/fwd         |
| None                |   | -                 | -                 | -                   | -                 | -                 |
|                     |   | <b>-</b>          | <b>-</b>          | <b>-</b>            | <b>-</b>          | <b>-</b>          |
| Total Parish Funds  |   | <b>219,779.75</b> | <b>136,311.96</b> | <b>- 188,879.95</b> | <b>-</b>          | <b>167,211.76</b> |

### NOTES TO DESIGNATED AND RESTRICTED PARISH FUNDS

- Quinn Legacy - Designated £5k for future Lady Chapel window renovations and balance for charitable giving.
- Millennium Sale Fund - Designated for Insurance, Church Projects and other essential items.
- Fabric Fund - Restricted to cover costs of church fabric restoration and maintenance.
- Organ Fund - Restricted to the organ and related items.
- Charities Fund - Restricted to specific charitable fundraising, appeals and payments.
- Liz Jones Youth Fund - Restricted to benefit the young people of Aylsham.
- Pop, Corn & Grace Fund - Restricted to production costs of the festival Radio Station.
- School House Trust Fund rent received - Restricted to educational purposes and youth support costs.
- Mercers 'Deepening Rural Mission' (£34k Dec 18, £32k Mar 20, £30k due Yr3) - Restricted to Team Administrator & Youth Worker
- Bells Fund - Restricted temporary fund for headstock repair project.

## GENERAL NOTES

### 2. ACCOUNTING POLICIES

The financial statement has been prepared in accordance with the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the Current Statement of Recommended Practice, Accounting and Reporting by Charities and applicable accounting standard FRS 102.

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

#### STATEMENT OF FINANCIAL ACTIVITIES

##### A. INCOMING RESOURCES

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are readily quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

##### B. RESOURCES EXPENDED

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

#### BALANCE SHEET

##### C. FIXED ASSETS

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Movable church furnishings held by the incumbent 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). Fixed assets are not valued in the financial statements as all such items are written off when the asset is acquired.

##### D. CURRENT ASSETS AND LIABILITIES

Debtors are accruals of receipts to the current financial statement that are outstanding with the bank at the year end. Deposit funds are with the CCLA CBF Church of England Deposit Fund. Creditors are accruals of payments to the current financial statement that are outstanding with the bank at the year end and prepayments of items that refer to future years.

#### FUND ACCOUNTING

E. Unrestricted funds are income funds that are to be spent on the PCC's general purposes.

F. Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

G. Restricted funds comprise (a) income from endowments that is to be expended only on the restricted purposes intended by the donor, and (b) revenue donations or grants for a specific PCC activity intended by the donor.

H. Endowment funds capital must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income depending upon the purpose for which the endowment was established in the first place.

### 2. Employees

The average monthly number of employees during the year was: 2

|                  | 2020<br>Number | 2019<br>Number |
|------------------|----------------|----------------|
| Employees        | <u>2</u>       | <u>1</u>       |
| Employment costs | 2020<br>£      | 2019<br>£      |
| Salaries         | <u>27,224</u>  | <u>4,841</u>   |

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

### 3. Trustees

During the year Henry Macey, trustee, was paid the sum of £3,400 as a honourarium fee for his role as church organist. No other payments of remuneration or benefits were made to trustees by the charity during the year.