

St Edmund's Church & St Helen's Church  
Costessey, Norwich

Annual Report

and

Financial Statement of The Receipts & Payments Account

of the

Parochial Church Council

for the year ending 31st December 2023

Priest in Charge:  
Revd James Pinto  
11 Breydon Drive  
Old Costessey  
Norwich

Bank:  
NatWest Bank PLC  
21 Gentleman's Walk  
Norwich NR2 1NA

Independent Examiner:  
Mrs M-A Edwards  
MAE Bookkeeping & Accounts  
156 Fakenham Road  
Briston  
Melton Constable NR24 2DH

# Costessey PCC

## Financial Statements for the Year Ended 31st December 2023

### Financial Report

#### Overview

2023 has new people joining the church which in turn has boosted our income.  
Expenditure has also increased (See below).  
Stay & Play is going from strength to strength and remains self-sufficient all thanks to Jackie and the team .  
In September John Price (Youth and Family Worker) commenced his employment which is being funded via generous donations, the Gift Day and a grant from the Diocese.  
This was the 3rd and final year of CPR Funding and all the fund was spent by the deadline.  
Refurbishment of St Helens has begun with the installation of heaters, new doors and work in the car park.

#### Receipts

Total Income for 2023 showed a 42.5% increase in comparison to 2022 (£119497-83878).  
Planned Giving was £47573 (2022 - £24050) and Gift Aid received £6242 (2022 - £4801).  
£33757 was received in gifts and Gift Aid to cover Salary Costs and this was transferred to the Deposit Account.  
A £1200 gift was received for Education and this too was transferred to the Deposit Account.  
The deposit Account balance at 31/12/23 is £78304.  
There was a Gift Day in April which raised £22330 to be used to fund the Children & Family worker's employment costs.  
The fund for the refurbishment of St Helens stands at £11268.  
£3210 was received from the Diocese to help towards energy costs and this has been offset against the energy bills for both churches (see below).

#### Payments

Total expenditure was £93452  
The parish share request for 2023 was £37956. £35000 was paid towards it during the year, leaving a shortfall of £2956.  
The parish Share for 2024 is set at £39861 and the Direct Debit has been increased to £3000pcm.  
Services and Events Expenditure increased due mainly to the printing of flyers, cards etc for services.  
IT expenditure of £1521 relates to Church Suite, Quickbooks, Proclaim software, Church Website and Broadband costs.  
Staff payroll costs were £9609.

#### St Edmunds

Heat Light and Water expenditure was £1969, this included the energy grant of £1476.  
Insurance expenditure was £1992 (2022 - £1801).  
Maintenance expenditure of £3319 included £1272 for signage.  
We are grateful again to the Friends of St Edmunds (FOSE) for gifts of £1632 to cover other maintenance costs .

#### St Helen's

Heat, Light and Water costs total £3240 (including an energy grant of £1734).  
Insurance expenditure was £820.  
Payments to the cleaner were £1700.  
Maintenance expenditure of £12224 includes £5910 for heaters in the church and hall. The total cost for these was £9910 but £4000 was covered by the CPR Grant.  
The Maintenance expenditure also includes £2545 for signage, £998 for tree work and cleaning the gutters and £725 for repairs to the gas boiler.

#### Magazine

Costessey News is now selling for £1.  
We received a gift to cover the cost of printing the cover in colour for a year.  
Magazine sales have increased as a result of colour printing.  
Total income for the year is £6177 (Advertising £3685 Sales £2492).  
Total expenditure £3646 making a profit of £2531.

Thanks again to Lynda and Eddie for photos for all their hard work this year in making the Costessey News a success.

#### Gifts to Mission & Charities.

The following collections were made in the year.

Christian Aid	126.15
British Legion	132.50

# Costessey PCC

## Financial Statements for the Year Ended 31st December 2023

### Receipts and Payments Accounts

	Unrestricted		Restricted Funds	Total 2023	Total 2022	General Fund		Total 2019
	General	Designated				Total 2021	Total 2020	
Receipts	£	£	£	£	£	£	£	£
Planned Giving	47573			47573	24050	19405	18959	18752
Contactless Giving	132			132	229	476		
Plate Collections	5632			5632	6538	4490	5775	6140
Donations	496			496	375	857	9054	6741
Gift Aid Rebate	6242			6242	4801	4901	4526	3540
Fees (Gross)	6245			6245	8070	7726	6936	6364
Admin Fees	323			323	510			
<b>Fund Raising Activities</b>								
Magazine Adverts	3685			3685	3313	0	1415	4553
Magazine Sales/Misc	2492			2492	1055	0	741	1684
Hall Lettings	2887			2887	1583	755	169	6041
Other Fund Raising (book Sales)	330			330	0	2986	0	0
Social Functions	32			32	426	138	100	1454
Children & Youth	20			20		120	0	0
Play & Stay	780			780	477			
Flowers				0	130			
Sunday Coffee	113			113	243	31	65	370
Endowment Dividends			312	312	518	20	152	282
Bank Interest		512	973	1485	310	300	290	366
				0	0	0	0	0
Legacies/Bequests		34757		34757	2841	2250	0	20913
Grants - CPR	7960			7960	3098	1000	0	19487
Funds towards St Helens Refurbishment	11268			11268	0	0	0	0
Gifts Day	22330			22330	23820	0	0	0
Transfer of Funds	800			800	1125	0	0	13788
Sundry	157			157	366	19	505	1853
Totals	119497	35269	1285	0 156051	83878	45474	48687	112328

### Mission/Charities 2023

Collected	£	Forwarded	£
Mar-23 Christian Aid	126.15	Mar-23	126.15
Nov-23 British Legion	132.50	Nov-23	132.50
Totals	258.65		258.65

## Costessey PCC

## Financial Statements for the Year Ended 31st December 2023

## Receipts and Payments Accounts

	Unrestricted		Restricted	Total	General Fund				
	General	Designated	Funds	2023	2022	2021	2020	2019	
Payments	£	£	£	£	£	£	£	£	
Parish Share	35000			35000	31500	18000	24000	25000	
Clergy Expenses	588			588	241	569	2173	856	
Fees to Diocese	3208			3208	4494	5023	5152	2112	
<b>Church Running Costs</b>									
Services & Events	1753			1753	1070	773			
Worship Resources	89			89	3	247			
Resources & Education	1686			1686	434				
Altar Requisites	714			714	0	0	28	180	
General Admin	124			124	775	254	1295	1514	
IT Costs	1521			1521					
Mobile Phone	102			102					
Printing Postage and Stationery	681			681					
External Examiner Fees	100			100					
Flowers	100			100	149	50	0	0	
Subs/Licences	839			839	673	296	516	446	
CPR Expenses	5740			5740	4902				
Exp covered by gifts				0	21692				
<b>St Edmund's</b>									
Heat,Light & Water	1969			1969	2491	1446	1647	1721	
Maintenance	3319			3319	20	172	1215	289	
Car Park Rent	20			20	0	10	10	10	
Supplies	0			0	0	273	118	194	
Insurance	1992			1992	1801	1729	1549	1647	
Organists	730			730	620	790	240	1241	
Organ/Piano Maint	350			350	520	439	0	1416	
<b>St Helen's</b>									
Heat,Light & Water	3240			3240	4549	1451	1276	3777	
Maintenance	12224			12224	2079	5871	665	369	
Caretaker	1700			1700	1413	216	300	1216	
Supplies	263			263	114	209	484	84	
Insurance	820			820	817	781	697	742	
<b>Youth and Family Expenses</b>									
Youth Events	117			117		468			
Play & Stay Expenses	1009			1009	309				
Youth Worker Payroll Costs	9609			9609					
<b>Fund Raising Expenses</b>									
Magazine Expenses	3646			3646	2920	0	541	1479	
Social Functions				0	245	0	0	545	
Hall Management				0	0	0	0	0	
St Edmund's Bell Project				0	0	0	0	18945	
St Edmund's HLF Project				0	0	0	0	0	
St Edmund's Chancel Wall Project				0	0	0	0	3401	
St Edmund's Heating Project				0	0	0	0	2469	
St Edmund's Oak Cupboard Project				0	0	0	0	3539	
St Helen's Hall Roof/Refurb Project				0	0	0	0	36319	
Michael Richardson/Alpha 2020				0	0	0	0	900	
Transfer of Funds		199		199	3151	0	0	13788	
Sundry	0			0	2983	315	1373	4297	
Totals	93253	199	0	0	93452	89965	43279	128496	

# Costessey PCC

## Financial Statements for the Year Ended 31st December 2023

### Movement within Funds & Balance

	Opening Balance 01/01/23	Receipts	Payments	Closing Balance 31/12/23	Closing Balance 31/12/22	Closing Balance 31/12/21	Closing Balance 31/12/20
<b>Endowment Funds</b>				0	0	0	0
Chancel	984	90		1074	984	913	856
Churchyard	3276	331		3607	3276	3011	2793
Clive James	436	42		478	436	403	375
St Helen's Fabric	3711	116		3827	3711	3664	3662
Sub-Total	8407	579	0	8986	8408	7991	7686
<b>Restricted Funds</b>							
Bells	1447	46		1493	1447	1429	1428
Choir (St E)	216	7		223	216	213	213
Choir (St H)	372	12		384	373	368	368
Curson Legacy	1299	40		1339	1300	1283	1282
Fabric (St E)	1163	36		1199	1163	1148	148
Organ Maintenance	35	1		36	35	359	359
M H Richardson Family	8758	273		9031	8759	8647	8642
M H Richardson St H Roof & Boiler	8372	261		8633	8372	8265	8261
Curson Bequest re G & M Munday	1022	32		1054	1021	1008	1008
	0			0	0	0	0
Sub-Total	22684	708	0	23392	22684	22720	21709
<b>Unrestricted Funds</b>							
<b>Designated</b>							
Bell Fund	28	1		29	27	27	57
Church Linen (St E)	184	6		190	184	182	182
Education	290	9		299	290	286	285
Equipment (St E)	496	15		511	496	490	490
Equipment (St H)	80	2		82	80	79	79
Fabric (St E)	3808	119		3927	3808	3760	3758
Fabric (St H)	709	22		731	709	700	700
N.Chamberlain (St H)	267	8		275	266	263	263
Printer/Copier	657	21	199	479	657	649	649
Muriel Webb (St H)	1020	32		1052	1020	1007	1006
N&J Vitkovich re Youth and Children	457	14		471	457	1250	
R Rouse Community/Outreach/Projects	446	14		460	446		
R Piesse - Gift for Education		1721	495	1226			
M Hulme - Gift re Mission	2415	9622		12037	2415		
J Price salary Funding		24157		24157			
Sub-Total	10857	35763	694	45926	10857	8693	7469
General Fund	12702	119497	93253	38946	44751	19607	16085
Total All Funds	54650	156547	93947	117250	86700	59011	52949

### Total Funds Represented By

Natwest Current Account	38946	
CCLA Deposit Account	78304	
	117250	0

### Approval of Financial Statements.

The 2023 Financial Statements and Balance Sheet were approved at a meeting of the PCC, held on 30/04/24

Revd James Pinto, Priest in Charge

Libby Glover, Churchwarden

Kevin Payne, Churchwarden

# Costessey PCC

## Financial Statements for the Year Ended 31st December 2023

### Statement of Assets and Liabilities

	Unrestricted		Restricted	Total	Total	Total	Total	Total
	General	Designated	Funds	2023	2022	2021	2020	2019
	£	£	£	£	£	£	£	£
Cash Funds:				-	50	300	250	250
Bank Current Account	38,946		-	38,946	12702	19307	15809	11,732
Bank Deposit Account		45,926	32,378	78,304	41949	39404	36864	35,561
	38,946	45,926	32,378	117,250	54701	59011	52923	47,543
Other Monetary Assets								
Liabilities								
Charity Donation to be forwarded.		-	-				20	-

Investment Funds Market Value at 31st December 2023	2023 £	2022 £	2021 £	2020 £	2019 £	2018 £
<b>Chancel Fund - CB3011395-001</b>						
94.92 income shares in the CBF of the Cof E Investment Fund	2146	1961	2223	1945	1,820	1,533
<b>Churchyard Fund - CB3011301-001</b>						
365 income shares in the CBF of the Cof E Investment Fund	8251	7541	8548	7478	6,997	5,894
<b>Clive James Memorial Fund - Cb3011388-001</b>						
45.37 income shares in the CBF of the Cof E Investment Fund	1026	937	1062	930	870	733

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Children & Youth	20			20		120	0	0
Play & Stay	780			780	477			
Flowers				0	130			
Sunday Coffee	113			113	243	31	65	370
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Sundry	157			157	366	19	505	1853
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Resources & Education	1686			1686	434				
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General Admin	124			124	775	254	1295	1514	
IT Costs	1521			1521					
Mobile Phone	102			102					
Printing Postage and Stationery	681			681					
External Examiner Fees	100			100					
Flowers	100			100	149	50	0	0	
Subs/Licences	839			839	673	296	516	446	
CPR Expenses	5740			5740	4902				
Exp covered by gifts				0	21692				
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Maintenance	3319			3319	20	172	1215	289	
Car Park Rent	20			20	0	10	10	10	
Supplies	0			0	0	273	118	194	
Insurance	1992			1992	1801	1729	1549	1647	
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Supplies	263			263	114	209	484	84	
Insurance	820			820	817	781	697	742	
<b>Youth and Family Expenses</b>									
Youth Events	117			117		468			
Play & Stay Expenses	1009			1009	309				
Youth Worker Payroll Costs	9609			9609					
<b>Fund Raising Expenses</b>									
Magazine Expenses	3646			3646	2920	0	541	1479	
Social Functions				0	245	0	0	545	
Hall Management				0	0	0	0	0	
St Edmund's Bell Project				0	0	0	0	18945	
St Edmund's HLF Project				0	0	0	0	0	
St Edmund's Chancel Wall Project				0	0	0	0	3401	
St Edmund's Heating Project				0	0	0	0	2469	
St Edmund's Oak Cupboard Project				0	0	0	0	3539	
St Helen's Hall Roof/Refurb Project				0	0	0	0	36319	
Michael Richardson/Alpha 2020				0	0	0	0	900	
Transfer of Funds		199		199	3151	0	0	13788	
Sundry	0			0	2983	315	1373	4297	
Totals	93253	199	0	0	93452	89965	43279	128496	

# Costessey PCC

## Financial Statements for the Year Ended 31st December 2023

### Movement within Funds & Balance

	Opening Balance 01/01/23	Receipts	Payments	Closing Balance 31/12/23	Closing Balance 31/12/22	Closing Balance 31/12/21	Closing Balance 31/12/20
<b>Endowment Funds</b>				0	0	0	0
Chancel	984	90		1074	984	913	856
Churchyard	3276	331		3607	3276	3011	2793
Clive James	436	42		478	436	403	375
St Helen's Fabric	3711	116		3827	3711	3664	3662
Sub-Total	8407	579	0	8986	8408	7991	7686
<b>Restricted Funds</b>							
Bells	1447	46		1493	1447	1429	1428
Choir (St E)	216	7		223	216	213	213
Choir (St H)	372	12		384	373	368	368
Curson Legacy	1299	40		1339	1300	1283	1282
Fabric (St E)	1163	36		1199	1163	1148	148
Organ Maintenance	35	1		36	35	359	359
M H Richardson Family	8758	273		9031	8759	8647	8642
M H Richardson St H Roof & Boiler	8372	261		8633	8372	8265	8261
Curson Bequest re G & M Munday	1022	32		1054	1021	1008	1008
	0			0	0	0	0
Sub-Total	22684	708	0	23392	22684	22720	21709
<b>Unrestricted Funds</b>							
<b>Designated</b>							
Bell Fund	28	1		29	27	27	57
Church Linen (St E)	184	6		190	184	182	182
Education	290	9		299	290	286	285
Equipment (St E)	496	15		511	496	490	490
Equipment (St H)	80	2		82	80	79	79
Fabric (St E)	3808	119		3927	3808	3760	3758
Fabric (St H)	709	22		731	709	700	700
N.Chamberlain (St H)	267	8		275	266	263	263
Printer/Copier	657	21	199	479	657	649	649
Muriel Webb (St H)	1020	32		1052	1020	1007	1006
N&J Vitkovich re Youth and Children	457	14		471	457	1250	
R Rouse Community/Outreach/Projects	446	14		460	446		
R Piesse - Gift for Education		1721	495	1226			
M Hulme - Gift re Mission	2415	9622		12037	2415		
J Price salary Funding		24157		24157			
Sub-Total	10857	35763	694	45926	10857	8693	7469
General Fund	12702	119497	93253	38946	44751	19607	16085
<b>Total All Funds</b>	<b>54650</b>	<b>156547</b>	<b>93947</b>	<b>117250</b>	<b>86700</b>	<b>59011</b>	<b>52949</b>

### Total Funds Represented By

Natwest Current Account	38946	
CCLA Deposit Account	78304	
	117250	0

### Approval of Financial Statements.

The 2023 Financial Statements and Balance Sheet were approved at a meeting of the PCC, held on 30/04/24

Revd James Pinto, Priest in Charge

Libby Glover, Churchwarden

Kevin Payne, Churchwarden

# Costessey PCC

## Financial Statements for the Year Ended 31st December 2023

### Statement of Assets and Liabilities

	Unrestricted		Restricted	Total	Total	Total	Total	Total
	General	Designated	Funds	2023	2022	2021	2020	2019
	£	£	£	£	£	£	£	£
Cash Funds:				-	50	300	250	250
Bank Current Account	38,946		-	38,946	12702	19307	15809	11,732
Bank Deposit Account		45,926	32,378	78,304	41949	39404	36864	35,561
	38,946	45,926	32,378	117,250	54701	59011	52923	47,543
Other Monetary Assets								
Liabilities								
Charity Donation to be forwarded.		-	-				20	-

Investment Funds Market Value at 31st December 2023	2023 £	2022 £	2021 £	2020 £	2019 £	2018 £
<b>Chancel Fund - CB3011395-001</b>						
94.92 income shares in the CBF of the Cof E Investment Fund	2146	1961	2223	1945	1,820	1,533
<b>Churchyard Fund - CB3011301-001</b>						
365 income shares in the CBF of the Cof E Investment Fund	8251	7541	8548	7478	6,997	5,894
<b>Clive James Memorial Fund - Cb3011388-001</b>						
45.37 income shares in the CBF of the Cof E Investment Fund	1026	937	1062	930	870	733

## Independent Examiners Certificate

Report to the trustees/ members of:

St Edmund's Church & St Helen's Church

On accounts for the year ended:

31 December 2023

Charity no (if any):

1186476

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2023

### Responsibilities and basis of report

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

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

### Independent examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Signed:



Date:

28/03/2024

Name:

Mrs M-A Edwards

Relevant professional  
qualification(s) or body  
(if any)

AAT

Address:

156 Fakenham Roads, Briston, Norfolk, NR24 2DH