

# ST. MARY'S CHURCH, WATTON

England & Wales · Charity number 1203822

## Details

---

**Status** Registered

**Legal form** Other

**Registered** 2023-07-03

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

## Contact

---

**Address** St. Mary's Church  
Church Road  
Watton  
Thetford  
IP25 6DQ

**Phone** 01953881252

**Email** [WATTONCHURCH@GMAIL.COM](mailto:WATTONCHURCH@GMAIL.COM)

**Website** [STMARYSWATTON.ORG](http://STMARYSWATTON.ORG)

## Activities

---

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

**Activities:** The charity is in the Parish of Watton and operates as a church, its website ([www.stmaryswatton.org](http://www.stmaryswatton.org)) shows opening hours, a full summary of activities and events. Income is derived from the generosity of the congregation, visitors/other benefactors, fund raising events and rental of the church premises. Income is spent on the running cost and upkeep of the church, missions and outreach.

## Classification

---

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

---

- Norfolk

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£106,113	£105,140	-	-
2024-12-31	£121,698	£113,438	-	-
2023-12-31	£111,714	£104,182	-	-

## Trustees

Name	Role	Appointed
<b>Rev David James Cossey</b>	Chair	2023-05-14
Andrew Guy Turner		2021-03-22
ELAINE VICTORIA RODGERS		2021-03-21
Eileen Wendy Kittell		2024-04-28
GILLIAN MARY SMITH		2023-05-14
JANET ROMA SELVEY		2016-04-30
Linda Kathleen Benton		2017-03-31
MARGARET CATOR		2003-04-13
MERVYN WILCOX		2015-10-11
MICHAEL SELVEY		2019-04-30
MIRJAM JOHANNA JOHNSON		2023-05-14
PAUL DOUGLAS WEATHERILL		2021-03-21
Pamela Rose Burrows		2025-05-18
Rev CHRISTINA MARY MASON		2023-05-14
Stephen Andrew Bibby		2023-05-14
VALERIE SEMLYEN		2023-05-14
Weiwei Cui		2024-01-10
Wendy Ann Round		2025-05-18

**ST. MARY'S CHURCH, WATTON**

England & Wales - Charity number 1203822

---

# Accounts

---

The Parish Church of  
St Marys, Watton  
(Diocese of Norwich)



Financial Statements  
for the year ended  
31<sup>st</sup> December 2025

## Contents

Trustees' Report	page i-vii
Receipts and Payments – summary	page 1
Receipts and Summary – further analysis	page 2-3
Analysis of Funds	page 4
Notes to the accounts	page 5
Independent Examiner's Report	page 6-7

Treasurer:  
Andy Turner  
[treasurer@stmaryswatton.org](mailto:treasurer@stmaryswatton.org)

**The Parochial Church Council of St Mary's, Watton  
(Charity Registration No. 1203822)  
Trustees' Annual Report**

**Administrative Information**

The Parish Church of Mary's, Watton ('St. Mary's') is situated on Church Road, Watton IP25 6DQ. The Parish is part of the Deanery of Breckland and, in turn, the Archdeaconry of Lynn and the Diocese of Norwich in the Church of England. During the latter half of 2024, St. Mary's became part of a Benefice to include the parish church of Carbrooke, St. Peter and St. Paul.

The Parochial Church Council of St. Mary's, Watton ('PCC'), is responsible for the church buildings and extensions and for the car park and green which it owns opposite the church, on Church Road.

**Aims and Purposes**

The PCC shared responsibility with its minister, Rev'd Dave Cossey, for promoting the whole mission of St. Mary's – pastoral, evangelistic, social and ecumenical – within and beyond the Ecclesiastical Parish of Watton.

**Constitution and the 2011 Charities Act**

The PCC is constituted by and subject to the PCC (Powers) Measure 1956, and the Church Representation Rules 2020 (<https://tinyurl.com/churchreprules2020>) as well as secular legislation such as the Charities Act 2011 ('the 2011 Act'). The PCC is a registered charity (from 3<sup>rd</sup> July 2023) and there is a requirement to comply with charity law with the trustees having related, charitable responsibilities.

The PCC, via the Hon. Treasurer, maintains accurate and transparent accounting records under Section 130 of the 2011 Act, the accounts are in full compliance with the 2011 Act and the Independent Examination of the financial statements is undertaken in accordance with, and follows directions made under, Section 145 (5) (b) of the 2011 Act.

**Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Mary's, membership of the PCC consists of the incumbent(s) (the vicar – our minister), the two churchwardens, readers/licensed lay ministers, members of Deanery and Diocesan Synods and members who are elected by those members of the congregation who are on the electoral roll of the church. More detailed information can be found under 'Membership of the PCC'. All those who attend services of worship and members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive appropriate training and briefing into the workings of the PCC and associated responsibilities. This includes responsibilities and duties acting as a charity trustee.

The PCC met monthly during the year (except May, August and December) in the church rooms and/or the church. The 2025 Annual Parochial Church Meeting ('APCM') (covering the 2024 calendar/financial year) was held at the church on Sunday, 18<sup>th</sup> May.

Given its wide responsibilities, the PCC has a number of sub-committees each dealing with a particular aspect of parish life. These sub-committees, which include Finance, Building Management, Worship, Mission and Outreach, are all responsible to the PCC and report back regularly with notes of their decisions being received by the full PCC and discussed, as necessary.

## **Membership of the PCC**

The PCC consists of ex-officio, elected and co-opted members, all of whom are Trustees. Mrs Margaret Cator serves the PCC as its Hon. Secretary.

### **Ex-officio Members**

Rev'd Dave Cossey  
Mrs Linda Benton (Churchwarden)  
Mr Stephen Bibby (Churchwarden)  
Mr Mervyn Wilcox (Member of Diocesan Synod)  
Mrs Weiwei Cossey (Licensed Lay Minister) ('LLM')

### **Elected Members**

Mrs Margaret Cator  
Mrs Janet Selvey  
Mr Michael Selvey (Verger)  
Mr Paul Weatherill  
Mrs Valerie Semlyen  
Mr Andy Turner (Hon. Treasurer)  
Mrs Gill Smith  
Mrs Mirjam Johnson  
Mrs Eileen Kittell  
Mrs Elaine Rodgers (Permission to Officiate ('PTO'))  
Rev'd Dr Christina Mason (PTO)  
Mrs Pamela Burrows - *from 18<sup>th</sup> May 2025 (APCM)*  
Mrs. Wendy Round – *from 18<sup>th</sup> May 2025 (APCM)*

## **Co-opted Members**

None

## **Achievements and Performance**

Our minister, Rev'd Dave Cossey, has been in his role since January 2023.

Our Families Matter Key Worker ('FMKW'), Caroline Tandy, remained in the role until 22<sup>nd</sup> January when she was made redundant, following extensive consultation with/technical guidance from the Human Resources function within the Diocese of Norwich, face to face discussions with Caroline during autumn 2024 and an appropriate notice period.

Every Monday morning (during school term time), Storybags, designed for babies and pre-school children and those who accompany them, continued throughout the year. Our work with youth, children and families has continued with the valuable and enthusiastic support of volunteers. This has included provision for children's work on Sunday mornings, as well as a monthly youth group that is usually followed by a family gathering.

With changes in the benefice structure, it now follows that Dave attends to lead collective worship (assemblies) at Watton Junior and Watton Westfield termly, and twice termly at the CofE school in Carbrooke.

St. Mary's is also involved with supporting the (Thursday) weekly meeting of the Watton Families Group at The Charlotte Harvey Centre in Watton which is staffed by volunteers and where St. Mary's also supports the financial management of the group.

In fact, much of the vital work that is undertaken at, and outside of, St. Mary's is enabled and supported by volunteers. Whether that's opening and closing the church, cleaning, welcoming, organising fund raising events, after services tea and coffee and a diverse range of other activities that may well be unseen by many but is recognised, nonetheless.

As regards staffing, Lucy Davey (Church Administrator) remained the role throughout the year, as did our part-time cleaner, Gail Fish. The total number of staff on the church's payroll is two. Lucy took on additional administrative responsibilities for Carbrooke Church, from February, which has involved her working additional hours Thursdays weekly and which is paid for by Carbrooke Church, via reimbursement to St. Mary's.

We have maintained relationships with other organisations in our community, as well as local community groups, Watton Town Council and those of other faiths. A Polish church has continued throughout 2025 and uses the church buildings to hold their twice-weekly services of worship (mass), and other events.

A more detailed look at the church's many varied and diverse activities can be found in the 2025 Annual Reports of the various groups which is/are prepared for the APCM.

## Financial Review

The basis of accounting adopted remains the 'receipts and payments' method.

The main headline, as it was in previous years, is one of continuing generosity and support for the work at St Mary's. **Planned giving** <sup>(1.)</sup> in 2025 rose to £47,497 (2024 £46,191) as a result of new regular givers joining the scheme, and others increasing their giving, following a financial presentation and appeal in March. FMKW planned was just £460 (2024 £3,492) and all payments dried up in March. A specific (restricted) fund remains to support the cost of employment of a children's, youth and families worker <sup>(2.)</sup> and this accumulated (restricted) fund stands at £6,099 (2024 £6,950). This is now dormant. Further details can be found under 'Policies'.

<sup>(1.)</sup> see the notes to the 2025 accounts for a definition of planned giving

<sup>(2.)</sup> there are currently no plans to recruit an additional member of staff

Income from **donations** fell to £8,289 (2024 £21,936). Following a PCC decision, grant payments (£5 monthly) were set-up to Watton & Wayland Times in 2025 (2024 £nil) from the Outreach Fund created in 2023. The total spend in 2025 was £35.

**Gift Aid** continues to provide a significant proportion of the church's unrestricted income. This is claimed from H.M. Revenue & Customs every four months and includes the ability to claim under the Gift Aid Small Donations Scheme ('GASDS') for collections in services and donations made that are not captured under the gift aid scheme, as well as gift aid claimed on planned giving.

No **legacy** income was received in 2025 (2024 £2,185) and there were no grants in 2025 either (2024 £nil). **Fund raising** at £9,832 (2024 £9,481) has also supported the church's income and remains a key income generator. Income was also received from church and church rooms rental by several different organisations.

On the topic of **fund raising**, the hard work of, and dedication shown by, many volunteers from the 'St. Mary's army' – both from within the PCC and the congregation – has resulted in the good level of funds generated in 2024 being maintained (indeed, increased – once again) during 2025. There are many diverse activities that contributed to that – another hugely successful summer cream tea event, the ever-popular 200 Club, monthly cinema, smartie tubes (the collection of donations), Saturday Chat (a monthly social coffee morning), a sponsored cycle ride, concerts, Easter and Christmas fayres, a puppet show, career talk, tabletop sale(s) and funds generated from shop sales. None of this would be possible without the unswerving level of support we get from our volunteers.

The single largest item of expenditure was the **Diocesan (Parish) Share**, an amount requested by the Diocese of Norwich to cover the cost of a stipendiary minister (salary, pension, housing, training) in addition to a proportion to support costs of the

diocese. This is also known as an 'allocation'. In 2025, a total of £63,694 was paid (2024 £64,911) plus a further £3,115 claimed online i.e. a grand total of £66,809 against an allocation of £66,809. This equates to 100% of the 2025 allocation (2024 100%, 2023 89%, 2022 85%, 2021 100%). The PCC is delighted that St. Mary's was able to meet its allocation in full for the second year in a row.

A small percentage of the PCC's overall income was given to local and global causes, in addition to other collections and fund raising which are detailed in the accounts.

In 2025, as in 2024, 2023 and 2022, the PCC showed a surplus of income over expenditure. Details can be seen in the accountant-produced financial reports. Please also see further comments under 'Post Year End Events, Liabilities and Plans'.

The PCC also benefits from the **Church Lands Charity** (Registered Charity No. 257779) ('the charity'), which was established in 1870 to support the maintenance of the church fabric at St Mary's. The accounts of the charity are prepared separately to the church's accounts and the annual income and expenditure reported to H.M. Charity Commission. In 2025, the charity paid a total of £2,768 (2024 £2,706) for the church's buildings insurance (via Ecclesiastical). Further, a total of £2,091 (2024 £1,614) was funded by the charity to cover key church repairs under the September 2023 quinquennial inspection, plus a further sum to cover essential heating repairs of £3,285. It's anticipated there will be additional spend on key church repairs in subsequent years as the PCC approved spend of up to £30,000 in February 2024. Please also see further comments under 'Post Year End Events, Liabilities and Plans'. Importantly, an annual surplus of income over expenditure relating to the charity in any year continues to be accumulated into a fund for the extraordinary repair, or improvement, of the church. Currently, this fund totals £62,012 (2024 £55,375).

The PCC took a significant loan (approx. £213,000) from the charity in 2011 in support of the re-ordering of the church with the terms of this loan requiring repayment at £10,000 per annum. To date, a total of £55,000 has been repaid up to and including 2019, but with no repayments made since then. Following a meeting of the charity's trustees in March 2022, it was agreed that a remaining liability of £158,000 is acknowledged as outstanding but there should be no fixed repayment scheme implemented. Instead, the trustees will meet each year to decide if a repayment can be made and, if so, and the amount to be repaid. Given the church's cashflow situation, it's considered repayment of this loan continues to be unlikely, either in full or in part, in the short term. No repayments were made in 2025 (2024 £nil). The liability remains at £158,000.

## Policies

Financial Reserves and Legacy policies were approved by the PCC in October 2021 and are subject to annual review. There were no changes to these during 2025.

It is a PCC policy to maintain a balance on unrestricted funds which equates to a minimum of three months' unrestricted expenditure. This is equivalent to approx. £23,500 (based upon annual costs of c£94,000). It is held to smooth out cashflow fluctuations and to meet emergency funding needs. This policy remains comfortably met at the year end, as it was in 2023 and 2024. It is the PCC's aim to maintain this fund from (a.) a surplus of income over expenditure, (b.) continued successful fund raising, and (c.) legacies received. These funds are held on an interest-bearing account with the CCLA Church of England Deposit Funds, with a working balance maintained on the Barclays Bank current account.

Additionally, the PCC maintains a range of restricted, and two designated, funds. Some of these funds are also held on an interest-bearing account with the CCLA Church of England Deposit Funds, with working balances maintained on the Barclays Bank current account. Funds are used only for the specific purpose(s) for which they are intended and are quite separate from general (unrestricted) funds. Restricted funds total £17,529 and designated funds total £5,465.

The largest of the restricted funds is the FMKW fund, which is described earlier.

## Post Year End Events, Liabilities and Plans

A 2026 budget was approved by the PCC in November which shows a deficit of income over expenditure of £11,329, principally based upon a projected (reduced) sum for planned giving, donations and fund-raising and increased costs, predominantly parish share and energy related expenditure. This needs to be balanced against the 2025 forecast of a deficit of income over expenditure of £19,950, but with an actual surplus of £118 (3.), and the 2024 forecast of a deficit of income over expenditure of approx. £25,000, but with an actual surplus of £13,206. It's considered that St. Mary's will, once again, need to consider ways of boosting giving and generating other forms of income during 2026 and beyond if it's to be able to meet its projected costs, incl. Diocesan (Parish) Share, in full year-on-year. Having said that, the PCC took a decision during the year that we'd be prepared to 'use' the past two years surpluses to offset any actual deficit in 2026 and so considers that, as things stand, we'll be able to cover all our planned expenditure in 2026, including Diocesan (Parish) Share.

(3.) based upon pre-audited management accounts

A quinquennial inspection took place in September 2023 and this report has generated a significant list of suggested works to be undertaken. These are broken down into urgent (requiring immediate attention) ('Priority A'), those requiring attention within twelve months ('Priority B') and those of a lesser priority. The estimated total for Priorities A and B is between £23-33,000. The PCC will continue

to address the need to carry out work identified by this report throughout 2026, as it did during 2025 and 2024, and considering both what needs to be done, and how what remedial work is contracted will be funded. Some work was undertaken during 2025, and 2024, funded by Church Lands Charity, as outlined previously.

Andy Turner  
Hon. Treasurer  
31<sup>st</sup> January 2026

**Receipts and Payments Summary (1)**

Receipts	Unrestricted	Restricted	Total	2024
Voluntary receipts	77,863.10	3,619.05	81,482.15	100,447.40
Church Activities	2,009.90	-	2,009.90	1,973.50
Activities for Generating Funds	12,555.56	-	12,555.56	12,649.16
Investment income	1,753.25	-	1,753.25	2,001.33
Other income	8,312.23	-	8,312.23	4,626.70
<b>Total receipts</b>	<b>102,494.04</b>	<b>3,619.05</b>	<b>106,113.09</b>	<b>121,698.09</b>

Payments	Unrestricted	Restricted	Total	2024
Church Activities	99,366.73	2,673.97	102,040.70	110,560.14
Cost of generating funds	2,206.56	-	2,206.56	1,796.10
Governance costs	892.95	-	892.95	1,081.34
Transfer between funds	-	-	-	-
Loss on disposal of investments	-	-	-	-
<b>Total expenditure</b>	<b>102,466.24</b>	<b>2,673.97</b>	<b>105,140.21</b>	<b>113,437.58</b>

Surplus / (deficit) for year	27.80	945.08	972.88	8,260.51
Cash in bank & in hand - 01 Jan	44,005.05	22,125.73	66,130.78	57,870.27
Cash in bank & in hand - 31 Dec	44,032.85	23,070.81	67,103.66	66,130.78

Represented by:	Unrestricted	Restricted	Total	2024
Cash in hand	120.00	-	120.00	120.00
Barclays Bank, current account (2)	15,579.64	11,070.81	26,650.45	27,410.45
CBF Deposit account 1 ('Working')	28,347.21	-	28,347.21	26,600.33
CBF Deposit account 2 ('Projects')	-	12,000.00	12,000.00	12,000.00
Agency collections	(14.00)	-	(14.00)	-
	<b>44,032.85</b>	<b>23,070.81</b>	<b>67,103.66</b>	<b>66,130.78</b>

**Further Analysis of Receipts and Payments**

<b>Receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2024</b>
<b>Voluntary receipts</b>	<b>77,863.10</b>	<b>3,619.05</b>	<b>81,482.15</b>	<b>100,447.40</b>
Planned giving (2)	47,497.00	2,470.00	49,967.00	76,167.24
Collections at services (3)	5,248.67		5,248.67	4,874.93
Donations (4)	8,289.31	1,149.05	9,438.36	2,969.45
Bequests			-	-
Other			-	-
Gift Aid tax recovery	16,828.12		16,828.12	16,435.78
<b>Church Activities</b>	<b>2,009.90</b>	<b>-</b>	<b>2,009.90</b>	<b>1,973.50</b>
Fees for Occasional Offices	1,803.00		1,803.00	1,828.00
Coffee / tea	206.90		206.90	145.50
<b>Activities for Generating Funds</b>	<b>12,555.56</b>	<b>-</b>	<b>12,555.56</b>	<b>12,649.16</b>
Fundraising events	5,565.25		5,565.25	5,915.38
200 Club	2,400.00		2,400.00	2,400.00
Cinema/Concerts	1,003.00		1,003.00	745.00
Smartie tubes	220.00		220.00	37.00
Sponsor events	293.31		293.31	237.74
Premises hire	2,930.00		2,930.00	2,985.00
Shop / produce	144.00		144.00	329.04
<b>Bank and Investment income</b>	<b>1,753.25</b>	<b>-</b>	<b>1,753.25</b>	<b>2,001.33</b>
CBF Deposit Accounts	1,753.25		1,753.25	2,001.33
Barclays Loyalty Payments			-	-
<b>Other income</b>	<b>8,312.23</b>	<b>-</b>	<b>8,312.23</b>	<b>4,626.70</b>
One off grants			-	-
Church Lands Charity (5)	8,312.23		8,312.23	4,476.70
Sid Long Fund			-	-
Other income			-	150.00
<b>Total income</b>	<b>102,494.04</b>	<b>3,619.05</b>	<b>106,113.09</b>	<b>121,698.09</b>

<b>Payments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2024</b>
<b>Church Activities</b>				
<b>Diocese and Deanery</b>	<b>63,693.86</b>	<b>-</b>	<b>63,693.86</b>	<b>64,911.33</b>
Diocesan Share	63,693.86		63,693.86	64,911.33
<b>Church Administration</b>	<b>15,708.02</b>	<b>-</b>	<b>15,708.02</b>	<b>16,154.97</b>
Office salaries	12,123.89		12,123.89	10,751.49
Payroll services	396.24		396.24	384.00
Telephone / Broadband	676.16		676.16	533.75
Photocopier	1,472.08		1,472.08	2,022.76
Stationery / postage	92.95		92.95	118.77
Equipment maintenance / outlay	815.20		815.20	2,246.20
Statutory fees administration	-		-	-
Other	131.50		131.50	98.00

**Further Analysis of Receipts and Payments (contd)**

<b>Payments (contd)</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2024</b>
<b>Church Running Costs</b>	<b>16,523.35</b>	-	<b>16,523.35</b>	<b>13,235.42</b>
Organ tuning / maintenance	348.00		348.00	338.40
Electricity	3,192.65		3,192.65	3,828.57
Heating oil	1,663.41		1,663.41	2,574.90
Water	170.07		170.07	124.76
Insurance (see note 5)	2,767.91		2,767.91	2,706.70
Maintenance and repairs (see note 5)	7,689.47		7,689.47	2,572.72
Cleaning	182.62		182.62	195.86
Car park (incl electricity / water)	509.22		509.22	893.51
<b>Worship, ministry and mission</b>	<b>3,353.50</b>	<b>2,673.97</b>	<b>6,027.47</b>	<b>15,784.91</b>
Service costs	1,514.91		1,514.91	71.94
Organist / choir / music group	137.00		137.00	681.68
Copyright licences	963.69		963.69	935.37
Service requisites inc flowers	125.90		125.90	55.88
Training and discipleship			-	-
Verger	300.00		300.00	400.00
AV / music equipment	252.00		252.00	319.97
Children youth and families		50.00	50.00	474.56
Family Matters Keyworker salary		1,311.00	1,311.00	10,764.00
Family Matters Keyworker Tax/NI/ pension			-	-
Family Matters Keyworker expenses / project			-	-
Outreach	60.00		60.00	10.00
Watton Families Group		1,312.97	1,312.97	2,071.51
<b>Mission and charitable giving (6)</b>	<b>88.00</b>	-	<b>88.00</b>	<b>473.51</b>
Mission Giving - UK	88.00		88.00	211.36
Mission Giving - non UK	-		-	262.15
<b>Total Church Activities</b>	<b>99,366.73</b>	<b>2,673.97</b>	<b>102,040.70</b>	<b>110,560.14</b>
<b>Cost of generating funds</b>	<b>2,206.56</b>	-	<b>2,206.56</b>	<b>1,796.10</b>
200 Club (7)	1,220.00		1,220.00	1,165.00
Cinema			-	-
Fundraising events	986.56		986.56	631.10
<b>Governance costs</b>	<b>892.95</b>	-	<b>892.95</b>	<b>1,081.34</b>
Bank charges	244.95		244.95	457.34
Independent examiner (see note 5)	648.00		648.00	624.00
<b>Transfer between funds</b>	-	-	-	-
<b>Loss on disposal of investments</b>	-	-	-	-
<b>Total expenditure</b>	<b>102,466.24</b>	<b>2,673.97</b>	<b>105,140.21</b>	<b>113,437.58</b>
<b>Excess income / expenditure</b>	<b>27.80</b>	<b>945.08</b>	<b>972.88</b>	<b>8,260.51</b>

**Analysis of Funds****Restricted Funds (8)****Organ Fund**

Starting balance	1,355.97	
Surplus (deficit)	-	
End balance		<u>1,355.97</u>

**Flower Fund**

Starting balance	3,351.01	
Surplus (deficit)	-	
End balance		<u>3,351.01</u>

**Children Youth and Families**

Starting balance	1,498.89	
Surplus (deficit)	2,374.69	
End balance		<u>3,873.58</u>

**Watton Families Group**

Starting balance	1,406.88	
Surplus (deficit)	(578.61)	
End balance		<u>828.27</u>

**Families Matter Key Worker**

Starting balance	6,950.06	
Surplus (deficit)	(851.00)	
End balance		<u>6,099.06</u>

**Families in Need / Holiday Kitchen (9)**

Starting balance	1,974.60	
Surplus (deficit)	-	
End balance		<u>1,974.60</u>

**Choir**

Starting balance	-	
Surplus (deficit)	88.32	
End balance		<u>88.32</u>

**Outreach**

Starting balance	5,000.00	
Surplus (deficit)	-	
End balance		<u>5,000.00</u>

**Building Extension Fund**

Starting balance	-	
Surplus (deficit)	500.00	
End balance		<u>500.00</u>

**Total Restricted Funds (31 Dec)**23,070.81**Unrestricted Funds (10)****Cash in hand**

Starting balance	120.00	
Surplus (deficit)	-	
End total		<u>120.00</u>

**PCC General Fund (current account)**

Starting balance	17,284.72	
Surplus (deficit)	(1,705.08)	
End total		<u>15,579.64</u>

**Deposit Fund (CBF 1 'Working')**

Starting balance	26,600.33	
Interest	1,746.88	
Transfers	-	
End total		<u>28,347.21</u>

**Agency Collections**

Starting balance	-	
Surplus (deficit)	(14.00)	
End total		<u>(14.00)</u>

**Total Unrestricted Funds (31 Dec)**44,032.85**Total Restricted and Unrestricted (31 Dec)**67,103.66

## Notes to the accounts

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 2 Planned giving includes monthly and weekly envelopes, standing orders, direct bank payments, and one-off Gift Aid envelopes. The Restricted amount relates to planned giving for the Families Matters Keyworker post, which dried up in March 2025 and, in the main, was switched to the Children, Youth and Families Fund.
- 3 During the year no collections were received in relation to restricted funds.
- 4 Unrestricted donations include gifts which were not part of planned giving or collections at services, as well as the Hole in Wall, Coppers Jar, etc.
- 5 Amounts paid to the PCC, or on behalf of the PCC, in respect of insurance, and some maintenance costs, by the Church Lands Charity ('St Mary's Trust') in accordance with its 1870 governing document. Details (see p3) as follows:

Insurance	2,767.91
Maintenance	5,376.32
Independent examiner	<u>168.00</u>
<b>Total</b>	<b>8,312.23</b>
- 6 The accounts include only donations made by the PCC from its unrestricted funds, and do not include bucket collections, special fundraising, etc.
- 7 The '150 Club' is a subscription-based fundraiser, which this year has been expanded to 200 members and has been renamed the '200 Club'. The 200 members buy stakes of £12 per annum, from which now three-monthly winners receive cash prizes of 1 x £50 and 2 x £25. It is covered by a small lottery licence from Breckland District Council. Subscriptions are paid prior to the beginning of each annual cycle in April. The total annual prize money of £1,200 is therefore, strictly speaking, a liability which diminishes through the year. As a proportion of the monthly income of the PCC, this liability is considered manageable.
- 8 The Restricted Funds are funds which were given for a particular purpose and may only be used for that purpose. Most of these funds are held within the 'CBF2 (Projects) Deposit Account'.
- 9 Watton Families in Need / Holiday Kitchen is a church- and community project set up during lockdown to ensure emergency supplies of food and essentials for families and individuals in severe need, and especially during school holidays when free school meals are not available. In the last few years, this project has not been run, and the fund is considered dormant.
- 10 These are funds held in various accounts which represent the money immediately available to the PCC to spend on its general purposes.

## Independent Examiners Certificate

<b>Report to the trustees/ members of:</b>	ST MARY'S WATTON
<b>On accounts for the year ended:</b>	31 DECEMBER 2025
<b>Charity no (if any):</b>	1203822

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/25.

### Responsibilities and basis of report

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

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

### Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [\_\_\_\_\_]]. Delete [ ] if not applicable.~~

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

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

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

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

Signed: R. Kendall Date: 9/2/2026

Name: ROBERT KENDALL

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

FCCA

Address:

<b>Arden Kendall Limited</b>	<b>Arden Kendall Limited</b>
<del>Chartered Certified Accountants</del>	<del>Chartered Certified Accountants</del>
38 High Street, Watton	38 High Street, Watton
Norfolk, IP25 6AE	Norfolk, IP25 6AE
01953 883850	01953 883850

**Section B**

**Disclosure**

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

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

**ST. MARY'S CHURCH, WATTON**

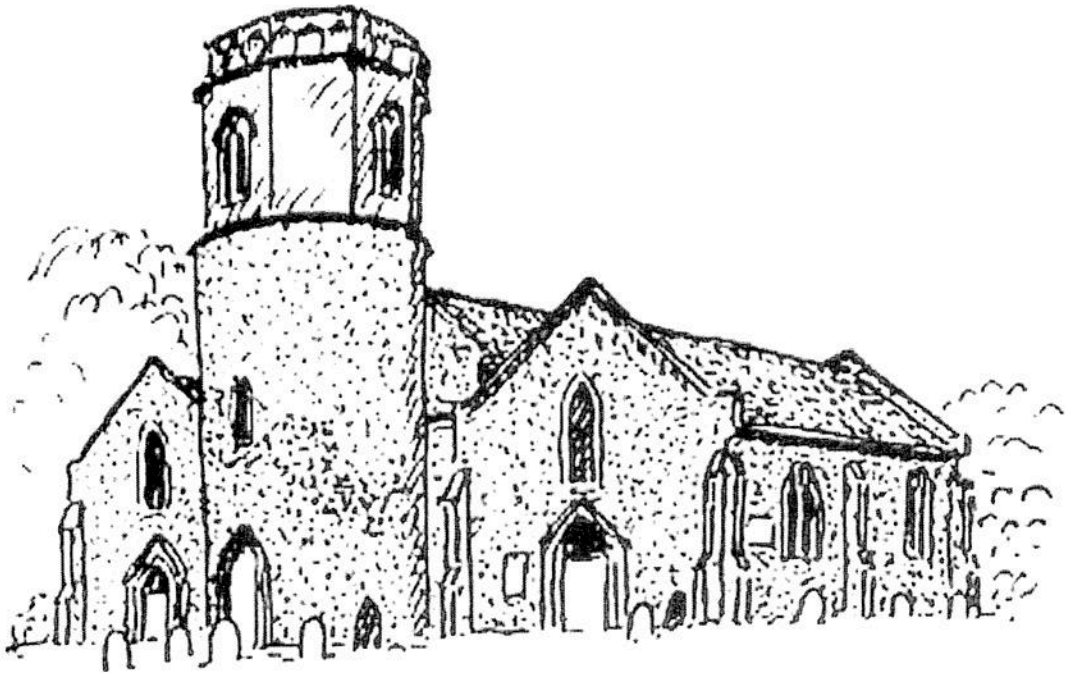
England & Wales - Charity number 1203822

---

# Accounts

---

The Parish Church of  
St Marys, Watton  
(Diocese of Norwich)



Financial Statements  
for the year ended  
31<sup>st</sup> December 2024

## Contents

Trustees' Report	page i-vi
Receipts and Payments – summary	page 1
Receipts and Summary – further analysis	page 2-3
Analysis of Funds	page 4
Notes to the accounts	page 5-6
Independent Examiner's Report	page 7-8

Treasurer:  
Andy Turner  
[treasurer@stmaryswatton.org](mailto:treasurer@stmaryswatton.org)

**The Parochial Church Council of St Mary's, Watton  
(Charity Registration No. 1203822)  
Trustees' Annual Report**

**Administrative Information**

The Parish Church of Mary's, Watton ('St. Mary's') is situated on Church Road, Watton IP25 6DQ. The Parish is part of the Deanery of Breckland and, in turn, the Archdeaconry of Lynn and the Diocese of Norwich in the Church of England. During the latter half of 2024, St. Mary's became part of a Benefice to include the parish church of Carbrooke, St. Peter and St. Paul.

The Parochial Church Council of St. Mary's, Watton ('PCC'), is responsible for the church buildings and extensions and for the car park and green which it owns opposite the church, on Church Road.

**Aims and Purposes**

The PCC shared responsibility with its minister, Rev'd Dave Cossey, for promoting the whole mission of St. Mary's – pastoral, evangelistic, social and ecumenical – within and beyond the Ecclesiastical Parish of Watton.

**Constitution and the 2011 Charities Act**

The PCC is constituted by and subject to the PCC (Powers) Measure 1956, and the Church Representation Rules 2020 (<https://tinyurl.com/churchreprules2020>) as well as secular legislation such as the Charities Act 2011 ('the 2011 Act'). The PCC is a registered charity (from 3<sup>rd</sup> July 2023) and there is a requirement to comply with charity law with the trustees having related, charitable responsibilities.

The PCC, via the Hon. Treasurer, maintains accurate and transparent accounting records under Section 130 of the 2011 Act, the accounts are in full compliance with the 2011 Act and the Independent Examination of the financial statements is undertaken in accordance with, and follows directions made under, Section 145 (5) (b) of the 2011 Act.

**Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Mary's, membership of the PCC consists of the incumbent(s) (the vicar – our minister), the two churchwardens, readers/licensed lay ministers, members of Deanery and Diocesan Synods and members who are elected by those members of the congregation who are on the electoral roll of the church. More detailed information can be found under 'Membership of the PCC'. All those who attend services of worship and members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive appropriate training and briefing into the workings of the PCC and associated responsibilities. This includes responsibilities and duties acting as a charity trustee.

The PCC met monthly during the year (except August and December) in the church rooms and/or the church. The 2024 Annual Parochial Church Meeting ('APCM') (covering the 2023 calendar/financial year) was held at the church on Sunday, 28<sup>th</sup> April.

Given its wide responsibilities, the PCC has a number of sub-committees each dealing with a particular aspect of parish life. These sub-committees, which include Finance, Building Management, Worship, Mission and Outreach, are all responsible to the PCC and report back regularly with notes of their decisions being received by the full PCC and discussed, as necessary.

## **Membership of the PCC**

The PCC consists of ex-officio, elected and co-opted members, all of whom are Trustees. Mrs Margaret Cator serves the PCC as its Hon. Secretary.

### **Ex-officio Members**

Rev'd Dave Cossey  
Mrs Linda Benton (Churchwarden)  
Mr Stephen Bibby (Churchwarden)  
Mr Mervyn Wilcox (Member of Diocesan Synod)  
Mrs Elaine Rodgers (Licensed Lay Minister ('LLM'))  
Rev'd Dr Christina Mason (Permission to Officiate ('PTO'))  
Mrs Weiwei Cossey (Licensed Lay Minister ('LLM'))

### **Elected Members**

Mrs Margaret Cator  
Mrs Janet Selvey  
Mr Michael Selvey (Verger)  
Mr Paul Weatherill  
Mrs Valerie Semlyen  
Mr Andy Turner (Hon. Treasurer)  
Mrs Gill Smith  
Mrs Mirjam Johnson  
Mrs Eileen Kittell – *from 28<sup>th</sup> April 2024 (APCM)*

### **Co-opted Members**

None

## Achievements and Performance

Our minister, Rev'd Dave Cossey, has been in his role since January 2023.

Our Families Matter Key Worker ('FMKW'), Caroline Tandy, remained in the role throughout the year. Every Monday morning (during school term time), Storybags, designed for babies and pre-school children and those who accompany them, continued throughout the year. Messy Church took place during school holidays. Further, our work with youth, children and families has continued with the valuable and enthusiastic support of volunteers. St. Mary's is also involved with supporting the (Thursday) weekly meeting of the Watton Families Group at The Charlotte Harvey Centre in Watton which is staffed by volunteers and where St. Mary's also supports the financial management of the group.

In fact, much of the vital work that is undertaken at, and outside of, St. Mary's is enabled and supported by volunteers. Whether that's opening and closing the church, cleaning, welcoming, organising fund raising events, after services tea and coffee and a diverse range of other activities that may well be unseen by many but is recognised, nonetheless. As regards staffing, Lucy Davey (Church Administrator) remained the role throughout the year, as did our part-time cleaner, Gail Fish. The total number of staff on the church's payroll is three.

We have maintained relationships with other organisations in our community, as well as local community groups, Watton Town Council and those of other faiths. A Polish church has continued throughout 2024 and uses the church buildings to hold their twice-weekly services of worship (mass), and other events.

A more detailed look at the church's many varied and diverse activities can be found in the 2024 Annual Reports of the various groups which is/are prepared for the APCM.

## Financial Review

The basis of accounting adopted remains the 'receipts and payments' method.

The main headline, as it was in previous years, is one of continuing generosity and support for the work at St Mary's. **Planned giving** <sup>(1.)</sup> in 2024 rose to £46,191 (2023 £35,616) as a result of new regular givers joining the scheme, and others increasing their giving, following a financial presentation and appeal in February. FMKW planned giving reduced slightly to £3,492 (2023 £3,789). A specific fund exists to support the cost of employment of our FMKW and this accumulated (restricted) fund stands at £6,950 (2023 £13,846). Further details can be found under 'Policies'.

(1.) see the notes to the 2024 accounts for a definition of planned giving

Income from **donations** dipped to £21,936 (2023 £25,637) despite several 'one off' incredibly generous gifts received during the year. No spending took place in 2024 from the Outreach Fund created in 2023.

**Gift Aid** continues to provide a significant proportion of the church's unrestricted income. This is claimed from H.M. Revenue & Customs every four months and includes the ability to claim under the Gift Aid Small Donations Scheme ('GASDS') for collections in services and donations made that are not captured under the gift aid scheme, as well as gift aid claimed on planned giving.

£2,185 **legacy** income was received (2023 £1,200) although there were no grants in 2024 (2023 £5,080). **Fund raising** at £9,481 (2023 £7,239) has also supported the church's income and is a key income generator. Income was also received from church and church rooms rental by several different organisations.

On the topic of **fund raising**, the hard work of, and dedication shown by, many volunteers from the 'St. Mary's army' – both from within the PCC and the congregation – has resulted in the good level of funds generated in 2023 being maintained (indeed, increased) during 2024. There are a number of activities that contributed to that – another hugely successful summer cream tea event, regular quizzes, the ever-popular 200 Club (increased from a 150 Club in 2024), monthly cinema, smartie tubes (the collection of donations), Saturday Chat (a monthly social coffee morning), a sponsored cycle ride, concerts, Easter and Christmas fayres, tabletop sale(s) and funds generated from shop sales. None of this would be possible without the unswerving level of support we get from our volunteers.

The single largest item of expenditure was the **Diocesan (Parish) Share**, an amount requested by the Diocese of Norwich to cover the cost of a stipendiary minister (salary, pension, housing, training) in addition to a proportion to support costs of the diocese. This is also known as an 'allocation'. In 2024, a total of £64,911 was paid (2023 £56,500) plus a further £2,671 claimed online i.e. a grand total of £67,582 against an allocation of £67,582. This equates to 100% of the 2024 allocation (2023 89%, 2022 85%, 2021 100%). The PCC is delighted that St. Mary's was able to meet its allocation in full for the first time in three years, since 2021.

A small percentage of the PCC's overall income was given to local and global causes, in addition to other collections and fund raising which are detailed in the accounts.

In 2024, as in 2023 and 2022, the PCC showed a surplus of income over expenditure. Details can be seen in the accountant-produced financial reports. Please also see further comments under 'Post Year End Events, Liabilities and Plans'.

The PCC also benefits from the **Church Lands Charity** (Registered Charity No. 257779) ('the charity'), which was established in 1870 to support the maintenance of the church fabric at St Mary's. The accounts of the charity are prepared separately to the church's accounts and the annual income and expenditure reported to H.M. Charity Commission. In 2024, the charity paid a total of £2,706 (2023 £3,147) for the church's buildings insurance (via Ecclesiastical). Further, a total of £1,614 (2023 £nil) was funded by the charity to cover key church repairs under the September 2023 quinquennial inspection. Please also see further

comments under 'Post Year End Events, Liabilities and Plans'. Importantly, an annual surplus of income over expenditure relating to the charity in any year continues to be accumulated into a fund for the extraordinary repair, or improvement, of the church. Currently, this fund totals £55,375 (2023 £45,353).

The PCC took a significant loan (approx. £213,000) from the charity in 2011 in support of the re-ordering of the church with the terms of this loan requiring repayment at £10,000 per annum. To date, a total of £55,000 has been repaid up to and including 2019, but with no repayments made since then. Following a meeting of the charity's trustees in March 2022, it was agreed that a remaining liability of £158,000 is acknowledged as outstanding but there should be no fixed repayment scheme implemented. Instead, the trustees will meet each year to decide if a repayment can be made and, if so, and the amount to be repaid. Given the church's cashflow situation, it's considered repayment of this loan continues to be unlikely, either in full or in part, in the short term. No repayments were made in 2024. The liability remains at £158,000.

## **Policies**

Financial Reserves and Legacy policies were approved by the PCC in October 2021 and are subject to annual review. There were no changes to these during 2024.

It is a PCC policy to maintain a balance on unrestricted funds which equates to a minimum of three months' unrestricted expenditure. This is equivalent to approx. £23,750 (based upon annual costs of c£95,000). It is held to smooth out cashflow fluctuations and to meet emergency funding needs. This policy remains comfortably met at the year end, as it was in 2023. It is the PCC's aim to maintain this fund from (a.) a surplus of income over expenditure, (b.) continued successful fund raising, and (c.) legacies received. These funds are held on an interest-bearing account with the CCLA Church of England Deposit Funds, with a working balance maintained on the Barclays Bank current account.

Additionally, the PCC maintains a range of restricted funds. These funds are also held on an interest-bearing account with the CCLA Church of England Deposit Funds, with working balances maintained on the Barclays Bank current account. Funds are used only for the specific purpose(s) for which they are intended and are quite separate from general (unrestricted) funds. These total approx. £16,625.

The largest of these is the FMKW fund, which is described earlier. Sadly, because of dwindling funds, the PCC made a decision during the year that it could no longer fund the FMKW role and, following extensive consultation and with technical guidance from the Diocese of Norwich, made the decision to make Caroline's role redundant as of January 2025 with an appropriate notice period. Caroline will leave her role on 22<sup>nd</sup> January.

## Post Year End Events, Liabilities and Plans

A 2025 budget was approved by the PCC in November which shows a deficit of income over expenditure of approx. £20,000, principally based upon a projected (reduced) sum for planned giving, donations and fund-raising and increased costs, predominantly parish share and energy related expenditure. This needs to be balanced against the 2024 forecast of a deficit of income over expenditure of approx. £25,000, but with an actual surplus of c£13,000. It's considered that St. Mary's will, once again, need to consider ways of boosting giving and generating other forms of income during 2025 and beyond if it's to be able to meet its projected costs, incl. Diocesan (Parish) Share, in full year-on-year.

An issue (and potential PCC liability) was reported in 2024 (and 2023) with a grant received from Norfolk County Council ('NCC') in May 2020 of £2,488. The PCC is pleased to be able to report that this was resolved during the year and no liability to NCC remains. There were no financial consequences resulting from this.

A quinquennial inspection took place in September 2023 and this report has generated a significant list of suggested works to be undertaken. These are broken down into urgent (requiring immediate attention) ('Priority A'), those requiring attention within twelve months ('Priority B') and those of a lesser priority. The estimated total for Priorities A and B is between £23-33,000. The PCC will continue to address the need to carry out work identified by this report throughout 2025, as it did during 2024, and considering both what needs to be done, and how what remedial work is contracted will be funded. Some work was undertaken during 2024, funded by Church Lands Charity.

Andy Turner  
Hon. Treasurer  
31<sup>st</sup> January 2025

**Receipts and Payments Summary (1)**

<b>Receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2023</b>
Voluntary receipts	91,630.00	8,817.40	100,447.40	90,963.48
Church Activities	1,973.50	-	1,973.50	1,942.42
Activities for Generating Funds	12,649.16	-	12,649.16	9,103.91
Investment income	2,001.33	-	2,001.33	1,207.80
Other income	4,626.70	-	4,626.70	8,496.70
<b>Total receipts</b>	<b>112,880.69</b>	<b>8,817.40</b>	<b>121,698.09</b>	<b>111,714.31</b>
<b>Payments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2023</b>
Church Activities	96,796.44	13,763.70	110,560.14	101,353.10
Cost of generating funds	1,796.10	-	1,796.10	1,762.30
Governance costs	1,081.34	-	1,081.34	1,067.42
Transfer between funds	-	-	-	-
Loss on disposal of investments	-	-	-	-
<b>Total expenditure</b>	<b>99,673.88</b>	<b>13,763.70</b>	<b>113,437.58</b>	<b>104,182.82</b>
<b>Surplus / (deficit) for year</b>	<b>13,206.81</b>	<b>(4,946.30)</b>	<b>8,260.51</b>	<b>7,531.49</b>
<b>Cash in bank &amp; in hand - 01 Jan</b>	<b>30,798.24</b>	<b>27,072.03</b>	<b>57,870.27</b>	<b>50,338.78</b>
<b>Cash in bank &amp; in hand - 31 Dec</b>	<b>44,005.05</b>	<b>22,125.73</b>	<b>66,130.78</b>	<b>57,870.27</b>
<b>Represented by:</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2023</b>
Cash in hand	120.00	-	120.00	176.58
Barclays Bank, current account (2)	17,284.72	10,125.73	27,410.45	21,038.92
CBF Deposit account 1 ('Working')	26,600.33	-	26,600.33	24,654.77
CBF Deposit account 2 ('Projects')	-	12,000.00	12,000.00	12,000.00
	<b>44,005.05</b>	<b>22,125.73</b>	<b>66,130.78</b>	<b>57,870.27</b>

**Further Analysis of Receipts and Payments**

<b>Receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2023</b>
<b>Voluntary receipts</b>	<b>91,630.00</b>	<b>8,817.40</b>	<b>100,447.40</b>	<b>90,963.48</b>
Planned giving (2)	67,349.84	8,817.40	76,167.24	63,972.70
Collections at services (3)	4,874.93	-	4,874.93	6,170.83
Donations (4)	2,969.45		2,969.45	3,464.51
Bequests			-	-
Other			-	-
Gift Aid tax recovery	16,435.78		16,435.78	17,355.44
<b>Church Activities</b>	<b>1,973.50</b>	<b>-</b>	<b>1,973.50</b>	<b>1,942.42</b>
Fees for Occasional Offices	1,828.00		1,828.00	1,729.00
Coffee / tea	145.50		145.50	213.42
<b>Activities for Generating Funds</b>	<b>12,649.16</b>	<b>-</b>	<b>12,649.16</b>	<b>9,103.91</b>
Fundraising events	5,915.38		5,915.38	3,698.79
150 Club	2,400.00		2,400.00	1,800.00
Cinema/Concerts	745.00		745.00	1,015.00
Smartie tubes	37.00		37.00	-
Sponsor events	237.74		237.74	512.21
Premises hire	2,985.00		2,985.00	1,820.00
Shop / produce	329.04		329.04	257.91
<b>Bank and Investment income</b>	<b>2,001.33</b>	<b>-</b>	<b>2,001.33</b>	<b>1,207.80</b>
CBF Deposit Accounts	2,001.33		2,001.33	1,138.28
Barclays Loyalty Payments			-	69.52
<b>Other income</b>	<b>4,626.70</b>	<b>-</b>	<b>4,626.70</b>	<b>8,496.70</b>
One off grants			-	5,080.00
Watton Church Lands Charity (5)	4,476.70		4,476.70	3,291.70
Sid Long Fund			-	-
Other income	150.00		150.00	125.00
<b>Total income</b>	<b>112,880.69</b>	<b>8,817.40</b>	<b>121,698.09</b>	<b>111,714.31</b>

<b>Payments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2023</b>
<b>Church Activities</b>				
<b>Diocese and Deanery</b>	<b>64,911.33</b>	<b>-</b>	<b>64,911.33</b>	<b>56,500.00</b>
Diocesan Share	64,911.33		64,911.33	56,500.00
<b>Church Administration</b>	<b>16,154.97</b>	<b>-</b>	<b>16,154.97</b>	<b>13,891.80</b>
Office salaries	10,751.49		10,751.49	11,078.24
Payroll services	384.00		384.00	468.00
Telephone / Broadband	533.75		533.75	457.41
Photocopier	2,022.76		2,022.76	958.55
Stationery / postage	118.77		118.77	38.52
Equipment maintenance / outlay	2,246.20		2,246.20	821.08
Statutory fees administration			-	-
Other	98.00		98.00	70.00

## Further Analysis of Receipts and Payments (contd)

Payments (contd)	Unrestricted	Restricted	Total	2023
<b>Church Running Costs</b>	<b>13,235.42</b>	-	<b>13,235.42</b>	<b>15,690.27</b>
Organ tuning / maintenance	338.40		338.40	158.40
Electricity	3,828.57		3,828.57	5,365.48
Heating oil	2,574.90		2,574.90	2,721.58
Water	124.76		124.76	130.71
Insurance (see note 5)	2,706.70		2,706.70	2,667.64
Maintenance and repairs (see note 5)	2,572.72		2,572.72	3,430.11
Cleaning	195.86		195.86	141.61
Car park (incl electricity / water)	893.51		893.51	1,074.74
<b>Worship, ministry and mission</b>	<b>2,021.21</b>	<b>13,763.70</b>	<b>15,784.91</b>	<b>14,615.53</b>
Service costs	29.99	41.95	71.94	255.36
Organist / choir / music group	270.00	411.68	681.68	127.00
Copyright licences	935.37		935.37	891.28
Service requisites inc flowers	55.88		55.88	234.92
Training and discipleship	-		-	500.00
Verger	400.00		400.00	400.00
AV / music equipment	319.97		319.97	209.84
Children youth and families	-	474.56	474.56	524.83
Family Matters Keyworker salary	-	10,764.00	10,764.00	10,764.00
Family Matters Keyworker Tax/NI/ pension	-	-	-	116.80
Family Matters Keyworker expenses / project	-	-	-	-
Outreach	10.00	-	10.00	-
Watton Families Group	-	2,071.51	2,071.51	591.50
<b>Mission and charitable giving (6)</b>	<b>473.51</b>	-	<b>473.51</b>	<b>655.50</b>
Mission Giving - UK	211.36		211.36	405.50
Mission Giving - non UK	262.15		262.15	250.00
<b>Total Church Activities</b>	<b>96,796.44</b>	<b>13,763.70</b>	<b>110,560.14</b>	<b>101,353.10</b>
<b>Cost of generating funds</b>	<b>1,796.10</b>	-	<b>1,796.10</b>	<b>1,762.30</b>
150 Club (7)	1,165.00		1,165.00	900.00
Cinema			-	-
Fundraising events	631.10		631.10	862.30
<b>Governance costs</b>	<b>1,081.34</b>	-	<b>1,081.34</b>	<b>1,067.42</b>
Bank charges	457.34		457.34	467.42
Independent examiner (see note 5)	624.00		624.00	600.00
<b>Transfer between funds</b>	-	-	-	-
<b>Loss on disposal of investments</b>	-	-	-	-
<b>Total expenditure</b>	<b>99,673.88</b>	<b>13,763.70</b>	<b>113,437.58</b>	<b>104,182.82</b>
<b>Excess income / expenditure</b>	<b>13,206.81</b>	<b>(4,946.30)</b>	<b>8,260.51</b>	<b>7,531.49</b>

**Analysis of Funds****Restricted Funds (8)****Organ Fund**

Starting balance	1,355.97	
Surplus (deficit)	-	
End balance		<u>1,355.97</u>

**Flower Fund**

Starting balance	3,351.01	
Surplus (deficit)	-	
End balance		<u>3,351.01</u>

**Children Youth and Families**

Starting balance	1,157.52	
Surplus (deficit)	341.37	
End balance		<u>1,498.89</u>

**Watton Families Group**

Starting balance	387.37	
Surplus (deficit)	1,019.51	
End balance		<u>1,406.88</u>

**Families Matter Key Worker**

Starting balance	13,845.56	
Surplus (deficit)	(6,895.50)	
End balance		<u>6,950.06</u>

**Families in Need / Holiday Kitchen (10)**

Starting balance	1,974.60	
Surplus (deficit)	-	
End balance		<u>1,974.60</u>

**Choir**

Starting balance	-	
Surplus (deficit)	88.32	
End balance		<u>88.32</u>

**Outreach**

Starting balance	5,000.00	
Surplus (deficit)	-	
End balance		<u>5,000.00</u>

**Building Extension Fund**

Starting balance	-	
Surplus (deficit)	500.00	
End balance		<u>500.00</u>

**Total Restricted Funds (31 Dec)**22,125.73**Unrestricted Funds (11)****Cash in hand**

Starting balance	176.58	
Surplus (deficit)	(56.58)	
End total		<u>120.00</u>

**PCC General Fund (current account)**

Starting balance	5,966.89	
Surplus (deficit)	11,317.83	
End total		<u>17,284.72</u>

**Deposit Fund (CBF 1 'Working')**

Starting balance	24,654.77	
Interest	1,945.56	
Transfers	-	
End total		<u>26,600.33</u>

**Total Unrestricted Funds (31 Dec)**44,005.05**Total Restricted and Unrestricted (31 Dec)**66,130.78

## Notes to the accounts

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 2 Planned giving includes monthly and weekly envelopes, standing orders, direct bank payments, and one-off Gift Aid envelopes. The Restricted amount relates to planned giving for the Families Matters Keyworker post.
- 3 During the year no collections were received in relation to restricted funds.
- 4 Unrestricted donations include gifts which were not part of planned giving or collections at services, as well as the Hole in Wall, Coppers Jar, etc.
- 5 Amounts paid to the PCC, or on behalf of the PCC, in respect of insurance, and some maintenance costs, by the Watton Church Lands Charity ('St Mary's Trust') in accordance with its 1870 governing document. Details (see p3) as follows:

Insurance	2,706.70
Maintenance	1,614.00
Independent examiner	<u>156.00</u>
<b>Total</b>	<b>4,476.70</b>

- 6 The accounts include only donations made by the PCC from its unrestricted funds, and do not include bucket collections, special fundraising, etc.
- 7 The '150 Club' is a subscription-based fundraiser whereby up to 150 participants buy stakes of £12 per annum, from which two monthly winners receives cash prizes of £50 and £25 respectively. It is covered by a small lottery licence from Breckland District Council. Subscriptions are paid prior to the beginning of each annual cycle in April. The total annual prize money of £900 is therefore, strictly speaking, a liability which diminishes through the year. As a proportion of the monthly income of the PCC, this liability is considered manageable.
- 8 The Restricted Funds are funds which were given for a particular purpose and may only be used for that purpose. Most of these funds are held within the 'CBF2 (Projects) Deposit Account'.
- 9 The Families Matter Key Worker project is funded by a grant from Norfolk County Council's Early Childhood Community Fund to set up an early-years group at the Watton Community Hub.
- 10 Watton Families in Need / Holiday Kitchen is a church- and community project set up during lockdown to ensure emergency supplies of food and essentials for families and individuals in severe need, and especially during school holidays when free school meals are not available.

- 11 These are funds held in various accounts which represent the money immediately available to the PCC to spend on its general purposes.

## Independent Examiners Certificate

<b>Report to the trustees/ members of:</b>	ST MARY'S WATTON
<b>On accounts for the year ended:</b>	31 DECEMBER 2024
<b>Charity no (if any):</b>	1203822

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/24.

### Responsibilities and basis of report

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

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

### Independent examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [\_\_\_\_\_]]. Delete [ ] if not applicable.~~

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

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

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

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

Signed: R. Kenrick

Date: 21/3/2025

Name: ROBERT KENRICK

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

ECCA
------

Address:

<b>Arden Kendall Limited</b>
Chartered Certified Accountants 38 High Street, Watton
Norfolk, IP25 6AE 01953 883850

**Section B**

**Disclosure**

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

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

--

**ST. MARY'S CHURCH, WATTON**

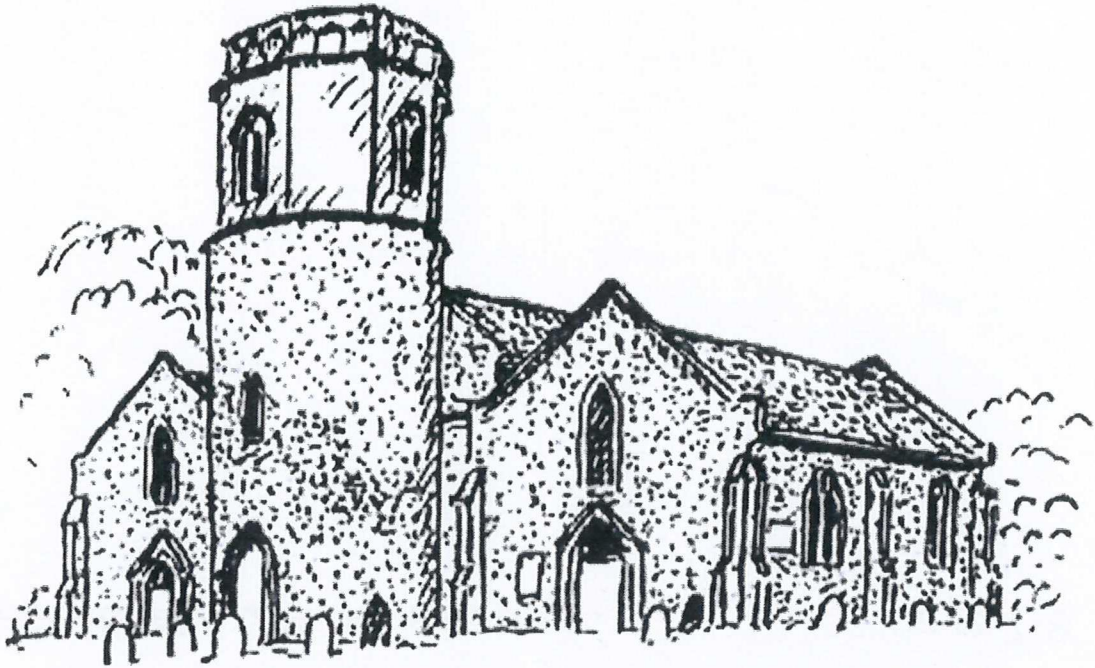
England & Wales - Charity number 1203822

---

# Accounts

---

The Parish Church of  
St Marys, Watton  
(Diocese of Norwich)



Financial Statements  
for the year ended  
31<sup>st</sup> December 2023

## Contents

Trustees' Report	page i-vi
Receipts and Payments – summary	page 1
Receipts and Summary – further analysis	page 2-3
Analysis of Funds	page 4
Notes to the accounts	page 5-6
Independent Examiner's Report	page 7-8

Treasurer:  
Andy Turner  
[treasurer@stmaryswatton.org](mailto:treasurer@stmaryswatton.org)

# **The Parochial Church Council of St Mary's, Watton (Charity Registration No. 1203822) Trustees' Annual Report**

## **Administrative Information**

The Parish Church of Mary's, Watton ('St. Mary's') is situated on Church Road, Watton IP25 6DQ. The Parish is part of the Deanery of Breckland and, in turn, the Archdeaconry of Lynn and the Diocese of Norwich in the Church of England.

The Parochial Church Council of St. Mary's, Watton ('PCC'), is responsible for the church buildings and extensions and for the car park and green which it owns opposite the church, on Church Road.

## **Aims and Purposes**

The PCC shared responsibility with a newly-appointed minister, Rev'd Dave Cossey, from 12<sup>th</sup> January 2023 (date of licensing), for promoting the whole mission of St. Mary's – pastoral, evangelistic, social and ecumenical – within and beyond the Ecclesiastical Parish of Watton.

## **Constitution and the 2011 Charities Act**

The PCC is constituted by and subject to the PCC (Powers) Measure 1956, and the Church Representation Rules 2020 (<https://tinyurl.com/churchreprules2020>) as well as secular legislation such as the Charities Act 2011 ('the 2011 Act'). The PCC continues to be an excepted charity (i.e. unregistered with H.M. Charity Commission) but, despite that, there is still a requirement to comply with charity law with the trustees having the same responsibilities as trustees of registered charities.

The PCC, via the Hon. Treasurer, maintains accurate and transparent accounting records under Section 130 of the 2011 Act, the accounts are in full compliance with the 2011 Act and the Independent Examination of the financial statements is undertaken in accordance with, and follows directions made under, Section 145 (5) (b) of the 2011 Act.

During the year, the PCC took the decision to register St. Mary's with H.M. Charity Commission ('HMCC') as a registered charity as it was the belief that the income of the church would rise above £100,000 in 2023 (necessitating a formal registration under current HMCC rules). This was concluded on 3<sup>rd</sup> July with the Charity Registration No. 1203822 allocated. This is now quoted on all correspondence, internal papers etc. and is shown on St. Mary's website.

## **Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. At St. Mary's, the membership of the PCC consists of the incumbent(s) (the vicar and curate/assistant vicar – our ministers), the two churchwardens, readers/licensed lay ministers, members of Deanery and

Diocesan Synods and members who are elected by those members of the congregation who are on the electoral roll of the church. More detailed information can be found under 'Membership of the PCC'. All those who attend services of worship and members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive appropriate training and briefing into the workings of the PCC and associated responsibilities. This includes responsibilities and duties acting as a charity trustee.

The PCC met monthly during the year (except August, and December) in the church rooms and/or the church. Additionally, an extraordinary meeting was held on 18<sup>th</sup> December to consider the 2024 Budget. The 2023 Annual Parochial Church Meeting (covering the 2022 calendar/financial year) was held at the church on Sunday, 14<sup>th</sup> May.

Given its wide responsibilities, the PCC has a number of sub-committees each dealing with a particular aspect of parish life. These sub-committees, which include Finance, Building Management, Worship, Mission and Outreach, are all responsible to the PCC and report back regularly with notes of their decisions being received by the full PCC and discussed, as necessary.

## **Membership of the PCC**

The PCC consists of ex-officio, elected and co-opted members, all of whom are Trustees. Mrs Margaret Cator serves the PCC as its Hon. Secretary.

### **Ex-officio Members**

Rev'd Dave Cossey – *from 12<sup>th</sup> January 2023 (date of licensing)*  
Mrs Linda Benton (Churchwarden)  
Mr Stephen Bibby (Churchwarden) – *from 14<sup>th</sup> May 2023 (APCM)*  
Mr Mervyn Wilcox (Member of Diocesan Synod)  
Mrs Elaine Rodgers (Licensed Lay Minister)  
Rev'd Dr Christina Mason (Licensed Lay Minister)  
Mrs Weiwei Cossey (Licensed Lay Minister) – *from 16<sup>th</sup> September 2023 (date of licensing)*

### **Elected Members**

Mrs Margaret Cator  
Mrs Janet Selvey  
Mr Michael Selvey (Verger)  
Mr Paul Weatherill  
Mrs Valerie Semlyen  
Mr Andy Turner (Hon. Treasurer)  
Mrs Gill Smith – *from 14<sup>th</sup> May 2023 (APCM)*  
Mrs Mirjam Johnson – *from 14<sup>th</sup> May 2023 (APCM)*

## Co-opted Members

None

## Achievements and Performance

Following a period of vacancy (from August 2021), the PCC were delighted to have secured the appointment of Rev'd Dave Cossey as a replacement for Rev'd Gerry Foster and, following licensing, Dave joined St. Mary's in January.

Our Families Matter Key Worker ('FMKW'), Caroline Tandy, remained in the role throughout the year. Every Monday morning (during school term time), Storybags, designed for babies and pre-school children and those who accompany them, continued throughout the year. Messy Church took place during school holidays. Further, our work with youth, children and families has continued with the valuable and enthusiastic support of volunteers with some new people having joined this key part of the church. St. Mary's is also involved with supporting the (Thursday) weekly meeting of the Watton Families Group at The Charlotte Harvey Centre in Watton which is staffed by volunteers and where St. Mary's also supports the financial management of the group.

In fact, much of the vital work that is undertaken at, and outside of, St. Mary's is enabled and supported by volunteers. Whether that's opening and closing the church, cleaning, welcoming, organising fund raising events, after services tea and coffee and a diverse range of other activities that may well be unseen by many but is recognised nonetheless. As regards staffing, Lucy Davey (Church Administrator) remained the role throughout the year, as did our part-time cleaner, Gail Fish. Sadly, Jo Ward left during the year and has not been replaced. The total number of staff on the church's payroll is three.

We have continued to build relationships with other organisations in our community, as well as local community groups, Watton Town Council and those of other faiths. A Polish church has continued throughout 2023, and uses the church building to hold their twice-weekly services of worship (mass).

A more detailed look at the church's many varied and diverse activities can be found in the 2023 Annual Reports of the various groups which is/are prepared for the Annual Parochial Church Meeting.

## Financial Review

The basis of accounting adopted remains the 'receipts and payments' method.

The main headline, as it was in previous years, is one of continuing generosity and support for the work at St Mary's. Notwithstanding that, our **planned giving** (1.) in 2023 dipped sharply to £35,616 (2022 £41,466) following a series of strong years and as a result of the departure from St. Mary's of a number of regular givers. However, new givers also joined the scheme. FMKW planned giving also reduced to £3,789 (2022 £4,252). A specific fund exists to support the cost of employment of our FMKW and this accumulated (restricted) fund stands at £13,846 (2022 £13,615) which is sufficient, as things stand, to cover the FMKW

salary and related costs throughout 2024. Further details can be found under 'Policies'.

(1.) see the notes to the 2023 accounts for a definition of planned giving

Income from **donations** rose significantly to £25,637 (2022 £6,450) and this was due, principally, to a very generous (anonymity requested) £20,000 gift received in the spring. With gift aid, this was worth £24,500 and this was used as follows: £10,000 towards Diocesan share (plus £4,500 gift aid), £5,000 to boost the FMKW Fund and £5,000 into a new Outreach Fund. No spending took place in 2023 from this new Outreach Fund.

**Gift Aid** continues to provide a significant proportion of the church's unrestricted income. This is claimed from H.M. Revenue & Customs every four months and includes the ability to claim under the Gift Aid Small Donations Scheme ('GASDS') for collections in services and donations made that are not captured under the gift aid scheme, as well as gift aid claimed on planned giving.

£1,200 **legacy** income was received in 2023 (2022 £nil) together with grants totalling £5,080 (2022 £315). **Fund raising** at £7,239 (2022 £7,876) has also supported the church's income and is a key income generator. Income was also received from church and church rooms rental by a number of different organisations.

On the topic of **fund raising**, the hard work of, and dedication shown by, many volunteers from the 'St. Mary's army' – both from within the PCC and the congregation – has resulted in a good level of funds generated in 2022 being maintained. There are a number of activities that contributed to that – another hugely successful summer cream tea event, regular quizzes, the ever-popular 150 Club, monthly cinema, smartie tubes (the collection of donations), Saturday Chat (a monthly social coffee morning), a sponsored cycle ride, concerts, a Christmas fayre, tabletop sale(s) and funds generated from shop sales. None of this would be possible without the unswerving level of support we get from our volunteers. A theme adopted by the PCC in 2021 was "to put the fun back into fund raising" and that has shone through, once again, in 2023, as it did in 2022.

The single largest item of expenditure was the **Diocesan (Parish) Share**, an amount requested by the Diocese of Norwich to cover the cost of a stipendiary minister (salary, pension, housing, training) in addition to a proportion to support costs of the diocese. This is also known as an 'allocation'. In 2023, a total of £56,500 was paid (2022 £51,877) – this included £14,500 from the spring gift – plus a further £380 claimed online i.e. a grand total of £56,880 against an allocation of £64,352. This equates to approx. 88% of the 2023 allocation (2022 – 85%) (2021 100%). It's a disappointment to the PCC, for the second year running, that St. Mary's was unable to meet its allocation in full caused through falling income and increased costs. But for the spring gift, this would have been considerably worse in 2023 than it actually was.

A small percentage of the PCC's overall income was given to local and global causes, in addition to other collections and fund raising which are detailed in the accounts.

In 2023, as in 2022, the PCC showed a surplus of income over expenditure. However, but for the generous spring gift of £20,000, plus gift aid, the year would have been one of deficit. This deficit was forecast to be £15,000 in the 2022 accounts, based upon an approved 2023 budget. Details can be seen in the accountant-produced financial reports. St. Mary's is praying for a further 'windfall' in 2024!

The PCC also benefits from the **Church Lands Charity** (Registered Charity No. 257779) ('the charity'), which was established in 1870 to support the maintenance of the church fabric at St Mary's. The accounts of the charity are prepared separately to the church's accounts and the annual income and expenditure reported to H.M. Charity Commission. In 2023, the charity paid for the church's buildings insurance (via Ecclesiastical) and fixed installation inspections (via British Engineering Services) a total of £3,147 (2022 £2,979). No repairs and/or maintenance was funded by the charity in 2023. Importantly, an annual surplus of income over expenditure relating to the charity in any year continues to be accumulated into a fund for the extraordinary repair, or improvement, of the church. Currently, this fund totals £45,353 (2022 £34,738).

The PCC took a significant loan (approx. £213,000) from the charity in 2011 in support of the re-ordering of the church with the terms of this loan requiring repayment at £10,000 per annum. To date, a total of £55,000 has been repaid up to and including 2019 but with no repayments made in 2020, 2021 or 2022. Following a meeting of the charity's trustees in March 2022, it was agreed that a remaining liability of £158,000 is acknowledged as outstanding but there should be no fixed repayment scheme implemented. Instead, the trustees will meet each year to decide if a repayment can be made and, if so, and the amount to be repaid. Given the church's cashflow situation, it's considered repayment of this loan continues to be unlikely, either in full or in part, in the short term. No repayments were made in 2023. The liability remains at £158,000.

## **Policies**

Financial Reserves and Legacy policies were approved by the PCC in October 2021 and are subject to annual review. There were no changes to these during 2023.

It is a PCC policy to maintain a balance on unrestricted funds which equates to a minimum of three months' unrestricted expenditure. This is equivalent to approx. £25,000 (based upon annual costs of c£100,000). It is held to smooth out cashflow fluctuations and to meet emergency funding needs. This policy remains met at the year end, as it did in 2022. It is the PCC's hope to increase this fund over time from (a.) a surplus of income over expenditure, (b.) continued successful fund raising, and (c.) legacies received. These funds are held on an interest-bearing account with the CCLA Church of England Deposit Funds, with a working balance maintained on the Barclays Bank current account.

Additionally, the PCC maintains a range of restricted funds. These funds are also held on an interest-bearing account with the CCLA Church of England Deposit Funds, with working balances maintained on the Barclays Bank current account. Funds are used only for the specific purpose(s) for which they are intended and

are quite separate from general (unrestricted) funds. These total approx. £21,000. The largest of these is the FMKW fund, which is described earlier.

## **Post Year End Events, Liabilities and Plans**

A 2024 budget was approved by the PCC in December which shows a deficit of income over expenditure of approx. £25,000, principally based upon a projected (reduced) sum for planned giving, donations and fund-raising and increased costs, predominantly parish share and energy related expenditure. It's considered that St. Mary's will need to consider ways of boosting giving and generating other forms of income during 2024 and beyond if it's to be able to meet its projected costs, incl. Diocesan Share, in full. A Gift Day, preceded by a financial and giving presentation, is planned for February 2024.

It was reported last year that the PCC became aware of an issue with a grant received from Norfolk County Council ('NCC') in May 2020 of £2,488, which was intended for the Watton Family Hub but which, following an application made by Marianne Starling, the previous FMKW (left the role in March 2021) in March 2020, passed through the church's bank account. The sum of £2,450 was paid out in April 2021 to a new bank account established in the name of Watton Family Hub (as well as a sum of £1,732 for Watton Families in Need). NCC are seeking clarification from the PCC, as the funds were paid to St. Mary's, of how/where the funds were spent which cannot be provided. The sum of £1,732 was returned to the church's bank account in February and is being held on the Watton Families in Need restricted fund. As such, there is a potential liability of £2,488 in favour of NCC which remains unresolved at the year end. Discussions continue to secure the return of these funds although it should be recognised that this potential liability remains into 2024.

In December, we became aware of a VAT overpayment to TotalEnergies for electricity supplied since the contract was taken originally, in 2020. This has arisen as VAT has been charged at 20% rather than at 5% as the church's building is designated as for charitable use, which means that lower rate VAT is payable. This amounts to c£900 and a scheme of repayment is being worked out with the energy supplier. Rather than a direct repayment, it seems likely that a credit will be applied to the energy account meaning that bills will be lower during the first quarter of 2024 until this credit is exhausted.

A quinquennial inspection took place in September and this report has generated a significant list of suggested works to be undertaken. These are broken down into urgent (requiring immediate attention) ('Priority A'), those requiring attention within twelve months ('Priority B') and those of a lesser priority. The estimated total for Priorities A and B is between £23-33,000. The PCC will be addressing this report in early 2024 and considering both what needs to be done, and how what remedial work is contracted will be funded.

Andy Turner  
Hon. Treasurer  
31<sup>st</sup> January 2024

**Receipts and Payments Summary (1)**

<b>Receipts</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2022</b>
Voluntary receipts	85,375.52	5,587.96	90,963.48	70,199.05
Church Activities	1,942.42	-	1,942.42	2,593.24
Activities for Generating Funds	9,103.91	-	9,103.91	10,169.66
Investment income	1,207.80	-	1,207.80	688.22
Other income	8,496.70	-	8,496.70	11,587.25
<b>Total receipts</b>	<b>106,126.35</b>	<b>5,587.96</b>	<b>111,714.31</b>	<b>95,237.42</b>
<b>Payments</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2022</b>
Church Activities	89,321.17	12,031.93	101,353.10	96,263.05
Cost of generating funds	1,762.30	-	1,762.30	1,970.75
Governance costs	1,067.42	-	1,067.42	1,127.93
Transfer between funds	12,000.00	(12,000.00)	-	-
Loss on disposal of investments			-	315.43
<b>Total expenditure</b>	<b>104,150.89</b>	<b>31.93</b>	<b>104,182.82</b>	<b>99,677.16</b>
<b>Surplus / (deficit) for year</b>	<b>1,975.46</b>	<b>5,556.03</b>	<b>7,531.49</b>	<b>(4,439.74)</b>
<b>Cash in bank &amp; in hand - 01 Jan</b>	<b>28,822.78</b>	<b>21,516.00</b>	<b>50,338.78</b>	<b>54,778.52</b>
<b>Cash in bank &amp; in hand - 31 Dec</b>	<b>30,798.24</b>	<b>27,072.03</b>	<b>57,870.27</b>	<b>50,338.78</b>

<b>Represented by:</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2022</b>
Cash in hand	176.58	-	176.58	175.06
Barclays Bank, current account (2)	5,966.89	15,072.03	21,038.92	14,647.23
CBF Deposit account 1 ('Working')	24,654.77	-	24,654.77	23,516.49
CBF Deposit account 2 ('Projects')	-	12,000.00	12,000.00	12,000.00
	<b>30,798.24</b>	<b>27,072.03</b>	<b>57,870.27</b>	<b>50,338.78</b>

### Further Analysis of Receipts and Payments

Receipts	Unrestricted	Restricted	Total	2022
<b>Voluntary receipts</b>	<b>85,375.52</b>	<b>5,587.96</b>	<b>90,963.48</b>	<b>70,199.05</b>
Planned giving (2)	58,988.02	4,984.68	63,972.70	49,104.23
Collections at services (3)	5,567.55	603.28	6,170.83	5,445.27
Donations (4)	3,464.51	-	3,464.51	2,601.73
Bequests	-	-	-	-
Other	-	-	-	-
Gift Aid tax recovery	17,355.44	-	17,355.44	13,047.82
<b>Church Activities</b>	<b>1,942.42</b>	<b>-</b>	<b>1,942.42</b>	<b>2,593.24</b>
Fees for Occasional Offices	1,729.00	-	1,729.00	2,253.00
Coffee / tea	213.42	-	213.42	340.24
<b>Activities for Generating Funds</b>	<b>9,103.91</b>	<b>-</b>	<b>9,103.91</b>	<b>10,169.66</b>
Fundraising events	3,698.79	-	3,698.79	4,272.76
150 Club	1,800.00	-	1,800.00	1,801.00
Cinema/Concerts	1,015.00	-	1,015.00	1,199.00
Smartie tubes	-	-	-	38.00
Sponsor events	512.21	-	512.21	226.22
Premises hire	1,820.00	-	1,820.00	2,270.00
Shop / produce	257.91	-	257.91	362.68
<b>Bank and Investment income</b>	<b>1,207.80</b>	<b>-</b>	<b>1,207.80</b>	<b>688.22</b>
CBF Deposit Accounts	1,138.28	-	1,138.28	615.08
Barclays Loyalty Payments	69.52	-	69.52	73.14
<b>Other income</b>	<b>8,496.70</b>	<b>-</b>	<b>8,496.70</b>	<b>11,587.25</b>
One off grants	5,080.00	-	5,080.00	256.90
Watton Church Lands Charity (5)	3,291.70	-	3,291.70	3,141.87
Sid Long Fund	-	-	-	7,713.48
Other income	125.00	-	125.00	475.00
<b>Total income</b>	<b>106,126.35</b>	<b>5,587.96</b>	<b>111,714.31</b>	<b>95,237.42</b>

Payments	Unrestricted	Restricted	Total	2022
<b>Church Activities</b>				
<b>Diocese and Deanery</b>	<b>56,500.00</b>	<b>-</b>	<b>56,500.00</b>	<b>51,877.00</b>
Diocesan Share	56,500.00	-	56,500.00	51,877.00
<b>Church Administration</b>	<b>13,891.80</b>	<b>-</b>	<b>13,891.80</b>	<b>10,801.61</b>
Office salaries	11,078.24	-	11,078.24	8,417.00
Payroll services	468.00	-	468.00	342.00
Telephone / Broadband	457.41	-	457.41	425.27
Photocopier	958.55	-	958.55	522.60
Stationery / postage	38.52	-	38.52	119.95
Equipment maintenance / outlay	821.08	-	821.08	640.79
Statutory fees administration	-	-	-	264.00
Other	70.00	-	70.00	70.00

**Further Analysis of Receipts and Payments (contd)**

<b>Payments (contd)</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2022</b>
<b>Church Running Costs</b>	<b>15,690.27</b>	-	<b>15,690.27</b>	<b>11,725.67</b>
Organ tuning / maintenance	158.40	-	158.40	406.80
Electricity	5,365.48	-	5,365.48	2,643.43
Heating oil	2,721.58	-	2,721.58	2,697.23
Water	130.71	-	130.71	116.62
Insurance (see note 5)	2,667.64	-	2,667.64	2,741.10
Maintenance and repairs (see note 5)	3,430.11	-	3,430.11	887.04
Cleaning	141.61	-	141.61	1,792.27
Car park (incl electricity / water)	1,074.74	-	1,074.74	441.18
<b>Worship, ministry and mission</b>	<b>2,583.60</b>	<b>12,031.93</b>	<b>14,615.53</b>	<b>21,318.77</b>
Service costs	255.36	-	255.36	381.48
Organist / choir / music group	127.00	-	127.00	150.00
Copyright licences	891.28	-	891.28	828.17
Service requisites inc flowers	200.12	34.80	234.92	209.24
Training and discipleship	500.00	-	500.00	41.69
Verger	400.00	-	400.00	300.00
AV / music equipment	209.84	-	209.84	8,009.65
Children youth and families	-	524.83	524.83	1,359.00
Family Matters Keyworker salary	-	10,764.00	10,764.00	8,928.60
Family Matters Keyworker Tax/NI/ pension	-	116.80	116.80	248.28
Family Matters Keyworker expenses / project	-	-	-	20.99
Families in Need / Holiday Kitchen	-	-	-	490.17
Watton Families Group	-	591.50	591.50	351.50
<b>Mission and charitable giving (6)</b>	<b>655.50</b>	-	<b>655.50</b>	<b>540.00</b>
Mission Giving - UK	405.50	-	405.50	540.00
Mission Giving - non UK	250.00	-	250.00	-
<b>Total Church Activities</b>	<b>89,321.17</b>	<b>12,031.93</b>	<b>101,353.10</b>	<b>96,263.05</b>
<b>Cost of generating funds</b>	<b>1,762.30</b>	-	<b>1,762.30</b>	<b>1,970.75</b>
150 Club (7)	900.00	-	900.00	845.00
Cinema	-	-	-	-
Fundraising events	862.30	-	862.30	1,125.75
<b>Governance costs</b>	<b>1,067.42</b>	-	<b>1,067.42</b>	<b>1,127.93</b>
Bank charges	467.42	-	467.42	473.93
Independent examiner (see note 5)	600.00	-	600.00	654.00
<b>Transfer between funds</b>	<b>12,000.00</b>	<b>(12,000.00)</b>	-	-
<b>Loss on disposal of investments</b>	-	-	-	<b>315.43</b>
<b>Total expenditure</b>	<b>104,150.89</b>	<b>31.93</b>	<b>104,182.82</b>	<b>99,677.16</b>
<b>Excess income / expenditure</b>	<b>1,975.46</b>	<b>5,556.03</b>	<b>7,531.49</b>	<b>(4,439.74)</b>

**Analysis of Funds**

**Restricted Funds (8)**

**Organ Fund**

Starting balance	1,355.97	
Surplus (deficit)	-	
End balance		<u>1,355.97</u>

**Flower Fund**

Starting balance	3,385.81	
Surplus (deficit)	(34.80)	
End balance		<u>3,351.01</u>

**Children Youth and Families**

Starting balance	1,039.87	
Surplus (deficit)	117.65	
End balance		<u>1,157.52</u>

**Watton Families Group**

Starting balance	144.31	
Surplus (deficit)	243.06	
End balance		<u>387.37</u>

**Families Matter Key Worker**

Starting balance	13,615.44	
Surplus (deficit)	230.12	
End balance		<u>13,845.56</u>

**Families in Need / Holiday Kitchen (10)**

Starting balance	1,974.60	
Surplus (deficit)	-	
End balance		<u>1,974.60</u>

**Outreach**

Starting balance	-	
Surplus (deficit)	5,000.00	
End balance		<u>5,000.00</u>

**Total Restricted Funds (31 Dec)**

27,072.03

**Unrestricted Funds (11)**

**Cash in hand**

Starting balance	175.06	
Surplus (deficit)	1.52	
End total		<u>176.58</u>

**PCC General Fund (current account)**

Starting balance	5,131.23	
Surplus (deficit)	835.66	
End total		<u>5,966.89</u>

**Deposit Fund (CBF 1 'Working')**

Starting balance	23,516.49	
Interest	1,138.28	
Transfers	-	
End total		<u>24,654.77</u>

**Total Unrestricted Funds (31 Dec)**

30,798.24

**Total Restricted and Unrestricted (31 Dec)**

57,870.27

## Notes to the accounts

- 1 The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.
- 2 Planned giving includes monthly and weekly envelopes, standing orders, direct bank payments, and one-off Gift Aid envelopes. The Restricted amount relates to planned giving for the Families Matters Keyworker post.
- 3 The Restricted amount relates to collections at the Storybags parent-and-toddler group, which were given of £603.28 to the Children Youth and Families fund.
- 4 Unrestricted donations include gifts which were not part of planned giving or collections at services, as well as the Hole in Wall, Coppers Jar, etc.
- 5 Amounts paid to the PCC, or on behalf of the PCC, in respect of insurance, and some maintenance costs, by the Watton Church Lands Charity ('St Mary's Trust') in accordance with its 1870 governing document. Details (see p3) as follows:

Insurance	2,667.64
Maintenance	480.06
Independent examiner	<u>144.00</u>
<b>Total</b>	<b>3,291.70</b>

- 6 The accounts include only donations made by the PCC from its unrestricted funds, and do not include bucket collections, special fundraising, etc.
- 7 The '150 Club' is a subscription-based fundraiser whereby up to 150 participants buy stakes of £12 per annum, from which two monthly winners receives cash prizes of £50 and £25 respectively. It is covered by a small lottery licence from Breckland District Council. Subscriptions are paid prior to the beginning of each annual cycle in April. The total annual prize money of £900 is therefore, strictly speaking, a liability which diminishes through the year. As a proportion of the monthly income of the PCC, this liability is considered manageable.
- 8 The Restricted Funds are funds which were given for a particular purpose and may only be used for that purpose. Most of these funds are held within the 'CBF2 (Projects) Deposit Account'.
- 9 The Families Matter Key Worker project is funded by a grant from Norfolk County Council's Early Childhood Community Fund to set up an early-years group at the Watton Community Hub.
- 10 Watton Families in Need / Holiday Kitchen is a church- and community project set up during lockdown to ensure emergency supplies of food and essentials for families and individuals in severe need, and especially during school holidays when free school meals are not available.

- 11 These are funds held in various accounts which represent the money immediately available to the PCC to spend on its general purposes.

## Independent Examiners Certificate

Report to the trustees/ members of:

ST MARY'S WATTON

On accounts for the year ended:

31 DECEMBER 2023

Charity no (if any):

1203822.

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/23.

### Responsibilities and basis of report

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

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

### Independent examiner's statement

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

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

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

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

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

Signed:

R. Kendrick

Date:

13/2/2024

Name:

ROBERT KENDRICK

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

ECCA.

Address:

**Arden Kendall Limited**  
~~Chartered Certified Accountants~~  
38 High Street, Watton  
Norfolk, IP25 6AE  
01953 883850

**Section B**

**Disclosure**

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

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

[Empty box for disclosure details]