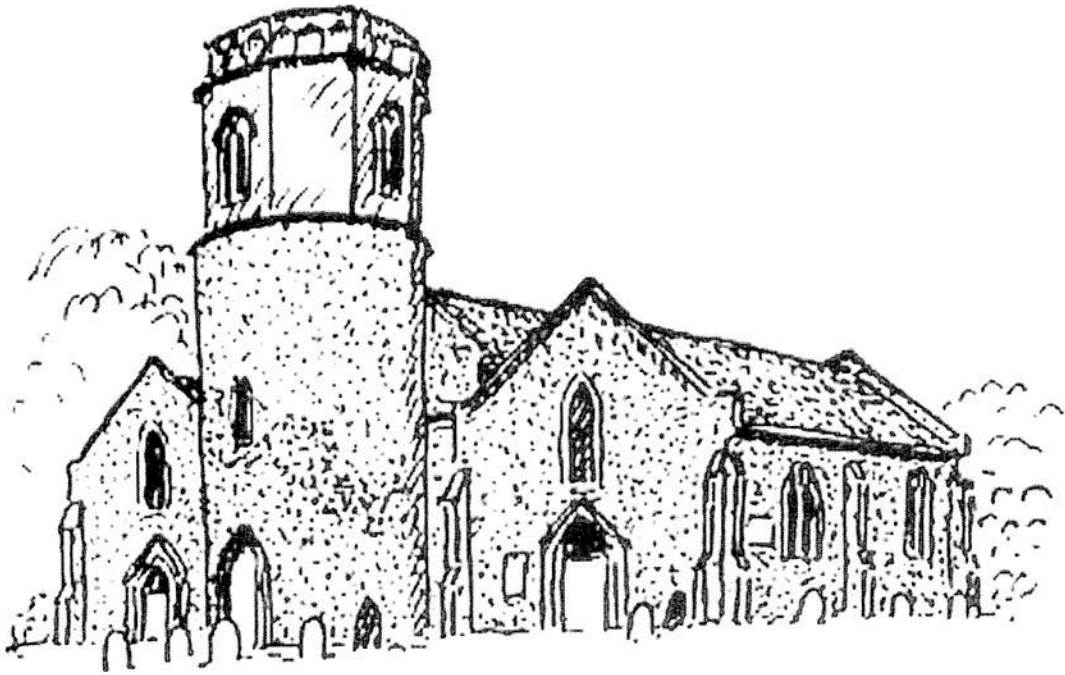


The Parish Church of
St Marys, Watton
(Diocese of Norwich)



Financial Statements
for the year ended
31st December 2024

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Treasurer:
Andy Turner
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 3rd 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, 28th 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 28th 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** ^(1.) 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 22nd 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
31st January 2025

Receipts and Payments Summary (1)

Receipts	Unrestricted	Restricted	Total	2023
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
Total receipts	112,880.69	8,817.40	121,698.09	111,714.31
Payments	Unrestricted	Restricted	Total	2023
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	-	-	-	-
Total expenditure	99,673.88	13,763.70	113,437.58	104,182.82
Surplus / (deficit) for year	13,206.81	(4,946.30)	8,260.51	7,531.49
Cash in bank & in hand - 01 Jan	30,798.24	27,072.03	57,870.27	50,338.78
Cash in bank & in hand - 31 Dec	44,005.05	22,125.73	66,130.78	57,870.27
Represented by:	Unrestricted	Restricted	Total	2023
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
	44,005.05	22,125.73	66,130.78	57,870.27

Further Analysis of Receipts and Payments

Receipts	Unrestricted	Restricted	Total	2023
Voluntary receipts	91,630.00	8,817.40	100,447.40	90,963.48
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
Church Activities	1,973.50	-	1,973.50	1,942.42
Fees for Occasional Offices	1,828.00		1,828.00	1,729.00
Coffee / tea	145.50		145.50	213.42
Activities for Generating Funds	12,649.16	-	12,649.16	9,103.91
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
Bank and Investment income	2,001.33	-	2,001.33	1,207.80
CBF Deposit Accounts	2,001.33		2,001.33	1,138.28
Barclays Loyalty Payments			-	69.52
Other income	4,626.70	-	4,626.70	8,496.70
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
Total income	112,880.69	8,817.40	121,698.09	111,714.31

Payments	Unrestricted	Restricted	Total	2023
Church Activities				
Diocese and Deanery	64,911.33	-	64,911.33	56,500.00
Diocesan Share	64,911.33		64,911.33	56,500.00
Church Administration	16,154.97	-	16,154.97	13,891.80
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
Church Running Costs	13,235.42	-	13,235.42	15,690.27
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
Worship, ministry and mission	2,021.21	13,763.70	15,784.91	14,615.53
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
Mission and charitable giving (6)	473.51	-	473.51	655.50
Mission Giving - UK	211.36		211.36	405.50
Mission Giving - non UK	262.15		262.15	250.00
Total 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
150 Club (7)	1,165.00		1,165.00	900.00
Cinema			-	-
Fundraising events	631.10		631.10	862.30
Governance costs	1,081.34	-	1,081.34	1,067.42
Bank charges	457.34		457.34	467.42
Independent examiner (see note 5)	624.00		624.00	600.00
Transfer between funds	-	-	-	-
Loss on disposal of investments	-	-	-	-
Total expenditure	99,673.88	13,763.70	113,437.58	104,182.82
Excess income / expenditure	13,206.81	(4,946.30)	8,260.51	7,531.49

Analysis of Funds

Restricted Funds (8)

Organ Fund

Starting balance	1,355.97	
Surplus (deficit)	-	
End balance		1,355.97

Flower Fund

Starting balance	3,351.01	
Surplus (deficit)	-	
End balance		3,351.01

Children Youth and Families

Starting balance	1,157.52	
Surplus (deficit)	341.37	
End balance		1,498.89

Watton Families Group

Starting balance	387.37	
Surplus (deficit)	1,019.51	
End balance		1,406.88

Families Matter Key Worker

Starting balance	13,845.56	
Surplus (deficit)	(6,895.50)	
End balance		6,950.06

Families in Need / Holiday Kitchen (10)

Starting balance	1,974.60	
Surplus (deficit)	-	
End balance		1,974.60

Choir

Starting balance	-	
Surplus (deficit)	88.32	
End balance		88.32

Outreach

Starting balance	5,000.00	
Surplus (deficit)	-	
End balance		5,000.00

Building Extension Fund

Starting balance	-	
Surplus (deficit)	500.00	
End balance		500.00

Total Restricted Funds (31 Dec)

22,125.73

Unrestricted Funds (11)

Cash in hand

Starting balance	176.58	
Surplus (deficit)	(56.58)	
End total		120.00

PCC General Fund (current account)

Starting balance	5,966.89	
Surplus (deficit)	11,317.83	
End total		17,284.72

Deposit Fund (CBF 1 'Working')

Starting balance	24,654.77	
Interest	1,945.56	
Transfers	-	
End total		26,600.33

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>
Total	4,476.70
- 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 2024
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 / 2024 .

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: 

Date: 21/3/2025

Name: ROBERT KENRICK

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

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