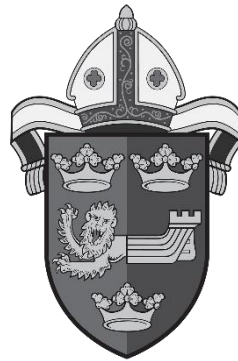


**2021**



**THE PAROCHIAL CHURCH COUNCIL  
OF THE ECCLESIASTICAL PARISH OF  
OLD FELIXSTOWE**

**CHARITY REGISTERED No. 1141751**

**TRUSTEES' ANNUAL REPORT  
&  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
31 DECEMBER 2021**

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL  
TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

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**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL  
TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**NAME:** The Parochial Church Council of the Ecclesiastical Parish of Old Felixstowe.

**OTHER NAMES:** Old Felixstowe, Saints Peter & Paul with Saint Andrew and Saint Nicholas and Parish of Old Felixstowe

**REGISTERED CHARITY NUMBER:** 1141751

**PARISH OFFICE:** Old Felixstowe Parish Office,  
Saint Andrew's Church,  
Saint Andrew's Road,  
Felixstowe,  
Suffolk.  
IP11 7EB

**BANKERS:** Barclays Bank PLC

**INDEPENDENT EXAMINER:** Mrs. H. Rumsey FCA  
Ensors Accountants LLP  
Ipswich

**TRUSTEES**

<b>Name</b>	<b>Office</b>	<b>Served From</b>	<b>To</b>
Rev. C. A. Hood	Chairman	All year	
Mrs. J.R. Jones	Churchwarden	All year	
	Acting Treasurer	All year	
Mr. S. C. Rogers	Churchwarden	All year	
Mr. A. J. Peats	Acting Treasurer	All year	
Mr. R. Copestake		All year	
Mr. R. A. Cornwell		All year	
Mrs. R.L. Cornwell		All year	
Mr. M.D.L. van den Ende		All year	
Mrs. G.K. Hadwen		All year	
Mr. Mike Dean		Jan 1 <sup>st</sup>	May 25 <sup>th</sup>
Mr. N.A. Shipley		All year	
Mrs. A. Smith		All year	
Mrs. Jean Macpherson		May 25 <sup>th</sup>	Dec 31 <sup>st</sup>
Rev. D. White		All year	
Rev E. Haggard		July 3 <sup>rd</sup>	Dec 31 <sup>st</sup>

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees present their report and the financial statements of the charity for the year ended 31 December 2021.

The financial statements have been prepared in accordance with the accounting policies set out on pages 17-19 and comply with the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

This charity is governed and constituted under the laws applicable to parochial church councils within the Church of England, the Parochial Church Council Powers Measure.

The Parish of Old Felixstowe elect members to its church council (PCC) at an Annual Parochial General Meeting, and members of the PCC automatically become trustees. Anyone living in the parish and those whose names are on the electoral roll of the parish are eligible to attend and vote at that meeting.

The parish exists to promote Christianity, principally in Old Felixstowe, according to the rites and formularies of the Church of England.

The parish is constituted to provide regular, public services, principally on Sundays, and the occasional offices of baptism, matrimony and funeral, and provides buildings that are open to the public for the comfort of religion. These buildings are available to local organizations for events that benefit the local community. The parish also donates to other charities that provide services founded in Christianity to members of the public in the United Kingdom, locally and otherwise, and overseas.

### **AIM AND PURPOSE**

The Parochial Church Council (PCC) of Old Felixstowe supported its Vicar, Rev. C.A. Hood, to provide the whole mission of the Church of England in northern and eastern Felixstowe. To help achieve this, it maintains and opens for public worship the church buildings of Saints Peter & Paul, in Church Road; its daughter church, St. Andrew, in St. Andrew's Road and (the unconsecrated) St. Nicholas at Felixstowe Ferry. The PCC also maintains the Church Hall in St. Andrew's Road, and has beneficial ownership of St. Andrew's House, 10, Fleetwood Road, adjacent to the church.

### **OBJECTIVES**

The PCC is committed to encouraging people to participate in worship at its three churches and thus become part of the church family. It caters for differing styles of worship and church fellowship within the parish by diverse services on Sundays and weekdays as well as the use of church buildings at other times by groups. The parish holds services for the whole parish alternating between Ss. Peter & Paul and St. Andrew and St. Nicholas during the summer months.

### **PUBLIC BENEFIT**

When planning its activities for the year, the PCC and Vicar have considered the Charity Commission's guidance on public benefit and in particular the specific guidance to charities for the advancement of religion.

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

In particular they have tried to enable ordinary people to live out their faith as part of this parish's community through:

- \* Worship and prayer; teaching the Gospel and developing the congregation's knowledge of and trust in Jesus;
- \* Pastoral care for those living in the parish;
- \* Support of work amongst young people of both the parish and within the town of Felixstowe;
- \* Support of outreach and missionary work

The Trustees consider that they are fulfilling the requirements to deliver a public benefit.

### **REVIEW OF THE YEAR**

The parish has continued to hold public services throughout 2021, some in the church buildings and some streamed through online systems in line with the restrictions imposed due to the COVID-19 pandemic.

When possible, church buildings have been open for private prayer and public worship, as well as for weddings, funerals and baptisms in line with Church of England guidelines.

For the first six months of the year there were two services weekly online, which have been accessible to a wider congregation than those in the parish, thus reaching many more people than the in-building church services. For the second half of the year there has been one weekly online service.

These have been alongside our "in building" services which have been based at St Andrews Church – which is the larger of the buildings and hence easier to maintain social distancing and the restraints imposed by the pandemic.

Some groups have continued on-line and social events have been held using video conferencing packages. From late spring onwards some groups restarted meeting in person abiding by covid restrictions. There was little opportunity for the church buildings to be used by the wider community, however St Peter and Paul Church has continued to be used on a weekly basis for a community Basic Popup Shop and Music in Felixstowe were able to use St Andrews church to record some recitals.

In the second half of the year the PCC formed working groups to help oversee and manage areas of church life – these report back to the PCC. The groups are Fabric, Outreach and Evangelism and Finance.

The church hall is used by a pre-school group throughout the year.

Monthly activity sessions were held for primary school children and these have been moved online.

Regular contact has been maintained with primary schools in the parish providing on-line assemblies and lessons.

In July the parish welcomed Revd. Emma Haggard who is serving her curacy here.

St Andrews House continues to be let out, managed by a local letting agent.

There was an overall surplus of £54,824 for the year compared to £140,510 for the previous year. Legacies received from the Estate of a deceased trustee amounted to £75,000 for the year ended 31 December 2021 and £125,000 for the previous year.

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**TRUSTEES**

The Trustees of the charity are detailed on page 3 of this report.

**TRUSTEES' RESPONSIBILITIES**

The Trustees responsibilities are detailed on page 8.

**APPOINTMENT OF TRUSTEES**

When a vacancy occurs for a trustee, the remaining trustees seek to appoint an individual with skills and experience, which they feel, will be of benefit to the charity.

On appointment, new trustees are given copies of the latest Annual Report and Accounts. There is no formal induction and training programme, but individual trustees attend seminars to update themselves when they feel it necessary.

**MANAGING RISK**

The Trustees have considered the major risks to which the church is exposed, and systems have been established to mitigate those risks. The implementation of these procedures minimises those risks. These procedures are regularly reviewed to ensure that they still meet the needs of the charity. In particular, to minimise any financial risks the trustees would seek reputable banks and other investment institutions into which they could place funds. The performance of their investment would then be reviewed.

**RESERVES & INVESTMENT POLICY**

The parish holds reserves in the form of Restricted, Endowment and Unrestricted funds. At 31 December 2021 the funds amounted to £110,049, £49,555 and £539,230 respectively.

A Reserves and Investment Policy has been developed to manage the financial assets of the parish. During the annual Financial Review a balanced budget will be set for the upcoming year, whereby any shortfall in predicted income vs predicted expenditure will be met by an allocation from carried-forward surplus assets. In addition, a Reserve will be allocated as contingency against unexpected higher costs as the budget is executed through the year. A formula for determining the Reserve is defined in the Policy.

The Reserve will be held in a separate readily accessible financial account from that used for the parish's day-to-day running. The balance of the surplus financial assets will be maintained as a mix of mid- and long-term investments, with the goal of producing capital growth and income, commensurate with minimising risk of capital loss.

**EMPLOYMENT MATTERS**

The trustees are responsible for the appointment of employees and other related staff matters, including determining salaries. A workplace pension scheme has not yet been set up but is currently being considered.

**IMPACT OF COVID 19 PANDEMIC**

The PCC has considered the effect of the ongoing covid pandemic on the church finances.

PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL  
TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

In 2021 there were regular church services, however the numbers attending were not at pre pandemic levels and many in the congregation continue to worship via the weekly online service. The level of regular financial giving has been maintained as the majority of the giving comes via standing orders.

In 2021 the number of weddings and funerals increased as has the community use of the building with a subsequent increase in income from those sources.

There are more than 6 months running costs in the reserves at present and the PCC will keep the situation under review.

Approved and signed by order of the Trustees.



.....  
C.A. HOOD - VICAR



.....  
A J PEATS - ACTING TREASURER

Date: *7th April 2022*

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**STATEMENT OF MEMBERS' RESPONSIBILITIES**

Law applicable to Parochial Church Councils in England requires the members to prepare financial statements for each financial year which give a true and fair view of the Council's financial activities during the year and of its position at the end of the year.

In preparing financial statements giving a true and fair view, the members should follow best practice and:

- select suitable accounting policies, and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Council will continue in operation.

The members are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the Council, and which enable them to ascertain the financial position of the Council and which enable them to ensure the financial statements comply with applicable regulations. The members are also responsible for safeguarding the assets of the Council and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.

**STATEMENT REGARDING MEMBERS' BENEFITS**

With the exception of those mentioned below no member of the Council nor any person connected to them benefited from any contract or work awarded or payment made by the Council during either year.

The Vicar and two other members of the clergy (all trustees) received re-imbursement of £730 for out-of-pocket expenses incurred in their duties during 2021 (2020: £579).

In 2020 reimbursement of £475 was made to a trustee for legal fees paid on behalf the Church. No expenses were reimbursed in 2021.

**STATEMENT REGARDING TRUSTEES' CONTRIBUTIONS**

During 2021 the trustees donated £15,785 to the Parish of Old Felixstowe for the furtherance of its objectives. All of this sum was unrestricted in character. In 2020 the comparative values of gifts were £13,880 (unrestricted).

**STATEMENT REGARDING EMPLOYEE'S REMUNERATION**

The PCC employed one person (not a Trustee) who earned a gross salary of £10,678. The Employment Allowance has been claimed and no employer's National Insurance Contributions were paid. (2020: £10,714 and no employer's NIC.)

No contributions for the benefit of the employee have been made to a workplace pension scheme during the year (2020: £nil).

No holiday pay accrual is required as all entitlement was utilised by 31 December 2021 (2020: Nil).

**STATEMENT REGARDING EX GRATIA AND HONORARIA PAYMENTS** Ex Gratia payments totalling £1,500 (2020: £1,040) were made to the Verger and Organist (non- PCC members) for their duties at Church Services. Honoraria were also paid for garden maintenance totalling £280 in 2020. Nothing has been paid in 2021.



**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL  
TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE  
PAROCHIAL CHURCH COUNCIL OF OLD FELIXSTOWE  
SAINTS PETER & PAUL, SAINT ANDREW and SAINT NICHOLAS**

I report to the Trustees on my examination of the accounts of the Parochial Church Council of the Parish of Old Felixstowe (the charity) for the year ended 31 December 2021.

**RESPONSIBILITIES AND BASIS OF REPORT**

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

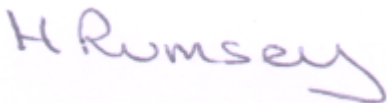
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

**INDEPENDENT EXAMINER'S STATEMENT**

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of an independent examination.

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



Date:11 April 2022

Mrs. H. Rumsey FCA  
Ensors Accountants LLP  
Connexions  
159 Princes Street  
IPSWICH  
IP1 1QJ

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**Statement of Financial Activities**

	Unrestricted funds	Restricted funds	Endowment funds	Total £	Prior year £
<b>Income and endowments from:</b>					
Donations and legacies	164,101	—	—	164,101	227,009
Charitable activities	8,114	—	—	8,114	8,239
Other trading activities	5,968	—	—	5,968	7,060
Investments	9,923	—	1,096	11,019	10,050
<b>Total income – Page 14</b>	<b>188,106</b>	<b>—</b>	<b>1,096</b>	<b>189,202</b>	<b>252,358</b>
<b>Expenditure on:</b>					
Charitable activities	128,402	4,350	—	132,752	111,848
Other expenditure	1,626	—	—	1,626	—
<b>Total expenditure – Page 15 &amp; 16</b>	<b>130,028</b>	<b>4,350</b>	<b>—</b>	<b>134,378</b>	<b>111,848</b>
<b>Net income/(expenditure)</b>	<b>58,078</b>	<b>(4,350)</b>	<b>1,096</b>	<b>54,824</b>	<b>140,510</b>
<b>Transfers</b>					
Gross transfers between funds - in	15,750	—	—	15,750	115,983
Gross transfers between funds - out	(15,750)	—	—	(15,750)	(115,983)
<b>Other recognised gains/(losses)</b>					
Gains/(losses) on investment assets	—	—	5,418	5,418	3,439
<b>Net movement in funds</b>	<b>58,078</b>	<b>(4,350)</b>	<b>6,514</b>	<b>60,242</b>	<b>143,949</b>
<b>Total funds brought forward</b>	<b>481,152</b>	<b>114,399</b>	<b>43,041</b>	<b>638,592</b>	<b>494,643</b>
<b>Total funds carried forward</b>	<b>539,230</b>	<b>110,049</b>	<b>49,555</b>	<b>698,834</b>	<b>638,592</b>

PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL  
TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

**Balance Sheet**

Notes	Total £	Prior year £
<b>Fixed assets</b>		
1 Tangible assets	320,000	320,000
2 Investments	49,555	43,041
	<b>369,555</b>	<b>363,041</b>
<b>Current assets</b>		
3 Debtors	6,684	14,290
Cash at bank and in hand	328,019	264,153
	<b>334,703</b>	<b>278,443</b>
<b>Liabilities</b>		
4 Creditors: Amounts falling due in one year	5,424	2,892
	<b>5,424</b>	<b>2,892</b>
<b>Net current assets less current liabilities</b>	<b>329,279</b>	<b>275,551</b>
<b>Total assets less current liabilities - Page 12</b>	<b>698,834</b>	<b>638,592</b>
<b>Represented by</b>		
5 <b>Unrestricted</b>		
General fund	192,726	131,090
<b>Designated</b>		
Benefice Fabric & Infrastructure Fund	22,309	22,500
St Andrews Hall Fund	19,654	20,121
St Andrews House Fund	304,417	307,441
St Peter & Paul Streaming Fund	124	—
<b>Restricted</b>		
Organ Fund	2,237	2,717
St Andrews Church Fabric & Infrastructure Fund	86,267	89,937
St P & P Fabric & Infrastructure Fund	21,545	21,745
<b>Endowment</b>		
St Peter & Paul Graveyard Fund	49,555	43,041
<b>Funds of the church - Page 13</b>	<b>698,834</b>	<b>638,592</b>

  
.....  
C A HOOD -VICAR

  
.....  
A J PEATS – ACTING TREASURER

Date: *7th April 2022*

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**Statement of Assets and Liabilities**

	General	Designated	Restricted	Endowment	This year £	Last year £
<b>Fixed assets - Investments</b>						
Oliver Endowment Capital Fund -	—	—	—	30,194	30,194	24,776
Churchman Endowment Capital Fund -	—	—	—	1,000	1,000	1,000
Oliver Endowment Income Fund -	—	—	—	13,509	13,509	12,416
Churchman Endowment Income Fund -	—	—	—	4,852	4,852	4,849
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>49,555</b>	<b>49,555</b>	<b>43,041</b>
<b>Fixed assets - Tangible assets</b>						
St Andrews House -	—	300,000	—	—	300,000	300,000
St Andrews Hall -	—	20,000	—	—	20,000	20,000
<b>Totals</b>	<b>—</b>	<b>320,000</b>	<b>—</b>	<b>—</b>	<b>320,000</b>	<b>320,000</b>
<b>Current assets - Cash at bank and in hand</b>						
Barclays Current Account -	7,392	9,658	12,006	—	29,056	34,013
Barclays Savings Account -	184,225	16,695	98,043	—	298,963	230,140
<b>Totals</b>	<b>191,617</b>	<b>26,353</b>	<b>110,049</b>	<b>—</b>	<b>328,019</b>	<b>264,153</b>
<b>Current assets - Debtors</b>						
Accounts Receivable -	5,239	1,445	—	—	6,684	14,290
<b>Totals</b>	<b>5,239</b>	<b>1,445</b>	<b>—</b>	<b>—</b>	<b>6,684</b>	<b>14,290</b>
<b>Liabilities - Creditors: Amounts falling due in one year</b>						
Accounts Payable -	4,130	1,294	—	—	5,424	2,892
<b>Totals</b>	<b>4,130</b>	<b>1,294</b>	<b>—</b>	<b>—</b>	<b>5,424</b>	<b>2,892</b>
<b>Grand total</b>	<b>192,726</b>	<b>346,504</b>	<b>110,049</b>	<b>49,555</b>	<b>698,834</b>	<b>638,592</b>

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**Fund Movement**

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing £
<b>Benefice Fabric &amp; Infrastructure</b>						
Designated	22,500	—	191	—	—	22,309
	<b>22,500</b>	<b>—</b>	<b>191</b>	<b>—</b>	<b>—</b>	<b>22,309</b>
<b>Organ Fund</b>						
Restricted	2,717	—	480	—	—	2,237
	<b>2,717</b>	<b>—</b>	<b>480</b>	<b>—</b>	<b>—</b>	<b>2,237</b>
<b>St Peter &amp; Paul Graveyard Fund</b>						
Endowment	43,041	1,096	—	—	5,418	49,555
	<b>43,041</b>	<b>1,096</b>	<b>—</b>	<b>—</b>	<b>5,418</b>	<b>49,555</b>
<b>St Andrews Church Fabric &amp; Infrastructure</b>						
Restricted	89,937	—	3,670	—	—	86,267
	<b>89,937</b>	<b>—</b>	<b>3,670</b>	<b>—</b>	<b>—</b>	<b>86,267</b>
<b>St Andrews Hall Fund</b>						
Designated	20,121	4,707	9,174	4,000	—	19,654
	<b>20,121</b>	<b>4,707</b>	<b>9,174</b>	<b>4,000</b>	<b>—</b>	<b>19,654</b>
<b>St Andrews House Fund</b>						
Designated	307,441	9,900	2,924	(10,000)	—	304,417
	<b>307,441</b>	<b>9,900</b>	<b>2,924</b>	<b>(10,000)</b>	<b>—</b>	<b>304,417</b>
<b>St P &amp; P Fabric &amp; Infrastructure</b>						
Restricted	21,745	—	200	—	—	21,545
	<b>21,745</b>	<b>—</b>	<b>200</b>	<b>—</b>	<b>—</b>	<b>21,545</b>
<b>St Peter &amp; Paul Streaming</b>						
Designated	—	—	1,626	1,750	—	124
	<b>—</b>	<b>—</b>	<b>1,626</b>	<b>1,750</b>	<b>—</b>	<b>124</b>
<b>General fund</b>						
Unrestricted	131,090	173,499	116,113	4,250	—	192,726
	<b>131,090</b>	<b>173,499</b>	<b>116,113</b>	<b>4,250</b>	<b>—</b>	<b>192,726</b>
<b>Grand total</b>	<b>638,592</b>	<b>189,202</b>	<b>134,378</b>	<b>—</b>	<b>5,418</b>	<b>698,834</b>

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**Analysis of Income and Expenditure**

					<b>Total £</b>	
	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>This year</u>	<u>Last year</u>
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
Gift Aid Giving	51,363	—	—	—	51,363	51,016
Other Planned Giving	14,343	—	—	—	14,343	11,281
Weekly Offerings	9,435	—	—	—	9,435	6,892
Recurring Donations	—	—	—	—	—	175
Non Recurring Donations	1,206	—	—	—	1,206	8,783
Gift Aid Recovered	12,754	—	—	—	12,754	22,862
Legacies	75,000	—	—	—	75,000	125,000
Non Recurring Grants	—	—	—	—	—	1,000
Total	164,101	—	—	—	164,101	227,009
<b>Income from charitable activities</b>						
Pop up Shop	1,758	—	—	—	1,758	1,297
Weddings, Funerals & Memorial Fees	6,175	—	—	—	6,175	5,325
Other Income	181	—	—	—	181	1,617
Total	8,114	—	—	—	8,114	8,239
<b>Other trading activities</b>						
Fund Raising	600	—	—	—	600	40
St Andrews Hall Fees	610	4,707	—	—	5,317	7,020
Magazine & Bookstall Sales	51	—	—	—	51	—
Total	1,261	4,707	—	—	5,968	7,060
<b>Investments</b>						
Dividends & Interest	23	—	—	1,096	1,119	150
St Andrews House Rental Income	—	9,900	—	—	9,900	9,900
Total	23	9,900	—	1,096	11,019	10,050
<b>INCOME TOTAL</b>	173,499	14,607	—	1,096	189,202	252,358

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**EXPENDITURE**

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total £</u>	
					<u>This year</u>	<u>Last year</u>
<b>Expenditure on charitable activities</b>						
Church Overseas (note 7)	4,200	—	—	—	4,200	—
Christian Relief	220	—	—	—	220	—
Home Mission Giving (note 7)	2,800	—	—	—	2,800	—
Pop up Shop	—	—	—	—	—	240
Parish Share	73,385	—	—	—	73,385	74,893
Administrative Officer Costs	10,740	—	—	—	10,740	10,714
Organist Fees	980	—	—	—	980	600
Gardener Fees	—	—	—	—	—	280
Vergers Fees	520	—	—	—	520	440
Clergy Working Costs	839	—	—	—	839	579
Assistant Clergy Costs	—	—	—	—	—	13
Mission & Outreach Expenses	81	—	—	—	81	176
St Andrews Church Insurance	1,670	—	—	—	1,670	518
St P & P Church Insurance	1,760	—	—	—	1,760	516
St Nicholas Church Insurance	235	—	—	—	235	67
Upkeep of Services	2,195	—	480	—	2,675	665
Copier Related Costs	1,409	—	—	—	1,409	873
Other Administrative Cost	124	—	—	—	124	175
Cleaning & Minor Repairs	1,026	—	198	—	1,224	792
Upkeep of Church Grounds	615	—	200	—	815	977
Other Support Costs	3,727	190	—	—	3,917	803
St Andrews Church Utilities	5,797	—	—	—	5,797	2,826
St P & P Church Utilities	(318)	—	—	—	(318)	1,358
St Nicholas Church Utilities	(654)	—	—	—	(654)	423
Communication Costs	677	—	—	—	677	2,012
St Andrews Hall Utilities	—	3,713	—	—	3,713	2,879
St Andrews Hall Insurance	—	1,073	—	—	1,073	288
St Andrews Hall Cleaning & Minor Repairs	—	4,389	—	—	4,389	1,442
St Andrews House Insurance	—	669	—	—	669	600
St Andrews House Agent Fee	—	1,188	—	—	1,188	1,188
St Andrews House Maintenance	—	1,067	—	—	1,067	1,552
Fees payable to Churchyard	1,205	—	—	—	1,205	735
Masons						
Governance Costs	2,880	—	—	—	2,880	1,920
St Andrews Church Major Repairs	—	—	3,472	—	3,472	1,304
<b>Total</b>	<b>116,113</b>	<b>12,289</b>	<b>4,350</b>	<b>—</b>	<b>132,752</b>	<b>111,848</b>

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL  
TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**Other expenditure**

Costs of implementing streaming	—	1,626	—	—	1,626	—
Total	—	1,626	—	—	1,626	—
<b>EXPENDITURE TOTAL</b>	<b>116,113</b>	<b>13,915</b>	<b>4,350</b>	<b>—</b>	<b>134,378</b>	<b>111,848</b>



**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

## **NOTES TO THE FINANCIAL STATEMENTS**

### **ACCOUNTING POLICIES**

#### **BASIS OF PREPARATION OF ACCOUNTS**

The accounts have been prepared in accordance with the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The accounts have been prepared to give a 'true and fair' view and have departed from the Charities' (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following Accounting and Reporting by Charities Statement of Recommended Practice applicable to charities applying FRS 102 rather than the version referred to in the regulations which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency. Monetary amounts in these accounts are rounded to the nearest £. The accounts have been prepared on the going concern basis as the Council have a reasonable expectation that the Church has adequate resources to continue operating for the foreseeable future. The effects of the COVID-19 pandemic are at present not impacting seriously with our main sources of income being maintained.

The Parish of Old Felixstowe Parochial Church Council meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless stated in the relevant accounting policy notes.

#### **FUNDS**

Unrestricted funds are funds of the PCC that are not subject to restriction on their use and are able to be applied by the PCC for general purposes.

The PCC may designate unrestricted funds for a particular purpose as a matter of internal financial discipline. Restricted funds are annotated on their use.

Endowment funds are restricted funds, the interest from which is to be used for purposes specified by the funds' donors.

These accounts deal only with such transactions for which the PCC is responsible. The affairs of groups affiliated to the church and other gatherings within it are excluded.

#### **INCOMING RESOURCES**

Collections are taken to account when received. Income from covenanted giving and ancillary donations are taken to account only when received. Income tax recoverable under the Gift Aid scheme is recognised on a receivable basis.

Legacies income is recognised when the PCC has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
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Recurring and non recurring grants are taken to account only when credited to the PCC's bank.  
Income from charitable activities is recognised on a receivable basis.  
Fundraising and income generated from other trading activities are recognised when received.

**RESOURCES USED**

Donations and grants are taken to account on voting by the PCC or payment, whichever is the earlier.  
Other costs are accounted for when the PCC's liability for them occurs.

**FIXED ASSETS**

**Consecrated Land & Buildings**

These are excluded from the accounts.

No value is placed on movable church furnishings that require a faculty for disposal.

Expenditure on consecrated property and movable furnishings whether improvement or maintenance is written off in the year of expenditure.

**Other Land & Buildings**

St Andrew's House is stated at the market value provided by a professional valuer in February 2019. The value is reviewed on an annual basis by the Trustees and professionally revalued at intervals of no more than 5 years.

St Andrews Hall is stated at cost.

Expenditure on other land and buildings is written off as incurred and no depreciation is charged.

**Other Fittings, fixtures equipment**

This is written off on a linear basis over three years. Items less than £1,000 in value are written off when acquired.

**IMPAIRMENT OF FIXED ASSETS**

At each reporting date the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those have suffered any impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

**INVESTMENTS**

Investments are shown at market value. Differences in closing market value from the preceding year are taken to the Statement of Financial Activities as an unrealised movement.

Income arising from investments is accounted for on an accrual basis.

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**FINANCIAL INSTRUMENTS**

Other than the fixed asset investments, the charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are recognised in the Balance Sheet when the PCC becomes party to the contractual provision of the instrument.

**CURRENT ASSETS**

Sums owed to the PCC are shown as debtors less any amount which may not be collectable.  
Cash at bank and in hand includes cash and highly liquid investments.

**ACCOUNTING ESTIMATES AND AREAS OF JUDGEMENT**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The freehold property, 10, Fleetwood Road, is professionally revalued at intervals of no more than five years.

**PENSIONS**

The PCC has no contractual obligation to make payments to any pension scheme for its employees. Contributions will be charged to the Statement of Financial Activities as they become payable.

**LEASES**

Rentals payable under operating leases are charged against income as they become payable.

**EMPLOYMENT TERMINATION**

There is currently no provision for contractual payments on termination of employment in staff contracts. If a termination becomes necessary, it will be dealt with in accordance with circumstances and employment law in force at that time.

**TAXATION**

The activities are exempt from United Kingdom VAT and Income taxation.

**NOTE 1: FIXED ASSETS**

The PCC beneficially owns two non-consecrated freehold properties: St. Andrew's church hall and St. Andrew's House. There has been no depreciation in 2021.

St. Andrew's House was professionally valued on 19 February 2019 at £300,000 and is stated at this value in these accounts.

St Andrews Hall is stated at cost in these accounts. This was professionally valued at £190,000 on 5 November 2020.

The PCC also owns St. Nicholas's church, a non-consecrated property at Felixstowe Ferry. If services are not held there for a period of more than one year, interest in the property reverts to the original donor.

In the PCC's opinion the property has no market value to the PCC. These properties are unrestricted.

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**NOTE 1: (continued)**

	Equipment	St Andrew's House	St Andrew's Hall	Total £
<b>Cost/Valuation</b>				
Brought forward and Carried forward	3,089	300,000	40,000	343,089
<b>Depreciation</b>				
Brought forward and carried forward	3,089	—	20,000	23,089
<b>Written down value</b>				
At 31 December 2021	—	300,000	20,000	320,000
At 31 December 2020	—	300,000	20,000	320,000

**NOTE 2:**

**ENDOWMENTS**

The Diocese holds certain funds, the income from which is for the benefit of the parish.  
Cash from these funds is shown in Saints Peter & Paul Graves & Fabric Fund

	Original capital sum £
OLIVER For Maintenance of Oliver family graves and keeping legible their lettering and benefit of Ss Peter and Paul.	757
CHURCHMAN Interest held at the Diocese, available to the PCC For fabric and grave maintenance, particularly Churchman family graves. Trust deed held at Diocese, available to the PCC	1,000

**ENDOWMENT MOVEMENT**

	Value 2020 £	Value 2021 £	Movement £
OLIVER	37,192	43,073	6,511
CHURCHMAN	5,849	5,852	3
<b>TOTAL</b>	<b>43,041</b>	<b>49,555</b>	<b>6,514</b>

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL**  
**TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**NOTE 3: DEBTORS**

	<b>2020</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Other debtors	10,020	2,472
Prepayments	4,270	4,212
	<u>14,290</u>	<u>6,684</u>

It is probable that a further residual sum will be received from an Estate, from which a legacy has already been received. However, this cannot be recognised due to the degree of uncertainty and the inability to measure or quantify the amount due.

**NOTE 4: LIABILITIES FALLING WITHIN ONE YEAR**

	<b>2020</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Creditors	422	949
Accruals	2,470	4,475
	<u>2,892</u>	<u>5,424</u>

**NOTE 5: ANALYSIS OF NET ASSETS BY FUND for the year ended 31<sup>st</sup> December 2020**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Endowment</b>	<b>Total £</b>
Fixed assets	320,000	—	43,041	363,041
Current assets	163,622	114,821	—	278,443
Liabilities	2,470	422	—	2,892
Net current assets less current liabilities	161,152	114,399	—	275,551
Total assets less current liabilities	481,152	114,399	43,041	638,592
Total funds carried forward	<b>481,152</b>	<b>114,399</b>	<b>43,041</b>	<b>638,592</b>

**NOTE 6: OPERATING LEASE COMMITMENTS**

On 22 August 2019, the church entered into a 5-year operating lease agreement in respect of a photocopier. The amount outstanding at 31 December 2021 was as follows:

	<b>2020</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Within 1 year	880	880
More than 1 year	2,019	1,139
	<u>2,899</u>	<u>2,019</u>

**PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL  
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Payments recognised as expenditure amounted to £880 (2020: £880)

**NOTE 7: PAYMENTS TO INSTITUTIONS & INDIVIDUALS –**

The PCC made the following donations:

	<b>2020</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Overseas Mission Fellowship	—	1,400
TEAR fund	—	1,400
Church Pastoral Aid Society	—	1,400
BOOST Felixstowe	—	1,400
The Hope Trust	—	1,400
	<hr/>	<hr/>
	—	<b>7,000</b>
	<hr/> <hr/>	<hr/> <hr/>

**NOTE 8: POST BALANCE SHEET EVENTS**

The activities of the church continued to be affected by the Covid 19 lockdown. This is anticipated to ease during the first half of 2022.

The Streaming project started in 2021 is nearing the end of the planning stage and faculty procurement. It is anticipated that installation will commence mid-2022 and the projected cost is estimated at approximately £50,000.

We have applied to the Diocesan Board of Finance to withdraw £16,000 from the Oliver Endowment Income Fund. This will be used for the upkeep of the family graves and the St Peter & Paul Streaming Project.

PARISH of OLD FELIXSTOWE PAROCHIAL CHURCH COUNCIL  
TRUSTEES REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

**Fund Movement – Year ended 31 December 2020**

NOTE 9:	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing £
<b>Benefice Fabric &amp; Infrastructure (previously Fabric Fund)</b>						
Designated	16,206	7,115	821	—	—	22,500
	<b>16,206</b>	<b>7,115</b>	<b>821</b>	<b>—</b>	<b>—</b>	<b>22,500</b>
<b>Organ Fund</b>						
Restricted	—	—	300	3,017	—	2,717
	<b>—</b>	<b>—</b>	<b>300</b>	<b>3,017</b>	<b>—</b>	<b>2,717</b>
<b>St Peter &amp; Paul Graveyard Fund</b>						
Endowment	39,602	—	—	—	3,439	43,041
	<b>39,602</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,439</b>	<b>43,041</b>
<b>St Andrews Church Fabric &amp; Infrastructure (previously St Andrew's Building and Chancel Funds)</b>						
Restricted	5,679	150	1,584	85,692	—	89,937
	<b>5,679</b>	<b>150</b>	<b>1,584</b>	<b>85,692</b>	<b>—</b>	<b>89,937</b>
<b>St Andrews Hall Fund</b>						
Designated	20,190	7,020	4,609	(2,480)	—	20,121
	<b>20,190</b>	<b>7,020</b>	<b>4,609</b>	<b>(2,480)</b>	<b>—</b>	<b>20,121</b>
<b>St Andrews House Fund</b>						
Designated	300,299	9,900	3,340	582	—	307,441
	<b>300,299</b>	<b>9,900</b>	<b>3,340</b>	<b>582</b>	<b>—</b>	<b>307,441</b>
<b>St P &amp; P Fabric &amp; Infrastructure</b>						
Restricted	—	—	—	21,745	—	21,745
	<b>—</b>	<b>—</b>	<b>—</b>	<b>21,745</b>	<b>—</b>	<b>21,745</b>
<b>St Andrews Building Fund</b>						
Endowment	1,490	—	—	(1,490)	—	—
	<b>1,490</b>	<b>—</b>	<b>—</b>	<b>(1,490)</b>	<b>—</b>	<b>—</b>
<b>Legacies and Gifts</b>						
Restricted	27,624	—	—	(27,624)	—	—
	<b>27,624</b>	<b>—</b>	<b>—</b>	<b>(27,624)</b>	<b>—</b>	<b>—</b>
<b>General fund</b>						
Unrestricted & Designated	1,214	228,173	101,194	2,897	—	131,090
	<b>1,214</b>	<b>228,173</b>	<b>101,194</b>	<b>2,897</b>	<b>—</b>	<b>131,090</b>
<b>Grand total</b>	<b>494,643</b>	<b>252,358</b>	<b>111,848</b>	<b>—</b>	<b>3,439</b>	<b>638,592</b>