



**St.Mark's with St.Luke's**  
OULTON BROAD

**The Parochial Church Council  
of the ecclesiastical parish of  
St. Mark with St. Luke, Oulton Broad**

**Financial Statements for the year ended 31 December 2022**

**[REDACTED]** Team Rector

**[REDACTED]** Team Vicar

**[REDACTED]** }  
**[REDACTED]** } Churchwardens  
**[REDACTED]** }

**[REDACTED]** Treasurer

**Registered Charity No. 1131698**

## Independent Examiners Certificate

Report to the trustees/ members of:

St. MARK'S WITH St. LUKE'S P.C.C

On accounts for the year ended:

31/12/2022

Charity no (if any):

1131648

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/22.

### 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 those 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:

25.02.2023

Name:



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

N/A

Address:

[Redacted Address]

**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 Disclosure Box]

## NOTES TO THE FINANCIAL STATEMENTS FOR BOTH CHURCHES FOR THE YEAR ENDED 31 DECEMBER 2022

### **Accounting Policies**

The financial statements have been prepared in accordance with the Statement of Recommended Accounting Practice: Accounting and Reporting by Charities (SORP 2005), issued in March 2005, UK Accounting Standards and the Charities Act 2011. The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law.

### **Funds**

*Restricted funds* represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

*Unrestricted funds* are general funds that can be used for PCC ordinary purposes.

*Designated funds* are sums set aside out of General Funds for specific purposes. They can be transferred to unrestricted funds at any time.

### **Incoming Resources**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

### **Resources expended**

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

### **Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s10(2)(1) of the Charities Act 2011. Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the churches' inventories, which can be inspected (at any reasonable time). Equipment used within the church premises is depreciated on a straight-line basis over four years unless otherwise specified. Individual items of equipment with a purchase price of £1000 or less are deemed fully depreciated when the asset is acquired.

### **Reserves Policy**

The Parochial Church Council of St. Mark with St Luke needs to hold reserves to be able to meet its ongoing expenditure efficiently and to ensure there is sufficient resource available to cover liabilities obligations and contingencies in the event of loss of existing sources of income. The PCC believes that the necessary level of reserves is equivalent to approximately three months of average expenditure from the General Funds. This level will be maintained by close management of finances and forward planning by the use of appropriate budgets. Restricted and Designated Funds have their own objectives and the necessary levels are kept under close review by the PCC. This policy will be reviewed annually as part of the audit process.

# St Mark's PCC, Oulton Broad

## Statement of Financial Activities (SOFA) for the year ended 31 December 2022

Funds:		General (Unrestrict ed)	Organ fund (Restr)	Band fund (Restr)	Piano fund (Restr)	Choir fund (Restr)	Clergy Discr. Fund (Restr)	WSS fund (Restr)	Deanery Synod (Restr)	Project Fund (Designat ed)	Youth Ministry Fund (Desig)	Additional Ministry Fund (Desig)	Uniform Bank (Restr)	Total 2022	Total 2021
£															
Incoming resources															
Voluntary income		77666	0	0	9107	2358	58	0	0	0	1902	0	1193	92284	77395
Church activities		27297	0	140	0	0	0	79	0	0	0	0	0	27516	19723
Bank interest		20	0	0	1	4	1	1	1	19	25	5	0	77	21
Insurance claims		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total incoming resources		104983	0	140	9108	2362	59	80	1	19	1927	5	1193	119877	97139
Use of resources															
Church Ministry		72846	0	0	0	0	150	0	0	0	0	0	0	72996	74196
Church buildings/contents		22928	0	0	7300	0	0	0	0	1264	0	0	894	32386	20635
Administration		9417	0	0	0	0	0	0	0	0	0	0	0	9417	7492
Depreciation		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total resources used		105191	0	0	7300	0	150	0	0	1264	0	0	894	114799	102323
Net movement in funds		-208	0	140	1808	2362	-91	80	1	-1245	1927	5	299	5078	-5184
Reconciliation of funds															
Funds brought forward from 2021		13293	202	0	0	0	522	579	497	11318	13077	3047	0	42535	47719
Funds carried forward to 2023		13085	202	140	1808	2362	431	659	498	10073	15004	3052	299	47613	42535
												Totals	Totals		

# St Mark's PCC, Oulton Broad

## Balance sheet as at 31 December 2022

	Notes	2022	2021
		£	£
<b>Fixed Assets</b>		0	0
<b>Current Assets</b>			
Debtors		0	0
Current account		14186	9658
Uncredited payins		0	0
Deposit account		20800	20782
Charity account	(a)	14361	14302
Standing imprests	(b)	100	100
Cash in hand		48	48
<b>Total Assets</b>		<b>49495</b>	<b>44890</b>
<b>Current liabilities</b>			
Parish share paid following year		568	0
Qtr4 fees to Diocese paid following year		1314	2355
Unpresented cheques		0	0
<b>Assets less liabilities</b>		<b><u>47613</u></b>	<b><u>42535</u></b>
<b>Funds</b>			
General Fund (unrestricted)		13085	13293
Organ Fund (restricted)		202	202
Band Fund (restricted)		140	0
Piano Fund (restricted)		1808	0
Choir Fund (restricted)		2362	0
Clergy Discretionary Fund (restricted)		431	522
WSS Scholarship Fund (restricted)		659	579
Deanery Synod (restricted)		498	497
Project Fund (designated)		10073	11318
Youth Ministry Fund (designated)		15004	13077
Additional Ministry Fund (designated)		3052	3047
Uniform Bank (restricted)		299	0
<b>Total funds</b>		<b><u>47613</u></b>	<b><u>42535</u></b>

### Notes:

- (a) In 2022 our account with Virgin Money Plc was closed and the balance transferred to Charity Bank Ltd, attracting a preferential rate of interest.
- (b) Held by church members for purchase of groceries and church centre consumables, one imprest was repaid in 2021.

# St Mark's PCC, Oulton Broad

## Income and Expenditure account for the year ended 31 December 2022

Incoming resources			Resources expended		
General Fund (Unrestricted)					
	2022	2021		2022	2021
<b>Voluntary income</b>	£		<b>Church ministry</b>	£	
Standing orders	46471	41622	Parish share	47380	51720
FWO envelopes	3441	3186	Parish share payable (c)	568	0
Plate collections	2841	5343	Clergy expenses	828	1423
Online giving	771	489	Fees paid	7958	6584
Donations	4466	4560	Fees payable(c)	1314	2355
Do.Young pers & FISH	125	543	Worship expenses	1786	2225
For charities(a)	6818	3052	Young persons inc FISH	540	54
Grants received(b)	0	3773	Paid to charities(d)	9430	7202
Gift Aid claimed	12733	11838	Organists	3042	2595
Subtot 2022	77666		Subtot 2022	72846	
<b>Church activities</b>			<b>Buildings and contents</b>		
Fees received	11814	11787	Church	2957	783
Hall rental	11903	6195	Church centre	3655	2843
Events	3041	1426	Insurance	1727	1660
Sales (c)	64	63	Utilities	7294	4391
Donations for refreshments	475	252	Cleaning/caretaking	7295	8077
Subtot 2022	27297		Subtot 2022	22928	
<b>Bank interest</b>	20	8	<b>Administration</b>		
<b>Insurance claims</b>	0	0	Staff	6326	5788
			Stationery	406	436
			Telephone	246	220
			Copying	1083	662
			Events	1270	304
			Refreshments	86	82
			Petty Cash	0	0
			Subtot 2022	9417	
			<b>Depreciation</b>	0	0
<b>Total</b>	<b>104983</b>	<b>94137</b>		<b>105191</b>	<b>99404</b>
<b>Movement in funds</b>	<b>-208</b>	<b>-5267</b>			

### Notes to St Mark's Income and Expenditure account for the year ended 31 December 2022

- Collected for specific charities.
- Grant in 2021 was from HMG for job support during furloughing of staff.
- Payments accrued in one year and made in the next.
- In 2022 included Casa Hogar Vida £2508; Foodbank £2948; Tearfund (Ukraine) £1801; Barnabas Aid £1226; and others.
- Fund approved by PCC in 2022. Piano deemed to be fully depreciated on acquisition.
- Fund approved by PCC in 2022 to receive monies transferred from separate account.
- In 2021 the PCC undertook safekeeping of funds of Deanery Synod to use under latter's direction.
- In 2022 expenditure was for use of a cherry picker to carry out work on the church roof.
- From East Suffolk Council.
- In 2022 expenditure was on storage items, racking, boxes etc.

Continued

# St Mark's PCC, Oulton Broad

Income and Expenditure account for the year ended 31 December 2022 - continued

Incoming resources		Resources expended		
	2022	2021	2022	2021
<b>Band fund (Restricted) (e)</b>				
Fees	140	NA	Expenditure	0 NA
Bank interest	0	NA		
Total	140	NA		
Movement in funds	140			
<b>Organ Restoration Fund (Restricted)</b>				
Donations inc gift aid	0	0	Expenditure	0 325
Bank interest	0	0		
Total	0	0		
Movement in funds	0	-325		
<b>Piano Fund (Restricted) (e)</b>				
Donations	6478	NA	Cost of Piano	7000 NA
Gift Aid	129	NA	Cost of moving	300 NA
Grant (i)	2500	NA	Total	7300 NA
Bank interest	1	NA		
Total	9108	NA		
Movement in funds	1808			
<b>Choir fund (Restricted) (f)</b>				
Balance transferred	2358	NA	Expenditure	0 0
Bank interest	4	NA		
Total	2362	NA		
Movement in funds	2362			
<b>Clergy Discretionary Fund (Restricted)</b>				
Donations inc gift aid	58	0	Grants made	150 38
Bank interest	1	0		
Total	59	0		
Movement in funds	-91	-38		
<b>W.S.Stewart Scholarship Fund (Restricted)</b>				
Donations inc. gift aid	79	25	Grants made	0 0
Bank interest	1	0		
Total	80	25		
Movement in funds	80	25		
<b>Deanery Synod (Restricted)(g)</b>				
Donation	0	497	Expenditure	0 0
Bank Interest	1	0		
Total	1	497		
Movement in funds	1	497		
<b>Project Fund (Designated)</b>				
Donations inc. gift aid	0	625	Expenditure (h)	1264 2556
Bank interest	19	6		
Total	19	631		
Movement in funds	-1245	-1925		
<b>Uniform Bank (Restricted) (e)</b>				
Grant (i)	1193	NA	Expenditure (j)	894 NA
Total	1193	NA		
Movement in funds	299	NA		
<b>Youth Ministry Fund (Designated)</b>				
Donations inc. gift aid	1902	1842	Expenditure	0 0
Bank interest	25	5		
Total	1927	1847		
Movement in funds	1927	1847		
<b>Additional Ministry Fund (Designated)</b>				
Grants and donations	0	0	Expenditure	0 0
Bank Interest	5	2		
Total	5	2		
Movement in funds	5	2		
<b>Total inc res this page</b>	<b>14894</b>	<b>3002</b>	<b>Total use of res this page</b>	<b>9608 2919</b>
<b>Total with general fund</b>	<b>119877</b>	<b>97139</b>	<b>Total with general fund</b>	<b>114799 102323</b>



# St Luke's Church, Oulton Broad

## Statement of Financial Activities (SOFA) for the year ended 31 December 2022

	Unrestricted £	Fabric Fund (Restricted) £	Whitton Pantry Fund (Restr)(a)	Total 2022	Total 2021
<b>Incoming resources</b>					
Voluntary income	16096	0	820	16916	13875
Church activities	7908	0	0	7908	6513
Bank interest	52	4	0	56	12
Insurance claims	0	0	0	0	0
Grants and Legacies (a)	0	0	2000	2000	0
<b>Total incoming resources</b>	<b>24056</b>	<b>4</b>	<b>2820</b>	<b>26880</b>	<b>20400</b>
<b>Use of resources</b>					
Church Ministry	16774	0	564	17338	15924
Buildings	9761	0	0	9761	7982
Cost of fund raising	0	0	0	0	0
Depreciation	0	0	0	0	0
<b>Total resources used</b>	<b>26535</b>	<b>0</b>	<b>564</b>	<b>27099</b>	<b>23906</b>
<b>Net movement in funds</b>	<b>-2479</b>	<b>4</b>	<b>2256</b>	<b>-219</b>	<b>-3506</b>
<b>Reconciliation of funds</b>					
Funds brought forward from 2021	26670	2036	0	28706	32212
Funds carried forward to 2023	24191	2040	2256	28487	28706

## Balance sheet as at 31 December 2022

Notes	2022	2021
	£	£
<b>Fixed Assets</b>		0
<b>Current Assets</b>		
Debtors	0	0
Current account	5663	6142
Uncredited cheques	0	0
Deposit account	9934	14923
Charity account (b)	12644	7601
Cash in hand	246	40
<b>Total Assets</b>	<b>28487</b>	<b>28706</b>
<b>Current liabilities</b>		
Creditors	0	0
Unpresented cheques	0	0
<b>Assets less liabilities</b>	<b>28487</b>	<b>28706</b>
<b>Funds</b>		
General fund (unrestricted)	24191	26670
Fabric Fund (restricted)	2040	2036
Whitton Pantry Fund (restricted)	2256	
<b>Total funds</b>	<b>28487</b>	<b>28706</b>

### Notes:

(a) Commenced by PCC decision October 2022.

(b) In late 2022 the PCC switched from Virgin Money plc to Charity Bank Ltd for a preferential rate of interest.

# St Luke's Church, Oulton Broad

## Income and Expenditure account for the year ended 31 December 2022

### Incoming resources

#### General Fund (Unrestricted)

	2022	2021
<u>Voluntary income</u> £		
Standing orders	7301	6359
FWO envelopes	2514	2531
Plate collections	2983	2438
Online giving	0	49
Donations	1179	764
For charities	77	139
Grants	0	0
Gift Aid claimed	2042	1595
Subtotal 2021	16096	

#### Church activities

Hall rental	6870	5904
Events	1038	609
Subtotal 2021	7908	

<u>Bank interest</u>	52	11
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<u>Insurance claims</u>	0	0
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Total	24056	20399
Movement in funds	-2479	-3507

#### St Luke's fabric fund (restricted)

Fund raising	0	0
Bank interest	4	1
Total	4	1
Movement in funds	4	1

#### Whitton Pantry Fund (restricted)

Subs and donations	820	0
Grants (a)	2000	0
Total	2820	0
Movement in funds	2256	0

Total incoming resources	26880	20400
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### Resources expended

	2022	2021
<u>Church Ministry</u> £		
Parish share	13142	13000
Clergy expenses	582	260
Fees outwards	0	0
Worship expenses	97	195
To charities (b)	714	539
Musicians	0	0
Young persons exps	78	0
Share of admin costs	2161	1930
Subtotal 2021	16774	

#### Buildings and contents

Buildings (c)	4396	3585
Insurance	578	545
Utilities	2338	1604
Cleaning and mowing	2115	2159
Sundries (d)	334	89
Subtotal 2021	9761	

<u>Depreciation</u>	0	0
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Total	26535	23906
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Expenditure from fabric fund	0	0
	0	0

Food purchases	564	0
	564	0

Total use of resources	27099	23906
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#### Notes:

(a) In 2022 from East Suffolk Council.

(b) In 2022 included Casa Hogar (£579); Suffolk Historic Churches (£220, some of which was paid direct); Foodbank (£172); In addition £349 was collected for Tearfund for Ukraine and paid via St Mark's.

(c) In 2022 included new chairs (£1818); Foyer flooring (payment 1: £587).

(d) Includes small running expenses, refreshments, food for events etc.