

Charity registration number 1132477

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH**

**HOLY TRINITY CHURCH**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Mr Philip Courtier Dr Thomas Gray Ms Barbara Drake Dr Antony Smith Mr Jason Wilson Mr Jonathan Mason Ms Rosamund O'Donnell Mr Paul Henery Ms NM Russell Ms M Jowitt Ms A Hillman Ms CF Verdon-Smith	(Appointed 1 January 2022) (Appointed 22 May 2022) (Appointed 22 May 2022) (Appointed 22 May 2022) (Appointed 22 May 2022)
<b>Charity number</b>	1132477	
<b>Principal address</b>	110A Trinity Street Norwich Norfolk England NR2 2BJ	
<b>Independent examiner</b>	Sotiris Christophi FCCA Aston Shaw Limited Chartered Certified Accountants The Union Building, 51-59 Rose Lane Norwich Norfolk England NR1 1BY	

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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
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**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
INDEPENDENT EXAMINER'S REPORT**

**TO THE TRUSTEES OF THE PAROCHIAL CHURCH COUNCIL OF THE  
ECCLESIASTICAL PARISH OF HEIGHAM, NORWICH**

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I report to the trustees on my examination of the financial statements of The Parochial Church Council of the Ecclesiastical Parish of Heigham, Norwich (the Charity) for the year ended 31 December 2022.

**Responsibilities and basis of report**

As the trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

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

**Independent examiner's statement**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ACCA , which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no 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 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.



**Sotos Christophi FCCA**

Aston Shaw Limited  
Chartered Certified Accountants  
The Union Building, 51-59 Rose Lane  
Norwich  
Norfolk  
NR1 1BY  
England

Dated: 02/05/2023

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HEIGHAM, NORWICH**  
**HOLY TRINITY CHURCH**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total Unrestricted funds 2022 £	Restricted funds 2021 £	Endowment funds 2021 £	Total 2021 £
<b>Income from:</b>								
Donations and legacies	2	309,228	240	-	309,468	2,995	-	352,963
Church activities	3	4,879	-	-	4,879	-	-	3,854
Income from investments	4	9,443	-	213	9,656	-	32	11,739
<b>Total income and endowments</b>		<b>323,550</b>	<b>240</b>	<b>213</b>	<b>324,003</b>	<b>2,995</b>	<b>32</b>	<b>368,556</b>
<b>Expenditure on:</b>								
Charitable activities	5	396,096	1,364	213	397,673	774	32	374,373
Investment property costs		4,474	-	-	4,474	-	-	3,548
Other	7	115	-	-	115	-	-	-
<b>Total resources expended</b>		<b>400,685</b>	<b>1,364</b>	<b>213</b>	<b>402,262</b>	<b>774</b>	<b>32</b>	<b>377,921</b>
Revaluation gain		29,500	-	-	29,500	-	-	53,000
<b>Net movement in funds</b>		<b>(47,635)</b>	<b>(1,124)</b>	<b>-</b>	<b>(48,759)</b>	<b>2,221</b>	<b>-</b>	<b>43,635</b>
<b>Net movement in funds</b>		<b>(47,635)</b>	<b>(1,124)</b>	<b>-</b>	<b>(48,759)</b>	<b>2,221</b>	<b>-</b>	<b>43,635</b>
Fund balances at 1 January 2022		758,756	3,053	31,991	793,800	832	31,991	750,165
<b>Fund balances at 31 December 2022</b>		<b>711,121</b>	<b>1,929</b>	<b>31,991</b>	<b>745,041</b>	<b>3,053</b>	<b>31,991</b>	<b>793,800</b>

The statement of financial activities includes all gains and losses recognised in the year.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HEIGHAM, NORWICH**  
**HOLY TRINITY CHURCH**  
**STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)**  
*FOR THE YEAR ENDED 31 DECEMBER 2022*

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All income and expenditure derive from continuing activities.

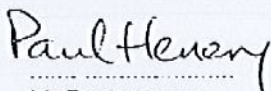
**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
BALANCE SHEET**

**AS AT 31 DECEMBER 2022**

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Tangible assets	11		21,373		24,885
Investment properties	12		512,500		483,000
CBF Church of England Deposit Account	13		42,818		42,818
			<u>576,691</u>		<u>550,703</u>
<b>Current assets</b>					
Debtors	14	12,696		12,000	
Cash at bank and in hand		174,519		239,410	
		<u>187,215</u>		<u>251,410</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(18,865)</u>		<u>(8,313)</u>	
Net current assets			168,350		243,097
<b>Total assets less current liabilities</b>			<u>745,041</u>		<u>793,800</u>
<b>Capital funds</b>					
Endowment funds - general			31,991		31,991
<b>Income funds</b>					
Restricted funds			1,929		3,053
Unrestricted funds			711,121		758,756
			<u>745,041</u>		<u>793,800</u>

The financial statements were approved by the Trustees on 20/03/23

  
Mr Philip Courtier  
Trustee

  
Mr Paul Henery  
Trustee

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

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**1 Accounting policies**

**Charity information**

The Parochial Church Council of the Ecclesiastical Parish of Heigham, Norwich is a unincorporated charity.

**1.1 Accounting convention**

The financial statements have been prepared in accordance with the Charity's constitution, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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)" (effective 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

**1.2 Going concern**

At the time of approving the financial statements, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

**1.3 Charitable funds**

Unrestricted funds are those funds that are held for spending at the PCC's discretion. These include any further funds, which the PCC has designated for particular purposes ("designated funds"). Unrestricted funds comprise:



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**1 Accounting policies**

**(Continued)**

General funds	Funds of the PCC that are not subject to any restrictions regarding their use and are available for application for the general purposes of the PCC.
Tangible fixed assets reserve	Funds set-aside by decision of the PCC to reflect monies tied-up in tangible fixed assets and hence not readily expendable without disposal of the relevant assets.
Investment property reserve	Funds set-aside by decision of the PCC to reflect monies tied-up in the investment property and hence not readily expendable without disposal of the investment property.
Training fund	Funds set-aside by decision of the PCC in 2018 to cover the costs over 3 years of training a Children's Worker. The money remaining in this fund after the two Youth and Children's Workers completed their training was de-designated by the PCC in 2022.
Fabric fund	Funds set-aside by decision of the PCC in 2018 to cover the costs of any one-off or occasional building or furnishing projects (designation clarified by PCC in 2019).
Jenny Lind project fund	Funds set-aside by decision of the PCC in 2018 to cover the costs of progressing our ministry in the North East of the parish (Jenny Lind and Vauxhall Street area), including the employment of staff who will support this ministry (designation clarified by PCC in 2019). In 2021 the PCC's strategy for progressing this ministry was developed: this is now integral to the church's overall parish outreach which is funded from the general funds and no clear plan had emerged from the strategy for how the Jenny Lind fund would be used within its existing designation. The PCC therefore approved the de-designation of the Jenny Lind fund and the remaining funds were transferred to the general funds in 2021. Ongoing ministry in the North East of the parish will be funded from general funds. The donor who had initially provided the funds was consulted and supported this decision.

Restricted funds are those that are subject to specific trusts. For the purposes of these accounts, the funds held under this heading are the "income funds" i.e. they must be spent on the specified purpose(s) within a reasonable period of time. 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. Restricted "income" funds comprise:

**Hardship Fund** Donations for the Hardship Fund were collected during 2020 for the support of individuals and families within our congregation or community who are in severe hardship.

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. Endowment funds comprise:

**Bransby Legacy** An endowment with interest earmarked for costs of youth work. The assets of the legacy are held on deposit within the CBF Church of England Deposit Fund.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

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**1 Accounting policies** **(Continued)**

**1.4 Income**

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Planned giving receivable under Gift Aid is recognised only when received. Income tax recoverable on Gift Aid donations is recognised when the income to which it relates is received.

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan parish share is accounted for when paid. Because it is not a legal liability, any parish share unpaid at 31 December is not provided in these financial statements except to the extent that the PCC has resolved to pay the shortfall. All other expenditure is generally recognised when it is incurred and is accounted for gross.

**1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold improvements	10% Straight Line
Other office equipment	25% Straight Line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

**1.7 Investment properties**

Investment properties for which fair value can be measured reliably without undue cost or effort are measured at fair value at each reporting date with changes in fair value recognised in 'net gains / (losses) on investments' in the SoFA.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

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**1 Accounting policies (Continued)**

**1.8 Impairment of fixed assets**

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an 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).

**1.9 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**1.10 Financial instruments**

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

***Derecognition of financial liabilities***

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

**1.11 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**1 Accounting policies**

(Continued)

**1.12 Retirement benefits**

The charity offers membership of a defined contribution pension scheme to its employees. Contributions payable are charged in the Statement of Financial Activities in the period to which they relate. The charity has no responsibility for the management of the pension scheme, which is provided by a third party.

**1.13 Volunteer Activities**

A large amount of activities run by the church are staffed by volunteers who give of their time and resources. This help is unquantifiable but without it the church could not continue to pursue its work.

**2 Donations and legacies**

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2022 £	2022 £	2022 £	2021 £	2021 £	2021 £
Giving - standing orders	231,701	-	231,701	254,103	-	254,103
Giving - Sunday collections	2,344	-	2,344	1,345	-	1,345
Giving - other planned	10,678	-	10,678	15,717	-	15,717
Giving - other	8,059	222	8,281	18,791	2,470	21,261
Income tax recoverable (Gift Aid)	50,891	18	50,909	56,125	525	56,650
Grants	5,555	-	5,555	225	-	225
Legacies received	-	-	-	3,662	-	3,662
	<u>309,228</u>	<u>240</u>	<u>309,468</u>	<u>349,968</u>	<u>2,995</u>	<u>352,963</u>

**3 Charitable activities**

	Charitable Income 2022 £	Charitable Income 2021 £
Wedding & funeral fees	1,160	885
Church & hall hire	2,230	1,050
Other receipts	1,489	1,919
	<u>4,879</u>	<u>3,854</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**4 Other trading activities**

	Unrestricted funds	Endowment funds general	Total	Unrestricted funds	Endowment funds general	Total
	2022	2022	2022	2021	2021	2021
	£	£	£	£	£	£
Rental income (26 Trinity Street)	9,200	-	9,200	11,670	-	11,670
Interest received	243	213	456	37	32	69
Other trading activities	9,443	213	9,656	11,707	32	11,739

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HEIGHAM, NORWICH**  
**HOLY TRINITY CHURCH**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

**5 Charitable activities**

	2022	Restricted Funds 2022	Endowment funds 2022	Total 2022	2021
	£	£	£	£	£
Staff costs	130,214	-	213	130,427	125,266
Depreciation and impairment	16,050	-	-	16,050	13,160
Mission - Local outreach	3,574	1,364	-	4,938	4,304
Pension costs	5,062	-	-	5,062	4,611
Maintenance of buildings and equipment	39,302	-	-	39,302	30,976
Events & hospitality	5,420	-	-	5,420	1,475
Books	5,025	-	-	5,025	7,551
Jenny Lind property rental	6,543	-	-	6,543	6,533
Diocesan parish share	90,000	-	-	90,000	90,000
Utilities (light, heat and water)	18,515	-	-	18,515	10,169
Young people's activities	995	-	-	995	1,494
Staff/clergy expenses	5,015	-	-	5,015	5,828
Training	4,329	-	-	4,329	9,742
Other expenditure	3,667	-	-	3,667	3,980
Music	1,535	-	-	1,535	1,463
Insurance	4,627	-	-	4,627	4,522
Office costs, advertising, IT and telephone	12,985	-	-	12,985	9,781
Accountancy assurance fees	1,716	-	-	1,716	1,560
Payroll and HR support	2,515	-	-	2,515	2,623
Other groups activities	2,135	-	-	2,135	2,263
	<u>359,224</u>	<u>1,364</u>	<u>213</u>	<u>360,801</u>	<u>337,301</u>
Rental property expenses	4,474	-	-	4,474	3,548
	<u>363,698</u>	<u>1,364</u>	<u>213</u>	<u>365,275</u>	<u>340,849</u>

**Analysis by fund**

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HEIGHAM, NORWICH**  
**HOLY TRINITY CHURCH**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

5 Charitable activities	(Continued)				
Unrestricted funds	363,698		-	363,698	340,043
Restricted funds	-	1,364	-	1,364	774
Endowment funds - general	-	-	213	213	32
	<u>363,698</u>	<u>1,364</u>	<u>-</u>	<u>365,275</u>	<u>340,849</u>
	<u><u>363,698</u></u>	<u><u>1,364</u></u>	<u><u>-</u></u>	<u><u>365,275</u></u>	<u><u>340,849</u></u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**6 Grants payable**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Mission grants - individual partners	25,272	24,272
Mission grants - agencies	11,600	12,800
	<u>36,872</u>	<u>37,072</u>

**7 Other**

	<b>Unrestricted funds</b>	<b>Total</b>
	<b>2022</b>	<b>2021</b>
		<b>£</b>
Net loss on disposal of tangible fixed assets	115	-
	<u>115</u>	<u>-</u>

**8 Diocesan Parish Share**

The parish share allocated to the PCC for 2022 was £90,000 (2021 £90,000). This reflects the overall cost of clergy within the Diocese and a method of allocation based upon two elements, the actual cost of ministry within a benefice (which for Holy Trinity equates to the parish) and a contribution to the cost of mission and ministry across the Diocese.

In 2022 the PCC paid its full £90,000 parish share (2021 paid £90,000 in full). The Diocese has agreed to request a parish share at the same level as that paid in 2022 (£90,000) for the year ending 31 December 2023.

**9 Employees**

The average monthly number of employees during the year was:

	<b>2022</b>	<b>2021</b>
	<b>Number</b>	<b>Number</b>
Church activities	5	5
Management and administration	2	4
	<u>7</u>	<u>9</u>
<b>Total</b>	<u><u>7</u></u>	<u><u>9</u></u>



**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

9 Employees	(Continued)	
Employment costs	2022 £	2021 £
Wages and salaries	130,227	125,266
Other pension costs	5,062	4,611
	<u>135,289</u>	<u>129,877</u>

During the year the PCC employed the following staff: two ministry assistants (one appointed August), two youth and children's workers, a caretaker (left April), a part-time cleaner (appointed September), a church administrator (appointed February), a part-time administrator, a part-time organist and a part-time parish mission enabler.

**PCC Members and Related Parties**

There was no remuneration or other benefits paid to PCC members in their capacity as members for the year ended 31st December 2022 nor for the year ended 31st December 2021.

During the year the following disclosable transactions occurred in respect of PCC members, persons closely connected to them or other related parties:

- A salary was paid to two PCC members or related parties during the year to 31st December 2022:
  - Mr D Appleton (PCC treasurer), administrator: £8,221 (2021 £7,860)
  - Miss A Hillman (PCC member from May 2022), ministry assistant: £20,372 (2021 N/A)
  - Mrs C James (wife of PCC chair), parish mission enabler: £9,514 (2021 £2,902)
- In connection with the activities of the Church, PCC members were reimbursed incidental expenses incurred in the course of the year.

There were no employees whose annual remuneration was more than £60,000.

**10 Independent Examiner's Remuneration**

The independent examiner's remuneration amounts to an independent examination fee of £1,716 (2021 - £1,560) and payroll services of £996 (2021 - £1,062), the latter of which are included within 'Payroll and HR Support'.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**11 Tangible fixed assets**

	Freehold improvements £	Other office equipment £	Total £
<b>Cost</b>			
At 1 January 2022	61,125	84,591	145,716
Additions	-	12,652	12,652
Disposals	-	(466)	(466)
At 31 December 2022	<u>61,125</u>	<u>96,777</u>	<u>157,902</u>
<b>Depreciation and impairment</b>			
At 1 January 2022	57,147	63,684	120,831
Depreciation charged in the year	1,987	14,063	16,050
Eliminated in respect of disposals	-	(352)	(352)
At 31 December 2022	<u>59,134</u>	<u>77,395</u>	<u>136,529</u>
<b>Carrying amount</b>			
At 31 December 2022	<u>1,991</u>	<u>19,382</u>	<u>21,373</u>
At 31 December 2021	<u>3,978</u>	<u>20,907</u>	<u>24,885</u>

**12 Investment property**

	2022 £
<b>Fair value</b>	
At 1 January 2022	483,000
Net gains or losses through fair value adjustments	29,500
At 31 December 2022	<u>512,500</u>

In December 2022, the investment property, being the house at 26 Trinity Street, was formally valued by a local agency to be approximately £500,000 - £525,000. With this in mind, members of the PCC approved a valuation for this property of £512,500 as at December 2022. The net book value of the investment property is attributable to the investment fund.

	2022 £	2021 £
Freehold Property	512,500	483,000
	<u>512,500</u>	<u>483,000</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

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**13 CBF Church of England Deposit Fund**

£

At 1 January 2022 and at 31 December 2022 42,818

42,818

Funds held on deposit include amounts attributable to the Bransby Legacy.

**14 Debtors**

	2022	2021
	£	£
<b>Amounts falling due within one year:</b>		
Income tax recoverable on Gift Aid donations	5,721	4,512
Other debtors	205	1,928
Prepayments and accrued income	6,770	5,560
	<u>12,696</u>	<u>12,000</u>

**15 Creditors: amounts falling due within one year**

	2022	2021
	£	£
Other creditors	<u>18,865</u>	<u>8,313</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF HEIGHAM, NORWICH**  
**HOLY TRINITY CHURCH**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**

16 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total 2021 £
Fund balances at 31 December 2022 are represented by:								
Tangible assets	21,373	-	-	21,373	24,885	-	-	24,885
Investment properties	512,500	-	-	512,500	483,000	-	-	483,000
CBF Church of England Deposit Fund	10,827	-	31,991	42,818	10,827	-	31,991	42,818
Current assets/(liabilities)	166,421	1,929	-	168,350	240,043	3,054	-	243,097
	<u>711,121</u>	<u>1,929</u>	<u>31,991</u>	<u>745,041</u>	<u>758,755</u>	<u>3,054</u>	<u>31,991</u>	<u>793,800</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
HOLY TRINITY CHURCH  
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**17 Movement in unrestricted funds**

Tangible fixed assets reserve/general funds and Fabric Fund - transfer to match the net value tied up in tangible fixed assets	2,986
Fabric Fund (Chairs and screen)	(6,384)
Training Fund (de-designation approved by PCC)	(2,833)
General funds	6,231
<b>Net Total</b>	<b>0</b>

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**Given to Mission and Social Action  
for the Parochial Church Council of Holy Trinity Church  
for the year ended 31 December 2022**

	<b>Total 2022</b>	<b>Total 2021</b>
	£	£
<b>Individuals:</b>		
SIM - Penny Bakewell	4,349	4,182
WBT - Tony and Carol Smith	-	3,049
WEC - Colin Bearup	8,673	8,339
Stewardship - Rachel Spencer	5,475	4,111
UCCF - Rosie O'Donnell	4,195	2,591
MAF - Nathanael Smith	2,080	2,000
UCCF - Charmyn Ng	500	-
	<b>25,272</b>	<b>24,272</b>
<b>National Agencies:</b>		
CPAS	1,100	1,100
Friends International	1,100	1,100
UCCF	600	600
Church of England Evangelical Council	-	1,000
Global Leadership Network	-	200
	<b>2,800</b>	<b>4,000</b>
<b>Local Organisations:</b>		
English +	6,000	6,000
Magdalen Project	1,100	1,100
Norwich Youth for Christ	1,100	1,100
UEA Christian Union	600	600
	<b>8,800</b>	<b>8,800</b>
<b>Total</b>	<b>36,872</b>	<b>37,072</b>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH  
OF HEIGHAM, NORWICH  
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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
*FOR THE YEAR ENDED 31 DECEMBER 2022***

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