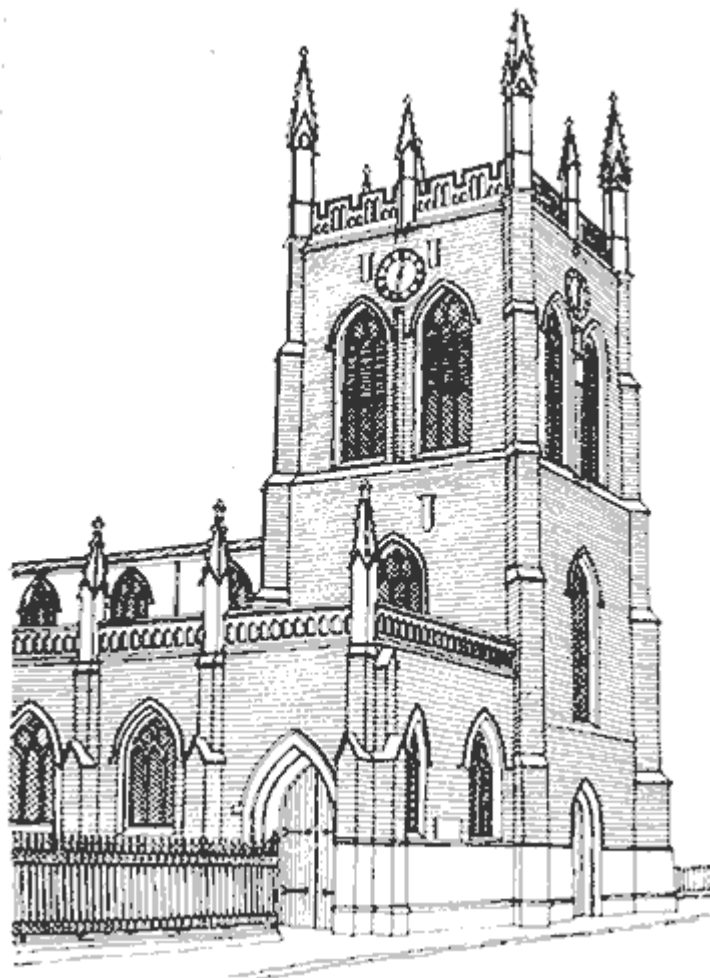


**Toxteth Park St Michael in the Hamlet
with
St Andrew**



**Trustees' Annual Report for the year ended
31st December 2020**

Aims and Purpose & Objectives and Activities

Summary of how the PCC is trying to fulfil the aims and purposes of the church.

Every Church Of England church has the same aim:

This must include an explanation of the main objectives for the year as set out in its mission document and /or focused on this year. How you are trying to fulfil the aims of the church for the benefit of everyone in the church and the community.

Report must include a summary of the main activities undertaken for the public benefit in relation to these objectives and how the strategies and activities of the programmes undertaken by the church achieved the objectives. This could include details of regular worship services, home groups, women's, men's and youth groups, outreach work, etc

Any numerical information provided in the report about the resources spent should be consistent with the accounts

The general functions of the PCC are stated within section 2 of the Parochial Church Councils (Powers) Measure 1956.

Toxteth Park St Michael in the Hamlet with St Andrew Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, in promoting in the ecclesiastical parish, the whole mission of the church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance of its Church Hall building.

When planning our objectives for the year, the PCC gave consideration to the Charity Commission's guidance on public benefit and in particular, the specific guidance to charities concerned with the advancement of religion, working in partnership as a united benefice, with the Parochial Church Council of Toxteth Park, Christ Church.

Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

The Trustees maintain a Grade 1 listed Georgian cast iron church building for public access and divine worship.

From this base, and a Victorian church hall, a wide range of activities and groups are provided for children and adults – including uniformed organisations, a Children's Church, and up until September of 2019, a community communion and lunch club, together with various social groups. There is also work in local schools and Nursing Homes.

With regard to the House of Bishops' guidance on safeguarding children and vulnerable adults (section 5 of the Safeguarding and Clergy Discipline Measure), the Trustees strive to comply with their duty to protect all those who fall under their care.

The Trustees have a particular concern for the poorest and most vulnerable members of the community which they serve, providing chaplaincy to homeless persons and Probation Service institutions and various hostels locally.

The ministry provided to people in bereavement or ill health, which includes home visits, also makes a valuable contribution to those in need.

The Trustees are keen to work in partnership with the whole community and other charitable bodies. They co-operate with local residents' associations to stage public events and celebrations. Practical and financial assistance is given to world mission charities.

Also you should choose to include a list of the charities that benefited from giving by the church as per the financial statement and the policy for deciding how the money is given away.eg we give away 10% of our budgeted income to local, national and international charities

N/A

Additional details of objectives and activities (Optional information)

N/A

You should chose to include further statements, where relevant, about:

- *Legacy policy-*
- *Contribution made by volunteers in time of hours or jobs undertaken.*

Explanation of any significant contribution by volunteers

N/A

Achievements and Performance

Summary of the main achievements and performance of the church during the year must be included. You can include types of services and attendance, special activities eg missions, review of charitable activities undertaken that explains the performance achieved against the objectives set, fundraising activities, investment performance, church position in wider community, and employee details.

How the church activities have helped people, celebrate success and what more can be done you may like to say what has not worked so well and what changes have been considered.

‘A Church for ALL the Family’

At St Michael in the Hamlet with St Andrew our strap line is **‘A Church for ALL the family’**. What do we mean by this?

Firstly, we are a ‘Church for ALL...’

Everyone is welcome at St Michael’s. People of all ages, social backgrounds, ethnicities, genders and sexualities.

No one is excluded from celebrating life at St Michael’s, because “...God so loved *the world* that He gave His only Son...” (John 3: 16). *The world is all of us.*

Secondly, we are a ‘Church for ALL the family...’

Being a “church family” is central to who we are in God.

We worship One God, who exists in community – The Holy Trinity, Father, Son and Spirit. One God, three persons.

We are called to follow God’s example by ‘belonging’ to one another. This is why we share ‘The Peace’ with one another each week in our Sunday services, and also why, when we celebrate *Holy Communion*, we do it together as one *body*.

Thirdly, we are a Church that aims to welcome families

At St Michael’s we are blessed to have among us three and four generational families, and we are delighted to welcome a growing

number of new families.

We believe that children are not simply the 'Church of **Tomorrow**' but 'The Church of **Today**'. We support and work closely with our local primary school, where Keith (our Vicar) and Dave (one of our Assistant Churchwardens) are both school governors.

As a Church we are committed to supporting families through a number of means, including our young people's activities – Children's Church, uniformed organisations and weekly toddlers group.

Our goal in 2020 (and beyond) was to continue to enhance our long-established ministry among local families and young people, working closely with local schools and community groups to outreach to our local community and to grow as a Church family in knowing God personally and more deeply (discipleship).

In Summer 2020 we were joined by Debbie Lovatt as an ordinand-in-training. Debbie will be with us for approximately 18 months and has been a much valued member of our Team during the year.

However, the challenges of the Covid pandemic and subsequent lockdowns required us to be more creative in how we continued to function as a Church family and be a source of support to our community during the most challenging of times.

Creation of a designated crèche area within the body of the Church continued to facilitate our family services up until the first lockdown during mid-March when the Church closed for face to face worship until August. Putting in place effective social distancing and infection control measures allowed us to open safely for bi-weekly services once again at that point.

Thanks to the wonders of technology we were able to continue to provide on-line services via "You Tube" during the whole year, live streaming our face to face services when they were running or conducting virtual services during our periods of closure. In this way we continued to reach our Church members and the wider community, particularly those most vulnerable members who may have been shielding or unwell.

Our "Open Saturdays", normally held weekly between March and October, where we welcome visitors to our beautiful 200 year old building from within and out of the area, only ran for 3 weeks before the first lockdown commenced and sadly remained on hold for the rest of the year. Due to social distancing concerns our annual summer and Christmas fayres were unable to go ahead, nor our annual Christmas "Big Sing" which usually attracts up to 300 attendees and is a much anticipated event in the community calendar.

During 2019 we had successfully completed work to restore the north aisle roof, greatly supported by Heritage England. Going forward we will continue to work with the Diocese to continue our ongoing restoration plans to improve the church building both as a

worshipping space and heritage centre.

Due to the pandemic the PCC met only once face to face as a group during the year, subsequently converting to on-line "Zoom" meetings to continue to discuss the day to day running of the church, our building projects and our future plans for Mission in the parish. The core management group continued to work closely to ensure our core functions continued.

Despite a tough financial climate and cessation of our ability to hire our Church hall facility our Church finances remain stable. Our Parish Share commitment which contributes towards the cost of ministry both in our own parish and other churches less fortunate than ourselves, continues to be our main expenditure. However the introduction of the Parish Giving Scheme in 2016 continues to gain participation and has aided our financial planning, particularly over 2020.

Despite Covid restrictions our average weekly attendance at face to face Sunday morning services remained steady at 45 adults and 35 children, with 25 regular worshippers at our mid-week service. Our worshipping community numbers 140 with 86 on the 2020 Electoral Roll. We have continued to see an increase in the number of families attending our Sunday services and at Christmas time saw just over 300 people attending services during the month of December.

We continue to work regularly with 150 children, chiefly through our uniformed organisations and Children's Church and give thanks for the faithful support of over 30 volunteers who give their time and energy to these groups. Due to Covid our face to face work and usual activities with our children's' groups has been much reduced.

Our wonderful organisation leaders have maintained contact with their members via digital platforms throughout this challenging year, providing on-line activities and much needed support, with our Children's Church contributing each week to our on-line Church services.

Further afield, the Church continues to regularly support the mission work of Father Moses Banungwiiri in Ghana together with support for Christian Aid, the Children's Society, the Micah Food Bank and our local men's' and women's' hostels.

The Reverend Keith Hitchman comments:

"We have much to be thankful for at St Michael's. Although our buildings have been closed for much of the year, our fellowship is very much alive. We have clearly loved and supported one another through this difficult year, as we have sought to support those our local community and those we live among.

Many thanks to...

Karen White and Val Jackson for their regular updates to our church WhatsApp group and for keeping us up to date with prayer

requests, and for ringing around and making sure everyone has been OK during the periods we have been in lockdown.

Rob Smith for a a sterling job in producing our weekly worship videos, as well as taking care of our buildings, and (together with Karen White) making our church Covid safe to worship in.

Sharon Luther and her family for looking after the church grounds and garden over the winter months.

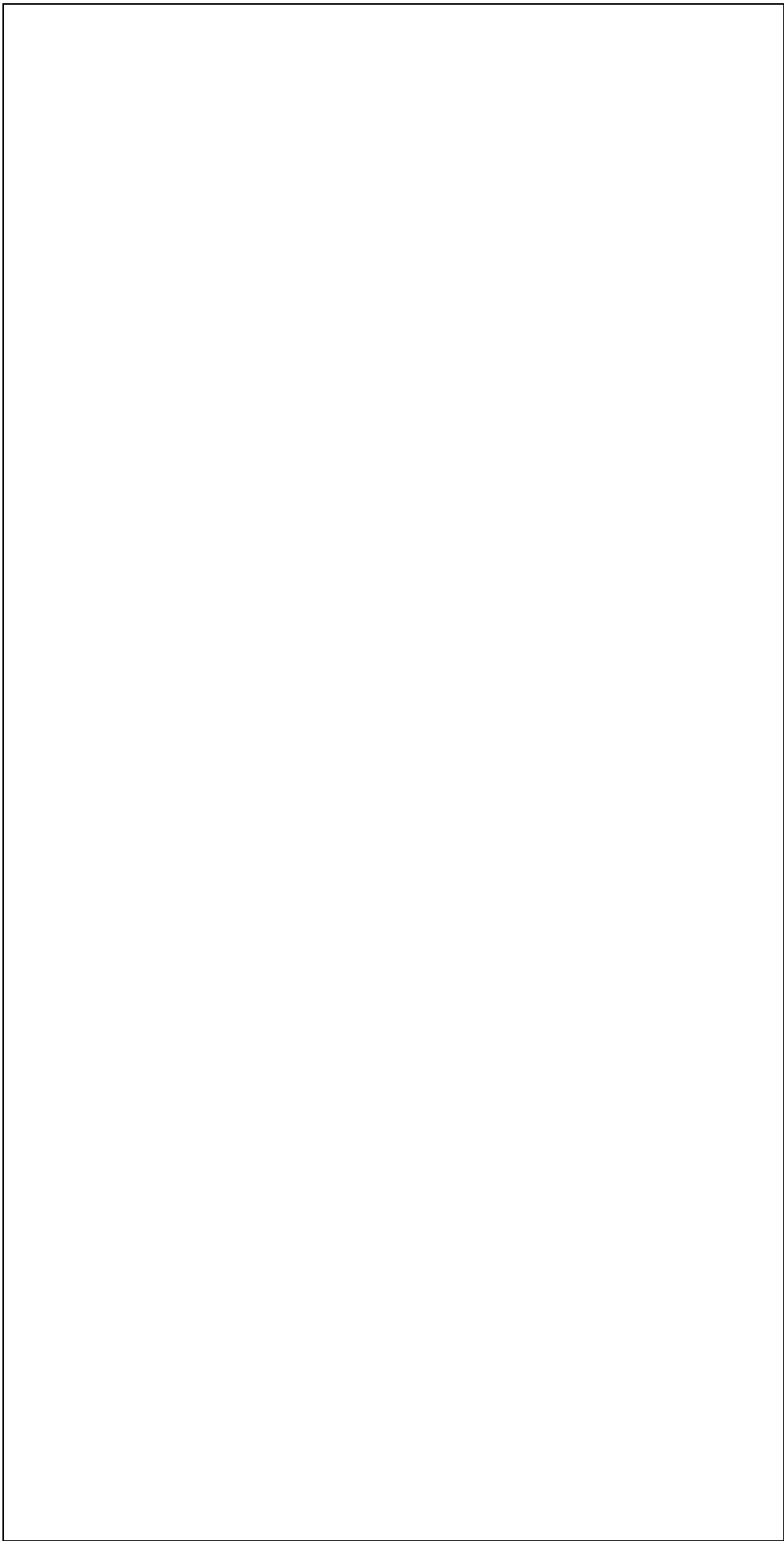
Carol Cragg for her continued wise management of our finances. Everyone who gives financially to St Michael's, and especially those who gave through the Parish Giving Scheme (PGS), without which we would not have been able to pay our bills this year.

Our Children's Church leaders and leaders of our uniformed organisations, and especially all those who contributed to the wonderful Children's Church video series.

Our Warden Team (Rob, Karen, Dave, and Brian), everyone who serves on the PCC and in any other way at St Michael's.

2020-21 has been a year of contrasts and contradictions. A year closure and opening out. Contraction and growth. Sadness and joy. As a church we have been tested and tried. Yet, we remerge into a new season renewed and reenergised for the task of 'building back', firmly established on the Chief Cornerstone, who is Christ Himself".

Revd Keith Hitchman, Vicar



Financial review

The financial review is to supplement the financial statements, must be included

See 2020 Financial Statement of Accounts

Brief statement of the charity's policy on reserves ie what level of reserves considered to be appropriate for a rainy day, if no reserves needed include the reason why

Details of any funds materially in deficit and details of any steps being taken to eliminate the deficit

N/A

Further financial review details

A brief explanation of how the money has come in and been spent, these can be linked into the church's achievements.

See 2020 Financial Statement of Accounts

You should choose to include additional information, where relevant about:

- *the PCC's principal sources of funds (including any fundraising);*
- *amount of funds restricted*
- *how expenditure has supported the key objectives of the PCC;*
- *investment policy and objectives including social, environmental or ethical investment policy adopted.*
- *Any risks and uncertainties about continuation of charity.*
- *Risk Management, PCC's need to be aware of the risks that they are exposed to in terms of the wider environment in which the charity operates. The financial climate, society and its attitudes, the natural*

environment and changes in the law, technology and knowledge etc that may affect the charity

Plans for the future (optional information)

You should explain the plans for the future (this will be the current year at the time the report is presented), including the key objectives and activities planned to support them

St Michael-in-the-Hamlet with St Andrew – Future Plans 2021

- **Discipleship**

Our primary focus over the next 12 months will be on Christian discipleship. Plans include:

- A more regular pattern of daily prayer at StMs and across the benefice
- Develop a prayer strategy (Debbie Lovatt)
- Making better use of the Jubilee Chapel as a prayer space
- Looking at the church as a possible venue for retreats
- Possible pilgrimage, open to both churches
- Discipleship courses, including a course on spiritual gifts
- Ongoing giving campaign
- Developing young people's discipleship

- **Social Justice**

We are in discussions with the Micah Trust regarding hosting a Food Bank at CC, to which members of StM's will be invited to be involved.

StM's have begun working towards an Eco-church award. Eco-church is currently the focus of our Children's Church teaching programme.

- **Congregational Planting**

We are considering planting a new congregation somewhere in the parishes. This is likely to meet on a Sunday afternoon. Discussions are taking place within the Deanery about help with resourcing this.

- **Building Restoration**

We are proposing to make another bid to the Heritage Lottery Fund. This could be a much larger bid than has been made before, covering extensive works both to the interior as well as the exterior of the church, making it better equipped for heritage visiting and wider community use.

Description of the charity's trusts

choose i) if gross annual income is under £100,000

or ii) if gross annual income £100,000 and over

The Parochial Church Council (PCC) operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.
The PCC is a corporate body established by the Church of England.
The PCC operates under the Parochial Church Council Powers Measure and is a charity registered with the Charity Commission.
PCC members are appointed in accordance with the Church of England Representation Rules 2006 and are elected at the Annual Parochial Church Meeting. All those who attend are encouraged to register on the Electoral Roll and stand for election to the PCC. Individual members of the PCC receive external training as and when deemed appropriate by the PCC

Day to Day management of the church was exercised by the standing committee, the only committee required by law. It has the power to transact PCC Business between PCC meetings and considers strategic issues which may affect the church.

Members of the Standing Committee are:-

Rev Keith Hitchman – Vicar

Mrs Karen White – Church Warden

Mr Robert Johnson – Church Warden

Mrs Carol Cragg – Treasurer

Mrs Anne Bush – PCC Secretary

You should choose to include additional information, where relevant, about:

- *policies and procedures adopted for the recruitment, induction and training of PCC members such as health and safety, disability discrimination and child protection; Training courses arranged by diocese*
- *the PCC organisational structure and details of any other committees – include details of decisions which are delegated*
- *relationship of PCC with any related trusts or charities*
- *Statement re consideration of major risks and the system and procedures to manage*

N/A

them. Can include Financial Risk, Health and Safety risk, Operational Risk, Safeguarding

- Arrangement for setting pay and remuneration and pensions and number of paid staff(not including clergy)

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Reference and Administration Information

Church name and location

Toxteth Park, St Michael in the Hamlet with St Andrew

The church is part of the Diocese of Liverpool within the Church of England

Registered charity number (required if gross income is £100,000 and above)

1129099

Church correspondence address

Vicarage, 1b St Michael's Church Road, Aigburth

Liverpool

Postcode L17 7BD

Telephone

Charity trustees on the PCC from start of financial year until approval of financial statements.

	Name	Office (if any)	Dates acted if not for whole year	Ex Officio members
1	Rev Keith Hitchman	Incumbent		
2	Mr John Pritchard	Reader		
3	Mrs Karen White	Warden		
4	Mr Robert Johnson	Warden		
5	Mr David Patmore	Deanery Synod Rep & Assistant Warden		
6	Miss Cath Park	Deanery Synod Rep		
7	Miss Carla Langhorn	Deanery Synod Rep		
	Name	Office (if any)	Dates acted if not for whole year	Elected Members
8	Mrs Carol Cragg	Treasurer		
9	Mr Brian Garner	Assistant Warden		
10	Mrs Anne Bush	PCC Secretary & Electoral Roll Officer		
11	Mr Edward Giddings			
12	Mr Robert Smith	Health & Safety Officer	From 18 th October 2020	

13	Mrs Valerie Jackson			Cathedral Rep & Safeguarding link from PCC to Safeguarding Officer
14	Miss Pam Fitzsimon			
15	Mrs Karen Grace			
16	Mr David McCall			Stewardship Secretary
17	Mrs Christina Barrett-Yuen			
18	Mr Alan Cartwright			
19	Mrs Emma Baines			
20	Mr Will Blanksby		From 18 th October 2020	Co-opted member
	In addition:			
	Mr John Waterworth			Safeguarding Officer

Names and addresses of advisers

Type of adviser	Name	Address
<i>Architect</i>	Mr Alex Finlason	Finlason Partnership Ltd, Beech House, 1 Cambridge Road, Hale, Cheshire WA15 9SY
<i>Independent Examiner</i>	Ms Denise Roberts	21 King's Close, Aigburth, Liverpool L17 9QS
<i>Other advisors</i>		
<i>Other advisors</i>		

Name and address of Bankers and Investments companies eg CCLA

Any exemptions from disclosure Y if Y detail below Any funds held as custodian trustee on behalf of others Y if Y detail below	Funds held as custodian trustee - Agent transactions-include LDBF clergy fees, special collections, fees for the service of bell ringers, organists, vergers or choir at weddings and for organists, vergers and gravediggers at funerals

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees (PCC) by clergy and laity (laity optional)

Signature(s)		
Full name(s)	Rev Keith Hitchman	Anne Bush
Position (eg Secretary, Chair, etc)	Chair	PCC Secretary
Date	18 th May 2021	



Return of Parish Finance January to December 2020

Church Number:618

Church Name: St Michael in the Hamlet with St Andrew

Were there any exceptional circumstances or significant changes during 2020 that unusual figures being reported here? Please provide brief details with this form.

INCOMING RESOURCES

UNRESTRICTED (nearest £) RESTRICTED (nearest £)

RESOURCES EXPENDED

Voluntary Giving			Raising Funds		
1	Tax efficient planned giving	£ 26,127		17	Fund-raising activities (costs and payments)
2	Other planned giving	£ 2,598		Charitable Activities	
3	Collections at services	£ 3,488		18	Mission giving and donations
4	All other giving and voluntary receipts, including Special Appeals (recurring and one-off)	£ 7,969	£ 2,760	19	Diocesan parish share contribution
6	Gift Aid recovered	£ 6,449		20	Salaries, wages and honararia
6a	Gift Aid Small Donations Scheme repayment	£ 1,945		21	Clergy and staff expenses
7	Legacies received (capital value)			22	Mission and evangelism costs
8	Grants (include recurring and one-off)	£ 500	£ 22,770	23	a. Church running expenses (inc. Governance)
A	SUB-TOTAL Voluntary Giving:	£ 49,076	£ 25,530		b. Church building maintenance costs
Other Trading Activities					c. Church building insurance (inc. contents)
9	Income from fundraising activities (gross proceeds)			24	Church utility bills
Investments				25	Cost of trading
10	Dividends, interest, income from property etc.	£ 187		D	SUB-TOTAL for Church Activities & Raising Funds:
Charitable Activities				Major expenditure	
11	Statutory fees retained by the PCC (weddings, funerals, etc.)	£ 712		27	Major repairs to the church building
12	Trading activities (gross proceeds) e.g. hall lettings, magazine, bookstall. NOT fundraising.	£ 1,201		28	Major repairs to church hall or other PCC property, including redecoration
Other				29	New building work to the church, church hall, clergy housing or other PCC property
13	Any other income/receipts not already listed	£ 2,596		E	SUB-TOTAL for Major expenditure:
TOTAL INCOMING RESOURCES (FROM FINANCIAL STATEMENTS)				99	Other payments/expenditure not already listed
B	Column Totals (Line A plus lines 9 to 13)	£ 53,772	£ 25,530	TOTAL RESOURCES EXPENDED (FROM FINANCIAL STATEMENTS)	
PLANNED GIVERS AND LEGACIES				F	Column Totals (Lines D and E plus 99)
14	Number of tax efficient planned givers (Gift Aid)	32		Cash and Investment Balances	
15	Number of other planned givers (non Gift Aid)	7		31	Cash and deposit balance as at 31st December
16	Number of new legacies received during year			32	Investments as at 31st December
C	Grand Total Receipts/Income	£ 79,302		33	Liabilities due within 1 year
G	Grand Total Payments/Expenditure	£ 76,631		Are your accounts R&P or Accruals (indicate ONE)	
				30	Receipts and payments [X]

Please refer to the notes available from our diocesan website to help clarify what is included in each section. Line numbers refer to RPF notes, consistent with the guidance provided in PCC Accountability,

Date

4/20/2021

Name

Carol Cragg

Position

PCC Treasurer

5th edn.

Tel or Email

c_cragg@sky.com

Deanery:Toxteth & Wavertree	
What led to	Diocese: Liverpool
UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
£ 46,061	
£ 1,984	£ 2,760
	£ 70
£ 2,944	
	£ 650
£ 3,179	
£ 3,088	
£ 6,001	
£ 63,257	£ 3,480
	£ 9,894
£ -	£ 9,894
STATEMENTS)	
£ 63,257	£ 13,374
UNRESTRICTED	RESTRICTED
£ 8,129	£ 22,202
	£ 17,151
)?	
OTH	

Note: this document can also be completed directly online.
Contact Central Services at St

James' House for details.

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99

D

E

F

Money that is given regularly under Gift Aid through a standing order, by envelope scheme, or by cheque. Figures should be net, i.e. receipts planned giving excluding any tax recovered. Also include money given through charity vouchers (gross amount) e.g. CAF or Sovereign Giving and money given through Payroll Giving (gross amount)

Money given regularly without Gift Aid through standing order, by envelope scheme, or by cheque.

Collections at Sunday, midweek, wedding, baptism and funeral services, and Sunday schools. Include one-off gifts given in collections at services through Gift Aid envelopes (net amount), but exclude money given through planned giving envelopes. Do NOT include collections that go directly to a charity and do not 'go through the PCC books' e.g. Christian Aid Week. Other collections for a specific charity are restricted income Proceeds of annual

Other Recurring Giving /Donations: Gift Days, money given in church boxes and wall safes, and other ad-hoc donations from individuals which are likely to recur in future years.

Non-recurring Giving/Donations: Include one-off donations given outside services. Include the proceeds of all special appeals (which are usually restricted), but also one-off Gift Days for general funds. Include gifts of shares at market value.

The amount of tax recovered from HMRC on all money given to the PCC under Gift Aid. This should be split between Gift Aid recovered on restricted and unrestricted donations and allocated to the appropriate fund. If no tax has been recovered, an explanatory note should be provided in the financial statement.

The capital amount of a legacy, together with interest from the probate process, should be recorded in the year(s) that it appears in the accounts. (Note that the legacy may have been included as an asset in last year's Statement of Assets and Liabilities.) Any interest from legacy investments should be recorded as income from investments

External grants received from trusts and other funding bodies for the PCC's general fund or for a restricted purpose. Include VAT recovered through the Listed Places of Worship scheme. This does not include transfers within a benefice.

Fundraising: Money raised from sponsored activities, jumble sales, fetes, and other activities where the primary purpose is fund-raising. Income should be stated gross, and any costs must be recorded separately as payments.

Dividends, interest and income from property: Bank and other deposit interest including any reclaimed tax on investment income. Include dividends from shareholdings. Include rent received from land or buildings owned by PCC.

Statutory Fees retained by PCC: PCC Fees for weddings, funerals etc. Do not include fees due to the clergy and organist etc. as these are not PCC funds.

Income received by the PCC from trading activities including bookstall, letting of the church hall, sales and advertising of church magazines. Income received from other church activities which are not fundraising activities eg membership fees for groups, payments for events etc. All trading receipts must be stated as gross figures. The costs must be recorded separately as payments.

All other receipts: These are often 'capital' in nature: sale of buildings, investments, insurance claims, transfers from term deposits, loans received, repayment of loans made by the church to others; but will also include contributions from other churches in the benefice to shared costs.

The TOTAL UNRESTRICTED incoming resources as shown on your examined/audited financial statement

The TOTAL RESTRICTED incoming resources as shown on your examined/audited financial statement

The SUM TOTAL incoming resources as shown on your examined/audited financial statements, e.g.

Costs of generating income: Include the costs of fundraising events, which have contributed to the income recorded in Fund-raising income box above. Also include fees paid to a professional fund-raiser, the costs of a Christian Stewardship campaign and the costs of supporting regular giving e.g. envelopes.

Mission Giving and Donations: Include donations to external missions and charities that come from the PCC's receipts. Collections that go directly to external charities should not be included.

Diocesan parish share/ quota/ family purse: All payments made during the year, whether for current, or previous years Share.

Salaries, wages and honoraria: All payments to assistant staff, youth worker, vergers, administrator, sexton, organist and choir. Include NI/Pension costs where applicable.

Clergy and staff expenses: Working expenses of the incumbent: e.g. telephone, postage, stationery, travel costs (car and/or public transport), secretarial assistance, office equipment, maintenance of robes, hospitality. Assistant staff: Include costs, as for the incumbent, that are associated with expenses incurred by assistant clergy, pastoral staff and youth workers.

Housing: all costs relating to clergy/staff housing paid by the PCC. (including where applicable repair costs, water rates, council tax, and redecoration).

Mission and Evangelism: cost of outreach, courses, excluding staff salaries

Church expenses: Routine repairs and maintenance. Insurance. Miscellaneous: cleaning materials etc church /office phone. Churchyards all costs involved in their maintenance. Upkeep of services: organ tuning, worship materials, choir robes etc.

Church utility bills: total costs of electricity, gas, oil, water etc.

Costs of trading - include the costs associated with the receipts for bookstall, hall lettings, magazine income etc.

Costs relating to the governance of the PCC, including any fees for audit or Independent Examination, training of PCC members in their role of Trustees, the production of the annual report, hire charges for any PCC meetings etc.

Major church repairs: include repairs that are not routine and internal and external decoration.

Major repairs to other PCC property: incl repairs that are not routine and internal and external decoration.

New building work: new buildings, major alterations and extensions to church or other PCC property and including all associated professional fees and expenses

All other payments not included above, but mainly of a "capital" nature: purchase of fixed assets for church purpose, purchase of investments, transfer to term deposits, loans made and repayment of loans etc.

The TOTAL UNRESTRICTED resources expended, as shown on your financial statements.

The TOTAL RESTRICTED resources expended, as shown on your financial statements.

The SUM TOTAL resources expended, as shown on your financial statements.

tements, excluding any revaluation of assets.
nents, excluding any revaluation of assets.
xcluding any revaluation of assets.

ST MICHAEL IN THE HAMLET WITH ST ANDREW

2020

Name of signature 1 on accounts:

The Revd Keith Hitchman

Name of signature 2 on accounts

Mrs Carol Cragg

Name of Independent Examiner

Ms Denise Roberts

Professional Qualifications of Independent Examiner (if any)

Address of Independent Examiner

21 Kings Close

Liverpool

L17 9QS

Date of Accounts approval by PCC

Date of Independent Examiner's Report

**PAROCHIAL CHURCH COUNCIL OF
St Michael-in-the-Hamlet with St Andrew
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2020**

1 Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of assets which are shown at market value. The financial statements include all transactions assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Funds

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.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) 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 forwards 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 which can be used for PCC ordinary purposes.

Incoming resources

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

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. 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 s.96(2)(a) of the Charities Act 1993.

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 church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1000 so all such expenditure has been written off when incurred.

Investments are valued at market value at 31 December 2020

**PAROCHIAL CHURCH COUNCIL OF
ST MICHAEL IN THE HAMLET WITH ST ANDREW
FINANCIAL STATEMENT**

For the year ended 31 December 2020

General (Unrestricted) Fund Receipts & Payments Account

Receipts	£	2020	£	2019	£
Income and endowments					
Donations and legacies					
Tax efficient planned giving	26,127		25,486		
Income tax recovered	8,394		8,487		
Other Planned Giving (non gift aid)	2,598		5,775		
Collections and other giving	3,488		6,300		
		40,606		46,048	
Deanery Grant	500				
Donations	7,969		1,081		
		8,469		1,081	
Other trading activities					
Hall Lettings	1,201		8,051		
Summer Fete	0		1,048		
Christmas Fair	0		1,815		
Lunch Club	0		678		
Church Events	0		377		
		1,201		11,969	
Charitable activities					
PCC Fees	712		1,654		
		712		1,654	
Receipts from investments					
Bank & CBF interest	187		254		
		187		254	
Other receipts					
Reimbursements	2,596		4,504		
Mission Events /Parish Christmas lunch			1,036		
		2,596		5,540	
Total Receipts		53,772		66,545	
Expenditure					
fund raising activities					
Giving Envelopes			35		
Charitable activities					
Diocesan parish share	46,061		43,869		
Clergy expenses	1,731		2,392		
Assistant staff Annual Readers Fee	50				
Mission & Evangelism Costs					
Training Course	0		365		
Church running expenses					
Utilities	2,404		2,358		
Insurance	3,088		4,377		
Housing Costs	3,179		3,126		
Cost of services	203		2,872		
Admin	426		738		
Repairs	114		501		
Cost of Trading					
Hall Running Costs	6,001		5,898		
Other					
Lunch club & Parish Christmas lunches			1,790		
Total Payments		63,257		68,381	
Excess of Receipts over payments		(9,486)		(1,836)	
Total transfers		0		0	
Bank current and deposit accounts at 1 January 2020		17,615		19,451	
Bank current and deposit accounts at 31 December 2020		8,129		17,615	

**PAROCHIAL CHURCH COUNCIL OF
ST MICHAEL IN THE HAMLET WITH ST ANDREW
FINANCIAL STATEMENT
For the year ended 31 December 2020**

	£	2020	£	£	2019	£
Church Restoration & Fabric (including Tower) Receipts and Payments Account - Restricted Fund						
The Church restoration & fabric fund is restricted to expenditure for the restoration & maintenance of the church building.						
Receipts						
N H & LPOW Grants for restoration		22,770			307,162	
Donations church toilet refurb					724	
Donations Heating Pump					1,800	
Sale of Langham Hall Investment Shares					3,980	
		<u>22,770</u>			<u>313,666</u>	
Payments						
Architects Fees & repairs to Baptistry roof	9,894			329,527		
Boiler/Clock & Tree work	650			1,806		
		<u>10,544</u>		<u>331,333</u>		
Excess of Receipts over Payments		12,226			-17,667	
Bank current and deposit accounts at 1 January 2020		7,815			25,482	
Bank current and deposit accounts at 31 December 2020		<u>20,041</u>			<u>7,815</u>	
Mission - Restricted Fund						
The mission fund is restricted to expenditure on youth work & Childrens Church.						
Receipts						
Restricted Donations						
		<u>0</u>			<u>0</u>	
Payments						
Purchase of craft materials for Childrens Church	70					
		<u>70</u>			<u>0</u>	
Excess of Receipts over Payments		-70			0	
Bank current and deposit accounts at 1 January 2020		2,156			2,156	
Bank current and deposit accounts at 31 December 2020		<u>2,086</u>			<u>2,156</u>	
Screen & Projector Fund Receipts and Payments Account - Restricted Fund						
The fund is restricted to expenditure for the purchase & installation of a screen & projector.						
Receipts						
Diocesan Grant				1,780		
Donations from Church events				150		
		<u>0</u>			<u>1,930</u>	
Payments						
Purchase & installation of equipment				2,149		
		<u>0</u>		<u>2,149</u>		
Excess of Receipts over Payments		0			-219	
Bank current and deposit accounts at 1 January 2020		76			296	
Bank current and deposit accounts at 31 December 2020		<u>76</u>			<u>76</u>	
Bible Fund - Restricted Fund						
The fund is restricted to expenditure for the purchase of a Lectern Bible & pew Bibles.						
Receipts						
Donation for Lectern Bible						
Donation for Pew Bibles				607		
		<u>0</u>			<u>607</u>	
Payments						
Purchase of Lectern Bible						
Purchase of Pew Bibles				674		
		<u>0</u>		<u>674</u>		
Excess of Receipts over Payments		0			-68	
Transfers						
Transfer from General Fund						
Bank current and deposit accounts at 1 January		0			68	
Bank current and deposit accounts at 31 December		<u>0</u>			<u>0</u>	
Clergy Fund - Restricted Fund						
The fund is restricted to clergy expenses and housing costs						
Receipts						
Donations for the upkeep of clergy	2,760					
		<u>2,760</u>			<u>0</u>	
Payments						
Clergy housing costs	2,760					
		<u>2,760</u>			<u>0</u>	
Excess of Receipts over Payments		0			0	
Transfers						
Transfer from General Fund						
Bank current and deposit accounts at 1 January		0				
Bank current and deposit accounts at 31 December		<u>0</u>			<u>0</u>	

**PAROCHIAL CHURCH COUNCIL OF
ST MICHAEL IN THE HAMLET WITH ST ANDREW
STATEMENT OF ASSETS AND LIABILITIES
at 31 December 2020**

	2020 £	2019 £
Cash Funds		
Bank current & deposit accounts	30,331	27,661
Total bank current and deposit accounts	<u>30,331</u>	<u>27,661</u>
(£ unrestricted, £ restricted Restoration & Fabric Fund, £ Mission Fund £ Screen & Projector Fund)		
Other Monetary Assets		
CBF Deposit Funds		
Irvine Memorial Fund	31	31
Cox Memorial Fund	58	58
Sale of Langham Hall	13,007	13,007
	<u>13,096</u>	<u>13,096</u>
Investment Assets		
197.91 CBF Church of England Investment Fund - Income Shares (market value)	4,055	3,785
	<u>4,055</u>	<u>3,785</u>
Assets retained for the use of the Church (unrestricted funds)		
	<u>0</u>	<u>0</u>
Liabilities		
	<u>0</u>	<u>0</u>
Other Tangible Assets		
	<u>0</u>	<u>0</u>
TOTAL ASSETS	<u>47,482</u>	<u>44,542</u>

NOTES:

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. The following assets are recognised but not necessarily valued in the Statement of Assets and Liabilities:
Moveable church furnishings held by the church-wardens on special trust for the PCC and which require a faculty for their disposal.
3. The expenses paid to clergy may include a small, immaterial proportion which relates to their function as PCC members.
No other payments were made to PCC members.

Approved by the PCC on and signed on their behalf

**The Revd Keith Hitchman
PCC Chairman**

**Mrs Carol Cragg
PCC Treasurer**

Independent Examiner's Report (SORP 2015)

Report to the Parochial Church Council (PCC) of:
St Michael in the Hamlet with St Andrew
on the accounts for the year ended 31st December 2020, as set out on
pages _____ to _____ of your Annual Report.

Respective responsibilities of Trustees and Examiner

The PCC are responsible for the preparation of the accounts.
They consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

Basis of independent Examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

accounting records were not kept in accordance with section 130 of the Charities Act

or the accounts do not accord with the accounting records

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

Signed

Date:

IE's Name and address Ms Denise Roberts 21 Kings Close Liverpool L17 9QS