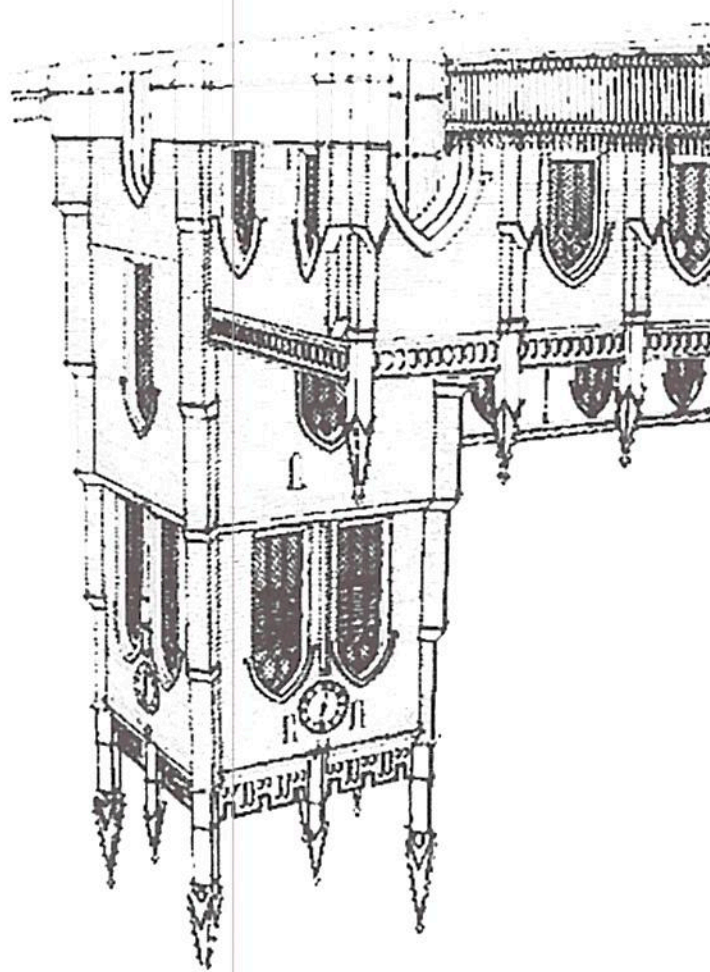


Toxteth Park St Michael in the Hamlet
with
St Andrew



Trustees' Annual Report for the year ended
31st December 2024

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.

Structure, Governance and Management

Description of the charity's trusts	
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.	

	<p>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.</p> <p>Members of the Standing Committee are:-</p> <p>Rev Keith Hitchman – Vicar Mrs Karen White – Church Warden Mr Robert Johnson – Church Warden Mr David Patmore – Assistant Warden Mrs Carol Cragg – Treasurer Mr Robert Smith – Health & Safety Representative Miss Emma Pulford – Children's Church Representative</p>
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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 Office members
Rev Keith Hitchman	Incumbent		
Mrs Karen White	Warden		
Mr Robert Johnson	Warden & Deanery Synod Rep		
Mr David Patmore	Assistant Warden & Deanery Synod Rep		
Mrs Carol Cragg	Treasurer		
Mrs Anne Bush	PCC Secretary & Electoral Roll Officer		
Mr Edward Giddings			
Mr Robert Smith	Health & Safety Officer		
Mrs Valerie Jackson			Cathedral Rep & Safeguarding link from PCC to Safeguarding Officer
Mr David McCall	Stewardship Secretary		
Mrs Christina Barrett-Yuen			
Mrs Emma Baines			
Ms Emma Pulford			
Mr Ben Pritchard			
Mr Stephen Green			
In addition:			
Mr David Yau			Safeguarding Officer

Type of Advisor	Name	Address
Architect	Mr Alex Finlason	Finlason Partnership Ltd, Beech House, 1 Cambridge Road, Hale, Cheshire WA15 9SY
Independent Examiner	Ms Denise Roberts	21 King's Close, Alburgh, Liverpool L17 9QS

**St Michael-in-the-Hamlet Church
Annual Parochial Church Meeting (APCM) 2025**

Vicar's Report

This has been a year filled with both challenges and blessings, and, as always, it is my honour to present this Vicar's report reflecting on the spiritual health, growth, and activities of our church over the past year.

Worship and Spiritual Life

• Worship Services:

Our worship pattern has remained the same – Sunday 10am & Wednesday 11am services.

Sunday mornings are both community and family focussed. Since January 2025 Children's Church has met in the Church Hall on the second and fourth Sunday's, the first Sunday being our All-Age Communion service. Attendance on a Sunday morning has remained steady at around 100 people, including children.

Holy Communion is offered at least twice monthly on a Sunday morning and most Wednesdays at 11am.

The **Wednesday 11am service** is a traditional Holy Communion (Book of Common Prayer). The average weekly attendance is 12 people.

Additional special services this year have included the Service of Hope (All Souls), Lent and Holy week services and the Big Sing Community Carol Service.

• Preaching & Teaching

We are now blessed to have a regular **preaching team**, including the Revd's June Asquith, Frank Cain, and Julia Pratt, as well as ordinand Lisa Aindow. Church warden, Rob Johnsons, assists and preaches on a Wednesday and the occasional Sunday.

Lisa Aindow (Ordinand) has begun a **midweek worship meeting**, which has got off to a good start.

• Occasional Offices

A good number of families are requesting **Baptism and/or Dedication** for their children.

Services for non-church families are held on Saturday's and for church families as part of the Sunday morning service.

Congregational Care and Pastoral Ministry

I am grateful to the whole congregation for your care of the vulnerable and the elderly among us, especially to those who call and visit.

The **WhatsApp prayer group** remains an invaluable resource for keeping us in touch with each other, our needs and concerns.

Safeguarding: St Michael's takes its duty and obligation to protect all extremely seriously. We have adopted the national Church of England's robust procedures and guidelines. This year I have attended a safeguarding refresher course for clergy.

Outreach and Mission Work

As a church we continue our long-term support of **Father Moses** in his ministry as Archdeacon in Ghana. We were privileged to have Father Moses visit us this year.

We support the **Micah Trust** with regular food donations and occasional financial support.

Assistant Church Warden, Dave Patmore, and myself represent the church as Governors at **St Michael-in-the-Hamlet Primary School**, where I hold the Governor brief for religious and cultural education (taking assemblies and contributing to Inter-faith Week). We have hosted SMITH School on several occasions this year, most notably for the two School Christmas concerts.

Together with Revd. Julia Pratt and the Chaplaincy Team for **Hope University**, we have hosted two student teas, aimed principally at international students.

The church building and hall continue to be used for a wide range of **social activities and**

cultural events, including 'St Michael's Live', which has given our church building both local and national recognition as an established music venue.

Challenges and Opportunities

• Challenges

One of biggest challenges is our building plant (church and hall), an especially the **church building**. For the past year we have been working on a funding bid for the National Heritage Lottery Fund, to support much-needed restoration work on the south aisle and interior of the church. This work has been ably led by Steve Green. The bid will be submitted in May this year.

• Opportunities

This year saw the setting up of the '**St Michael's 1815 Heritage Association**', now a registered charity, under the leadership of Geoff Bush; the focus of which is to raise the profile of the church and to raise money towards the building restoration fund, through the staging of events and other means. Many thanks to all involved.

Planning ahead?

It is difficult for us as a church to plan too far into the future, given that our sister church, Christ Church Toxteth Park, is part of the Fit for Mission (FtM) process, exploring the formation of a new single parish across the Toxteth & Wavertree (T&W) Deanery. Christ Church, along with the other churches involved, will take a vote in May this year making a final decision on whether to become part of the 'Hope Liverpool Parish'. If Christ Church is to go ahead (which I am expecting), our Benefice will be dissolved when the new parish is formally established, which I

anticipate will be sometime in 2026.

It many respects it has been something of a difficult year for St Michael's, particularly for the leadership. Given this, I recommend that we take the next year to gather ourselves and consolidate, both practically and spiritually.

I want to thank each one of you for your continued commitment, support, and prayers. May I especially thank Karen White for her outstanding commitment and dedication as church warden, and to wish her every blessing for the future. I am truly humbled by the faith and dedication of this congregation, and I look forward to another year of serving God together.

May God continue to bless our church as we move forward.

In the Service of Christ,

Revd. Keith Hitchman

Vicar

St Michael-in-the-Hamlet Church

St Michael in the Hamlet PCC Report for 2024

During 2024 the PCC met six times throughout the year to discuss the day to day running of the church, our building projects and our future plans for Mission in the parish. The Standing Committee (core management group) met as and when necessary and their deliberations were received by the full PCC and fully discussed when appropriate.

Despite a tough financial climate, we have seen an increase in the external hiring of our Church Hall to local groups and members of the community, under the expert guidance of Christina Barrett-Yuen. The hall is now booked out most weekends and during the week, hosting a variety community activities and events and it is our aim to continue to increase the hire value of the Church Hall.

Despite the cost of living crisis our 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 during the pandemic.

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, restarted in March and ran in conjunction with our gardening Saturdays where young, old, families and friends helped keep our garden and churchyard in order, sharing fellowship and laughter at the same time.

A community barbeque in September welcomed members of the community into Church building and grounds and our annual Christmas "Big Sing" event attracted over 250 attendees.

As always, we are very grateful to the Friends of St Michael's for their financial support towards remedial works that were undertaken on the clock and church drains during the course of the year. In addition, the newly formed "St Michaels 1815 Heritage" group organised several events over the year which were well received and have been a further opportunity to bring members of the community into the church to enjoy a range of entertainment whilst widening the reach and impact of this worthy organisation.

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.

Our 'St Michael's Live' music events continue to grow. We are now seen as the third most popular acoustic venue in the North West region. Since its conception, hundreds of new people have been welcomed into the church through the various musical performances that have taken place as part of this initiative.

As a Church we are committed to supporting families through a number of means, including our young people's activities – Children's Church and uniformed organisation (Boys Brigade). The Girls Friendly Society (GFS) is no longer a church-based organisation but continues to meet weekly in our Church Hall.

We continue to work regularly with 120 children, chiefly through our uniformed organisation and Children's Church and give thanks for the faithful support of over 30 volunteers who give their time and energy to these groups.

Our Sunday Children's Church is blossoming with increased numbers of attendance and is attracting many families. Our intention is to resource Children's Church and its leadership accordingly.

Our average weekly attendance at Sunday morning services averages at 66 adults and 40 children, with 12 regular worshippers at our mid-week traditional service. Our worshipping community numbers 150 with 90 on the Electoral Roll.

Our goal in 2024 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).

During 2024 we continued to see an increase in the number of families attending our Sunday services. At Easter we welcomed 175 people to our Easter services and once again at Christmas, we saw over 670 people attending services during the month of December, with over 700 attending Christmasle services hosted for our local county primary school.

Further afield, the Church continues to regularly support the mission work of Father Moses Banungwiri 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.

Anne Bush
PCC Secretary

Our Grade One Listed Building is a beautiful heritage asset, much loved by the Congregation and local people alike. On many occasions we have had planned or spontaneous visits from passers-by or people with fond memories of past times in the church and their comments have all been positive, both about the building and the welcome. Our nearly 210-year-old building does, however, present its challenges. Of the overwhelmingly positive words used about our survey of local people, the one that stood out to me was 'tired'. This was no doubt due to the state of the décor inside and out, but, of course, structural things like the rooves and walls have to be attended to first.

The main (three) rooves have not presented a problem since repair and renovation. The north side roof has also been good since renovation but some of the new paint on the outside wall and on one skylight is peeling. At the very back of the church on the north side of the render has come off and the brickwork has been exposed and is in need of pointing.

The south side of the church is in need of major restoration. Unlike the north side, the windows have the original cast iron frames, some of which are splitting or coming adrift. These present a health and safety hazard. Rob Smith has constructed temporary tie-ins, which should hold but it is inadvisable to venture near them unless essential. The walls are damp and in need of drying and pointing. The ceiling and roof on the south side are the original work of the builder Cragg. The exception being the stainless-steel roof, which the architect suggests we retain. Because it is desirable to retain the original structure, the Architect's estimate of the cost of restoration to be in the region of £400,000. The Conservation Architect's feasibility study was in the main funded the 'Friends of St Michael's', the Cast Iron Church. Our thanks go to them. We will be seeking the main bulk of the funding from Historic England, who have been generous supporters of our building.

In order to raise the necessary funds for major restoration and repairs it was felt that a new organisation should be formed. We still much value the support of the 'Friends' who this year donated £6000 towards to 10% match funding we need to get a grant from the Historic Lottery Fund (HLF) but it was felt that the amount of funds needed to be raised required more skills than they can muster. We have formed the St Michael's Heritage 1815 Association to this end. We are grateful to Steve Green for his leadership and to Geoff Bush, Denise Pendleton/Snape, Jackie Champion and Val Jackson for agreeing to be trustees. We are making good headway in raising sufficient match funds for the 'Development' phase.

The church clock has been serviced and regulated. It can go fast or slow but it must be remembered that it is mechanical and over 100 years old. Rob Smith kindly regulates it on a regular basis but we must keep it reasonably within time as it is a public facility. This year the pendulum spring failed and had to be replaced. It's not done badly for a clock over 100 years old.

The church boiler gas has been serviced and is in good condition. The church heating has been function well but there appears to be a slight leak somewhere. It must be borne in mind that the boiler water pressure will need to be checked regularly otherwise the heating will not come on properly. Ni-Pi have said that they will no longer service the boiler so Rob Smith has sourced another company.

The Makin church organ is now not functioning and is beyond repair. Replacing such an instrument would cost in the region of £50,000, which is beyond us at the moment and we do not have an organist in any case. The videos and keyboard generally serve our purposes.

Fire extinguishers in the church have been serviced.

We have had a visit from Ecclesiastical Insurance who were generally satisfied with the building. The lightning conductor on the tower is the correct one. The Diocese asked whether we had an Asbestos Survey. Rob Smith informs us that there is one in the safe.

There are obvious defects in the stained and painted glass windows but restoration of these will be very costly and we will need to apply for funding. Sadly, however, structural defects need attention first.

The Chancel is a sacred space and Rob Smith has spent some time getting it tidy and in good order. I would encourage everyone to keep it tidy as baptism and funeral families are invited up into the chancel for the christening or commendation. The chapel, to put it kindly, has become a store. This is also a consecrated space and should be ordered appropriately. However, there is not much point in restoring it properly until the north side has been restored. Perhaps, following restoration, we should consider a re-consecration service at the appropriate time.

On the outside, the north side path continues to flood and sometimes water backs into the toilet at the back of church. Rob Smith has installed a pump to deal with any back fill of drain water and is looking into finding suitable contractors to deal with the drainage issue.

Our Grade 2 listed railings are in need of repair and painting.

We must give special thanks to Rob Smith, who acts as our Health and Safety Officer, Site Manager and Technical Expert. He also spends much time re-ordering the building before and after St Michael's Live performances. We owe him a deep debt of gratitude.

Despite all these issues the church remains a serviceable and beautiful place of worship, which is our duty to preserve and restore for future generations.

The Church Hall Belgrave Road

Once again, we are very grateful to Rob Smith who is de facto the site manager and Health and Safety Officer for the church hall. He is involved in much unseen work keeping things safe and in order. We are also grateful to Christina for managing the booking system for the hall and the volunteers who open up and close up for and after usage.

A fire alarm and emergency lighting systems have been installed in the hall since covid to get the hall up to current safety standards. The fire extinguishers have been serviced.

We are in the process of looking into getting the hall 100% water tight as some patches of damp have started to appear. Once this work has been completed it is intended to re-paint and freshen up the hall.

We are taking a look at the heating system in the hall. The current fan system is very effective but very noisy. The current boiler is nearing the end of its working life. NI-Pi, the suppliers of the church boiler, have attended and will provide a quote for a replacement boiler and re-installment of two radiators on the Belgrave Road side. Rob Smith has alternative proposals more cost-effective and eco-friendly solutions which will be for the PCC to discuss.

A very sincere thank you to all who contribute to the running and maintenance of the church and hall.

Rob Johnson
Churchwarden

2024 Deanery Synod Report:

A synod is simply an assembly of clergy and laity.

2024 saw the Deanery Synod meetings reduce from 6 to 3 meetings during the year. Topics discussed remained varied:

1. Love & Faith:

A lively debate was held, with one local church expressing opposition to this initiative, which embraces all relationships and how we share God's love with everyone. Many members felt that felt we should welcome all to the Church.

Love & Faith prayers can be used privately for blessings or in public services but only as part of a service.

2. Fit for Mission:

A reflection from the Laity was given regarding how Fit for Mission (FFM) is working in their parishes. Many congregations felt there was a lack of communication & they viewed FFM with great trepidation & concern. It is obvious that "they" are not "singing from the same hymn sheet".

Some parishes felt that changes were being forced on them. There is fear that churches may close and where they will be able to worship. Some clergy felt that they are being told what to do.

The Diocese is preparing a document to explain everything, but it was felt that this was too late in the process and should have been available 2 years ago.

3. Deanery Share:

A workable system was presented to the meeting which would be reviewed annually. Some of the higher Deanery share churches would pay less which was welcomed by reps from those churches. Deanery Share will be discussed at the next Synod meeting.

4. Deanery Mission Pastoral Committee:

The Pastoral Committee had met to discuss Deanery vacancies and how these can be filled. All grants from the Committee have now been allocated (£44,621 was allocated this year). This fund will cease in 2025.

5. Palestine Motion:

There was discussion again on this issue. Synod was unable to take a vote, the wording of the motion being very complex and some feeling it one-sided. Thanks were given to those who did present the motion.

6. Diocesan Synod Election:

Nomination of candidates were presented to the meeting.

<p>7. Zero Carbon Initiative:</p> <p>A presentation was given at one of the meetings with a PowerPoint presentation being available for members to view later.</p> <p>Throughout the year there continued to be lively debate at the meetings, the Advancement of Christ's Kingdom amongst all people being first & foremost in our minds.</p> <p>This concludes the deanery synod report for 2024.</p> <p>Dave Patmore</p> <p>Deanery Synod Representative</p>	
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<p>2024 Safeguarding Report:</p> <p>As Safeguarding Lead for St Michael in the Hamlet Church, my primary objective has been to ensure that all our members (PCC and Children's Church) are compliant with the safeguarding requirements as outlined by the Diocese of Liverpool.</p> <p>The Safeguarding Dashboards presented at our PCC meetings have shown that we have been compliant with the vast majority of the safeguarding requirements, but also highlighted a few Safeguarding breaches.</p> <p>In July 2024, we received from the Diocese of Liverpool Safeguarding Team a document called "Who Requires What Level Of Safeguarding Training," which showed some gaps in courses, especially in Domestic Abuse Awareness and various courses for the Church Warden and PSO. As a church, this was the first time we were made aware of such requirements, and we immediately took action to address these breaches.</p> <p>In December 2024, we completed for the first time the Archdeacon's Safeguarding Review Checklist, which highlighted:</p> <ul style="list-style-type: none"> • Activity risk assessments should be completed. • The recruitment of ex-offenders policy should be adopted as soon as possible. • An annual model safeguarding policy should be completed. <p>Again, these areas were addressed immediately.</p> <p>As at the end of March 2025, there are currently three outstanding safeguarding actions (one in Domestic Abuse Awareness, one in Leadership, and one in risk assessment on Children's Church activities).</p> <p>Over the past 12 months, the role of PSO has become too demanding, especially with being in full time employment and it is with great regret that I have decided to step back. Over the next few months, my goal will be to ensure a smooth handover to Gareth Weedall, ensuring:</p>	
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	<p>Electoral Roll Report for 2024:</p> <p>As of 31st December 2024 there were 90 on the Electoral Roll with the welcome addition of one new member since last year.</p> <p>Of the 90 enrolled, 70 live in the parish and 20 live outside the parish.</p> <p>Anyone wishing to join the church electoral roll needs to show commitment to their regular church attendance.</p> <p>A full review of the Roll is due in March 2025.</p> <p>Anne Bush</p> <p>Electoral Roll Officer</p>
	<ul style="list-style-type: none">• Continued fulfilment of the criteria set out by the Diocese.• Compliance with the Diocese's safeguarding requirements.• That prior to any appointments to the PCC and Children's Church, all volunteers are DBS checked, have passed the safeguarding training, and are aware of the Diocese's Code of Working Practice.• Maintenance of up-to-date contact details in the church for any safeguarding concerns arising.• Provision of a safeguarding update at every PCC meeting, including any concerns, breaches, and any upcoming DBS checks due to expire. <p>At St Michael in the Hamlet, our main safeguarding objectives continue to be:</p> <ul style="list-style-type: none">• Embed safeguarding seamlessly into our culture of openness, trust, honesty, and transparency.• Take all concerns seriously and act on them promptly and appropriately. <p>David Yau</p> <p>Safeguarding Lead</p>

See 2024 Financial Statement of Accounts

Investment Policy

The Church's funds were held as cash and deposits at Barclays Bank plc. The Church does not invest in equity funds.

Reserves


The PCC aims to hold unrestricted cash of no less than £50,000, which equates to approximately three month's expenditure, so that it could continue to operate should income and/or expenditure vary adversely.

Carol Cragg
Treasurer

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	
Position (eg Secretary, Chair, etc)	Chair	
	Anne Bush	
	PCC Secretary	
Date	8th April 2025	



Return of Parish Finance

January to December 2024

Church Number:618	Church Name:S Michael in the Hamlet with St Andrew	Deanery:Toxteth & Wavertree
Looking back across 2024, were there any exceptional circumstances that may have led to unusual figures? Please provide brief details with this form.		Diocese: Liverpool

INCOMING RESOURCES		UNRESTRICTED (nearest £)	RESTRICTED (nearest £)	RESOURCES EXPENDED		UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
Voluntary Giving				Cost of generating funds			
1	Tax efficient planned giving (reglular Gift Aid giving)	£ 23,980		17	Fund-raising activites (costs and payments)		
2	Other planned giving (non Gift Aid)	£ 3,192		Church Activities & Church Expenses			
3	Collections at services	£ 8,411		18	Mission giving and donations		
4	All other giving and voluntary receipts, including Special Appeals (recurring and one-off)	£ 3,543	£ 3,565	19	Deanery Share/Parish Share contribution	£ 46,409	
6	Gift Aid recovered	£ 5,599		20	Salaries, wages and honararia		
6a	Gift Aid Small Donations Scheme repayment			21	Clergy and staff expenses	£ 3,289	£ 3,289
7	Legacies received (capital value)			22	Mission and evangelism costs		
8	Grants (include recurring and one-off)		£ 750	23	a. Church running expenses (inc. Governance)	£ 4,115	£ 2,003
A	SUB-TOTAL Voluntary Giving:	£ 44,725	£ 4,315		b. Church building maintenance costs		£ 8,784
Activities for generating funds					c. Church building insurance (inc. contents)	£ 4,274	
9	Income from fundraising activities (gross proceeds)			24	Church utility bills	£ 7,024	
Income from investments				25	Cost of trading	£ 7,757	
10	Dividends, interest, income from property etc.	£ 1,031		D	SUB-TOTAL for Church Activities & Raising Funds:	£ 72,869	£ 14,076
Church Activities				Major expenditure			
11	Statutory fees retained by the PCC (weddings, funerals, etc.)	£ 1,697		27	Major repairs to the church building		
12	Trading activities (gross proceeds) e.g. hall lettings, magazine, bookstall. NOT fundraising.	£ 9,865	£ 5,890	28	Major repairs to church hall or other PCC property, including redecoration		£ 5,310
Other				29	New building work to the church, church hall, clergy housing or other PCC property		£ 3,600
13	Any other income/receipts not already listed	£ 3,205	£ 6,258	E	SUB-TOTAL for Major expenditure:	£ -	£ 8,910
TOTAL INCOMING RESOURCES (FROM FINANCIAL STATEMENTS)				99	Other payments/expenditure not already listed	£ 87	
B	Column Totals (Line A plus lines 9 to 13)	£ 60,523	£ 16,463	TOTAL RESOURCES EXPENDED (FROM FINANCIAL STATEMENTS)			
PLANNED GIVERS AND LEGACIES				F	Column Totals (Lines D and E plus 99)	£ 72,956	£ 22,986
14	Number of regular Gift Aid givers (include PGS givers)	28		Cash and Investment Balances		UNRESTRICTED	RESTRICTED
15	Number of regular non Gift Aid givers (inc. PGS givers)	7		31	Cash and deposit balance as at 31st December	£ 6,719	£ 24,076
16	Number of new legacies received during year	0		32	Investments valued as at 31st December		£ 4,665
C	Grand Total Receipts/Income	£ 76,985		33	Liabilities due within 1 year		
G	Grand Total Payments/Expenditure	£ 95,942		Are your accounts Receipts&Payments or Accruals (indicate ONE)?			
				30	Receipts and payments [X]	Accruals []	

Please refer to the notes available from our diocesan webpage to help clarify what is included in each section. (https://liverpoolcofe.org/governance-matters/statistics/return-of-parish-finance/)	Date	4/4/2025	Note: Please complete this return directly online. Contact G Fath or Central Services at St James' House for details.
	Name	Carol Cragg	
	Position	Treasurer	

	Tel or Email	c_cragg@sky.com	
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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)

2 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 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.

- A The TOTAL UNRESTRICTED incoming resources as shown on your examined/audited financial statements, excluding a
- B The TOTAL RESTRICTED incoming resources as shown on your examined/audited financial statements, excluding any
- C The SUM TOTAL incoming resources as shown on your examined/audited financial statements, excluding any revalua

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, verger, administrator,
20 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
21 redecoration).

22 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
23 tuning, worship materials, choir robes etc.

24 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
25 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
26 any PCC meetings etc.

27 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
28 decoration.

New building work: new buildings, major alterations and extensions to church or other PCC property
29 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
99 loans etc.

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

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

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

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ST MICHAEL IN THE HAMLET WITH ST ANDREW

2024

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 2024**

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 2024

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

For the year ended 31 December 2024

General (Unrestricted) Fund Receipts & Payments Account

	2024		2023	
Receipts	£	£	£	£
Income and endowments				
Donations and legacies				
Tax efficient planned giving	23,980		24,603	
Income tax recovered	5,599		8,341	
Other Planned Giving (non gift aid)	3,192		5,100	
Collections and other giving	8,411		6,653	
		41,182		44,697
Donations	3,543		3,088	
		3,543		3,088
Other trading activities				
Hall Lettings	7,160		7,071	
Summer Fete				
Church Events	2,705		1,995	
		9,865		9,066
Charitable activities				
PCC Fees	1,697		2,680	
		1,697		2,680
Receipts from investments				
Bank & CBF interest	1,031		622	
		1,031		622
Other receipts				
Reimbursements	3,205		3,819	
		3,205		3,819
Total Receipts		60,523		63,973
Expenditure				
fund raising activities				
Charitable activities				
Diocesan parish share	46,409		46,409	
Clergy expenses	1,460		2,155	
Mission & Evangelism Costs				
Training Course	450		484	
Church running expenses				
Utilities	2,905		3,735	
Insurance	7,024		1,570	
Housing Costs	4,274		3,651	
Cost of services	1,830		1,661	
Cost of services	745		1,244	
Admin	15		60	
Repairs				
Cost of Trading				
Hall Running Costs	7,757		6,486	
Other				
PCC Fees Refund	87			
Hall Hire Refunds			460	
Total Payments		72,956		67,915
Excess of Receipts over payments		(12,433)		(3,942)
Total transfers		0		0
Bank current and deposit accounts at 1 January 2024		19,152		23,094
Bank current and deposit accounts at 31 December 2024		6,719		19,152

**PAROCHIAL CHURCH COUNCIL OF
ST MICHAEL IN THE HAMLET WITH ST ANDREW
FINANCIAL STATEMENT
For the year ended 31 December 2024**

	2024		2023
	£	£	£
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 buildings.			
Receipts			
Release of funds from sale of Langham Hall	6,258		
Restoration Fund			11,000
Donation from Friends of SMH towards Drain repairs	270		1,902
Donation from Friends of SMH towards clock repairs	5,620		
	<u>12,148</u>		<u>12,902</u>
Payments			
Repairs to church hall roof & gutters	5,310		
Church Clock repairs	6,744		1,608
Church Drains repairs	2,040		636
Professional Fees-Building Development			455
Ladders	270		
Website	245		
Cherry picker	750		
Architects Fees -Feasibility Study	3,600		
Knotweed treatment -churchyard	<u>738</u>		
	<u>19,697</u>		<u>2,699</u>
Excess of Receipts over Payments	-7,549		10,204
Bank current and deposit accounts at 1 January 2024	<u>21,644</u>		<u>11,440</u>
Bank current and deposit accounts at 31 December 2024	<u>14,095</u>		<u>21,644</u>
Mission - Restricted Fund			
The mission fund is restricted to expenditure on Youth work & Childrens Church.			
Receipts			
Deanery Grant - Childrens worker			4,500
	<u>0</u>		<u>0</u>
Payments			
Childrens Church			54
	<u>0</u>		<u>54</u>
Excess of Receipts over Payments	0		-54
Bank current and deposit accounts at 1 January 2024	6,496		6,550
Bank current and deposit accounts at 31 December 2024	<u>6,496</u>		<u>6,496</u>
Screen,Projector,PA system Fund Receipts and Payments Account - Restricted Fund			
The fund is restricted to expenditure for the purchase & installation of a screen, projector & sound equipment.			
Receipts			
Deanery Grant	750		
	<u>750</u>		<u>0</u>
Payments			
Purchase & installation of equipment			
	<u>0</u>		<u>0</u>
Excess of Receipts over Payments	750		0
Bank current and deposit accounts at 1 January 2024	76		76
Bank current and deposit accounts at 31 December 2024	<u>826</u>		<u>76</u>
Clergy Fund - Restricted Fund			
The fund is restricted to clergy expenses and housing costs			
Receipts			
Donations for the upkeep of clergy	3,565		3,930
	<u>3,565</u>		<u>3,930</u>
Payments			
SMH Clergy housing costs	1,830		1,661
SMH Clergy Expenses	1,460		2,155
	<u>3,290</u>		<u>3,816</u>
Excess of Receipts over Payments	275		114
Transfers			
Transfer from General Fund			
Bank current and deposit accounts at 1 January	2,384		2,270
Bank current and deposit accounts at 31 December	<u>2,659</u>		<u>2,384</u>
Heating Fund - Restricted Fund			
The fund is restricted to church heating & energy costs			
Receipts			
Deanery Grant towards heating costs			2,500
	<u>0</u>		<u>2,500</u>
Payments			
Part payment of 2022 church heating costs			
Part payment of 2023 church heating costs			2,500
	<u>0</u>		<u>2,500</u>
Excess of Receipts over Payments	0		0
Transfers			
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 2024**

	2024	2023
	£	£
Cash Funds		
Bank current & deposit accounts	30,795	49,752
Total bank current and deposit accounts	<u>30,795</u>	<u>49,752</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		6,258
	<u>89</u>	<u>6,347</u>
Investment Assets		
197.91 CBF Church of England Investment Fund - Income Shares (market value)	4,576	4,474
	<u>4,576</u>	<u>4,474</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>35,461</u>	<u>60,573</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 2024, 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
Ms D Roberts

Date:
6th March 2025

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