

## **Heswall United Reformed Church**

### **Annual Report for the year ended 31st December 2021**

#### **Administrative Information**

Heswall United Reformed Church (Registered Charity No. 1129285) is a Church on the Wirral Peninsula within Mersey Region Synod of the URC. It is centred on the village of Heswall. The Church Office is at the church at 199 Telegraph Road, Heswall, Wirral CH60 7SE (tel; 0151 342 8522).

The Elders who were serving on 31<sup>st</sup> December 2020 until the date this report was approved are as follows:

Stephen Chantler (Secretary) Ray Craig (Treasurer)

Dave Lock, Marion Boden, Dave Dixson, Jonathan Gregson, Faith Hardie, Frances O'Brien, Jenny Smith, Avril Lock, James Ford, Sheila Wadhams.

Minister: Revd. Dr. Nick Jones

The church buildings are vested in the name of URC (Mersey Province) Trust Ltd from 1<sup>st</sup> January 2021 to the date this report was approved.

#### **Structure, Governance and Management**

The United Reformed Church is governed by the Scheme of Union of the URC its Constitution, set up under Section D: The United Reformed Church Acts 1972, 1981 and 2000 as amended from time to time by its Governing Body.

The Eldership is not a body corporate. Its composition, procedures and powers are regulated by The United Reformed Church Manual... Section B: The Structure of the United Reformed Church Clause 2.(2). Elders are elected at the AGM of the Church Meeting by the Members of Heswall United Reformed Church. The Eldership met 11 times during 2020 (71% average attendance). It dealt with all the affairs of the Church and received and considered reports by the Worship Group, Fabric and Finance Committee, Pastoral Team and Junior Church.

#### **Objectives and Activities**

Heswall United Reformed Church is a Church within the United Reformed Church and seeks: (i) to further the Church's mission in the locality; (ii) to develop local ecumenical relationships; (iii) to further the Church's compassionate ministry in the locality and throughout the world; (iv) to consider and support the wider work of the Church at home and abroad; (v) to consider public questions in relation to the Christian faith; (vi) to bring concerns for consideration by the Elders' Meeting and wider councils of the church.

The Eldership's objectives are: (i) to foster in the congregation concern for witness and service to the community, evangelism at home and abroad, Christian education, ecumenical action, local inter-church relations and the wider responsibilities of the whole Church; (ii) to see that public worship is regularly offered and the sacraments are duly administered, and generally to promote the welfare of the congregation; (iii) to ensure pastoral care of the congregation, in which the minister is joined by elders having particular responsibility for groups of members; (iv) to nominate from among its members a Church secretary (or secretaries), to be elected by the Church Meeting, to serve both the Church Meeting and the Elders' meeting; (v) to arrange for pulpit supply in a vacancy; (vi) to keep the roll of members and (as an aid to the discharge of the congregation's pastoral and evangelistic responsibility) lists of names of adherents and children attached to the congregation, and in consultation with the Church Meeting to maintain standards of membership and to advise on the admission of members on profession of faith and by transfer, on the suspension of members, and on the removal of names from the roll; (vii) to be responsible for the institution and oversight of work among children and young people and of all organisations within the congregation; (viii) to call for the election of elders and advise on the number required; (ix) to consider the suitability of any applicant for recognition as a candidate for the ministry or for service as a CRCW and to advise the Church Meeting about its recommendation to the synod; (x) to recommend to the Church Meeting arrangements for the proper maintenance of buildings and the general oversight of all the financial responsibilities of the Local Church; (xi) to act on behalf of the Church Meeting and bring concerns to the wider councils of the United Reformed Church; (xii) to do such other things as may be necessary in pursuance of its responsibility for the common life of the Church.

The Eldership is aware of the Charity Commission's guidance on public benefit in "*The Advancement of Religion for the Public Benefit*" and have regard to it in their administration of Heswall United Reformed Church. The Eldership believes that, by fulfilling its responsibility to work together with the Minister and cooperate in all matters of concern and importance for the promotion of the whole mission of the church, pastoral, evangelistic, social and ecumenical, it provides a benefit to the public by:

- providing resources and facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the church offers;
- promoting Christian values, and service by members of the church to their communities, to the benefit of individuals and society as a whole.

The Eldership is responsible, *inter alia*, for the Church budget and all expenditure thereunder, the care and maintenance of church fabric and its buildings, and for any action or other matter referred to it in accordance with the Constitution, and is the normal channel of communication between members and the Mersey Synod.

## **REVIEW OF HURC ACTIVITIES AND ACHIEVEMENTS**

### **Minister**

The Revd Dr Nick Jones provides ministry to Heswall United Reformed Church [HURC] based on a 75% scoping. Up until July 2021 he provided a joint ministry with St George's URC, Thornton Hough, for which there was a 25% scoping. Since the closure of St George's URC, Thornton Hough he has provided additional support to the URC Mersey Synod on a pro-rata basis. The minister provides both spiritual and pastoral leadership to the members and adherents of HURC.

### **Church Roll**

The membership was 94 members compared to 103 in January 2021.

### **Elders' Elections**

Seven Elders were re-elected during the year. Avril Lock, Ray Craig and Steve Chantler had been due for re-election in 2020 but their term had been extended by one year because of the pandemic. The other four Elders re-elected were Marion Boden, Frances O'Brien, Jonathan Gregson and David Lock.

### **Northern College Placement**

Karen Jones, who is studying to become a Minister, joined HURC in September on a two year placement on a part time basis. A support group has been set up to support Karen with her development.

### **Employed Staff**

The church employed three part-time staff comprising a Youth Worker, a Children's & Family Worker and an Administrator. The Children's & Family Worker resigned in November to allow her time to concentrate on her studies.

### **Churches Together**

During the pandemic, HURC suspended its ecumenical support for the activities of Churches Together in Heswall which normally included attendance at monthly prayer breakfasts held at Our Lady and St Johns RC Church, pulpit exchanges and joint services. The annual all denominational walk of witness through Heswall on Good Friday did not take place due to the Covid-19 pandemic restrictions.

### **Web Content**

The content of the Church Website is continuously reviewed to reflect policy and information refreshed to ensure currency.

**Hiring Agreements for Church Premises:** The documentation for those hiring the premises was reviewed and updated. Public Liability insurance extends to Church events only, it does not cover outside hirers and this was clarified in the documentation. In 2021 room hiring charges and on-site parking charges have remained unchanged.

### **Scales of Fees**

The transparent fee scale agreed for weddings and funerals held at HURC remained unchanged.

### **Security of Confidential Information**

The security of confidential information is continually reviewed. Documents for those attending Toddlers+ are shredded when the children leave the group. Old Church Directories are now brought to the office for shredding. HURC continues to review the currency of its compliance with the Data Protection Act and, from May 2018, the General Data Protection Regulations (GDPR). The New Church Directories contain only such information as permitted by the individual, for which a signed GDPR Consent Form has been received and securely filed. The New Church Directories are issued to individuals in a controlled manner, rather than being displayed for collection. The office computer has an updated PIN number to restrict

access to sensitive information. All the filing cabinets have been checked to ensure any confidential information is segregated and contained within a locked cabinet.

### **Church Fabric**

Progress has been made towards improving the environmental footprint of the church and we are seeking registration as an ECO Church. A review took place of the lighting within the premises and the emergency lighting has been renewed. Following a routine review of the lightning protection, for insurance purposes, additional works on the earthing arrangements were undertaken to improve the earth resistance.

### **Charity Commission Trustees.**

Traditionally six trustees have been nominated by the Church. Following discussion with ACAT, HURC has a 3-year rotation policy and its trustees were reviewed in 2019 with a view to maintaining a better gender balance. The trustees were appointed at the AGM 2019.

### **Social & Spiritual Achievements**

In accordance with the Covid-19 restrictions and based on the guidance from Government and the URC, worship for the beginning of the year was largely restricted to recorded online services. As the restrictions eased a few socially distanced live services with the congregation wearing face masks were conducted together with live online services. Following a subsequent increase in Covid-19 infection rates in February the live services were suspended and did not resume again until after Easter. Live and online services continued for the remainder of the year.

Contact with the congregation was regularly maintained through either email or by post. The Pastoral group, regularly telephoned the members and friends of the church and where appropriate provided in person support.

Following the easing of restrictions post Easter the church organised activities for church members and friends. The Second Sunday Lunches resumed in December 2021. The Monthly Midweek Communion and Souper Lunches, and Healing Services remained suspended during 2021. The church organised regular Bible Study classes which are held either at the church or within the homes of church members. Bible Study classes continued using online conference facilities. House Groups, Prayer Days and Taize Services did not resume during the year.

### **Outreach**

Following the easing of Covid-19 restriction the church resumed its fulfilment of its role to the wider community, with the reestablishment of the Keep Fit for the over 60s, Badminton, and Afternoon Guild. Owing to the ongoing concerns and the lack of supervisory support, because of the resignation of the Children's & Family Worker, the Toddlers+ group has not reconvened. Whilst a decision had been taken to reopen the Youth Club, subject to ensuring a Covid Risk Assessment and the necessary volunteer support was in place, this had not occurred before the end of the year. Support is given by members of the church to a local Foodbank.

As normal charity donations organised through the church were restricted, owing to the Covid-19 pandemic, individuals were encouraged to contact the charities directly.

HURC has continued with its policy to offer to provide ceremonies for same sex marriage.

## **FINANCIAL REVIEW**

### **Independent Examiner's Report to the Trustees of Heswall United Reformed Church.**

I report on the accounts of the church for the year ended 2021, set out on the next pages.

#### **Respective responsibilities of trustees and examiner**

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

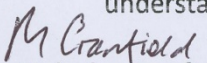
#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 you as trustees 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 matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
Malcolm Cranfield F.C.A.

31 May 2022

8 Foxcover Road, Heswall, Wirral, CH60 1YB



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FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2021						
NOTES						
1	ACCOUNTING POLICIES					
	The financial statements have been prepared in accordance with the Charities Act 1993 Section 42(3), using the Receipts and Payments basis available to small charities, and the United Reformed Church guidance.					
2	FUND ACCOUNTING					
	Unrestricted Funds may be used by the church for any of its ordinary purposes.					
	Designated Funds represent unrestricted funds set aside by the church for specific designated purposes; they can be transferred back into general funds at the church's decision.					
	Fund name & purpose:	Balance	Receipts	Payments	Transfers	Balance
		b/fwd £	in year £	in year £	for year £	c/fwd £
	Afternoon Guild	0	647	0	0	647
	Flower Fund	798	0	0	0	798
	Donation for Premises / Repair	0	1,000	0	0	1,000
	FURY FUND	456	0	0	0	456
	Totals for designated funds	1,254	1,000	0	0	2,901
	Restricted Funds represent income which may be expended only on those restricted objects provided in the terms of a trust or bequest, or donations or grants received or invited for a specific purpose. These funds can only be spent on the specific purpose for which they were given. Any balance remaining unspent must be carried forward as a balance on that fund for future expenditure on that specific purpose, or returned; it cannot be absorbed into general funds.					
	Fund name & purpose:	Balance	Receipts	Payments	Balance	
		b/fwd £	in year £	in year £	c/fwd £	
	Kalifi Fund	636	65	701	0	
	Youth Fund	1,034	0	0	1,034	
	Benevolent Fund	316	0	0	316	
	Totals for restricted funds	1,986	65	701	1,350	
		Unrestricted	Designated	Restricted	This Year	Last Year
		Funds £	Funds £	Funds £	2021	2020
					Total £	Total £
3	MONIES RAISED FOR OUTSIDE CAUSES					
	Christian Aid	0	0	0	0	0
	Jamie's Fund	0	0	0	0	0
	McMillan Cancer Support	0	0	0	0	0
	Charles Thompson Mission (Birkenhead)	0	0	0	0	0
	Save the Children	0	0	0	0	0
	North West Air Ambulance	0	0	0	0	0
	Iona Abbey Appeal	0	0	0	0	0
	Kalifi Fund	0	0	65	65	330
	Totals raised for outside causes	0	0	65	65	330
4	PROPERTY INCOME					
	Lettings income	7,153	0	0	7,153	7,320
	Weddings and funerals	0	0	0	0	120
	Total property income	7,153	0	0	7,153	7,440
5	CHURCH RUNNING COSTS					
	Gas and electricity	8,287	0	0	8,287	6,160
	Insurance	2,465	0	0	2,465	2,360
	Water rates	172	0	0	172	246
	Telephone & Internet	2,039	0	0	2,039	1,803
	Post & Stationery	370	0	0	370	419
	Photocopying	1,700	0	0	1,700	2,059
	Other admin expenses	0	0	0	0	683
	Purchase of equipment		0	0		0
	Licences, music & conduct of praise	1,251	0	0	1,251	1,462
	Cleaning	1,363	0	0	1,363	501
	Church Building Developments	172	0	0	172	0
	Staffing	19,349	0	0	19,349	20,810
	Refreshments	162	0	0	162	0
	One off costs	571	0	0	571	0
	Total church running costs	37,900	0	0	37,900	36,503

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FINANCIAL STATEMENTS YEAR ENDED 31 DECEMBER 2020						
NOTES – continued						
					This Year	Last Year
		Unrestricted	Designated	Restricted	2021	2020
		Funds £	Funds £	Funds £	Total £	Total £
<b>6</b>	<b>PROGRAMME ACTIVITY COSTS</b>					
	Pulpit Supply / Funeral Fees	30	0	0	30	0
	Missionary & Outreach	0	0	0	0	0
	FURY activities	0	0	0	0	0
	<b>Total programme activity costs</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>0</b>
<b>7</b>	<b>SUPPORT OF OUTSIDE CAUSES</b>					
	Heswall Churches Together	0				75
	Dispersal of money raised for outside causes	0	0	701	701	0
	Subscriptions	55	0	0	55	
	Compass					25
	UNA-UK					30
	Bible A Month					36
	<b>Total support of outside causes</b>	<b>55</b>	<b>0</b>	<b>701</b>	<b>756</b>	<b>166</b>
<b>8</b>	<b>MAINTENANCE OF CHURCH BUILDINGS</b>					
	Decorating	0	0	0	0	0
	Repairs & Renewals	2,223	0	0	2,223	230
	Maintenance Costs	733	0	0	733	547
	Gardens	29	0	0	29	214
	URC Building Scheme	0	0	0	0	165
	Sound & Lighting	276	0	0	276	251
	<b>Total maintenance of church buildings</b>	<b>3,260</b>	<b>0</b>	<b>0</b>	<b>3,260</b>	<b>1,407</b>
<b>9</b>	<b>MANSE MAINTENANCE /RUNNING COSTS</b>					
	Exterior repairs	0	0	0	0	0
	Manse improvements	0	0	0	0	0
	Council Charge	2,130	0	0	2,130	2,036
	Water Rates	215	0	0	215	208
	<b>Total maintenance of manse</b>	<b>2,345</b>	<b>0</b>	<b>0</b>	<b>2,345</b>	<b>2,244</b>
<b>10</b>	<b>MONETARY ASSETS</b>					
	The church monies are not held in segregated accounts, but for the sake of this financial statement the total of each account is allocated appropriately over the various funds.					
<b>11</b>	<b>ASSETS USED FOR CHURCH PURPOSES</b>					
	The church building and the manse are vested in URC Mersey Synod Trust as trustees and are not church assets. They are held for the benefit of Heswall URC in accordance with the statutory trusts applicable to URC properties under the URC Acts. For insurance purposes the church buildings are insured by the church for £2,816,439 The church contents are insured by the church for £285,558					