



## **Norbury Church, Annual Report Year ended 31 December 2022**

Norbury Church is an inclusive community of around 293 members that reaches out to the community of Hazel Grove with a wide range of social and religious services.

Norbury Church, formally known as the Ecclesiastical Parish of St. Thomas Norbury (parish number 1812) is a registered charity (no. 1130910) and is a formal part of the Church of England, the Diocese of Chester, and a member of the interdenominational Churches Together network in Hazel Grove.

The church is governed by the Parochial Church Council of the Ecclesiastical Parish of St. Thomas Norbury. The trustees are:

Incumbent	Rev'd Joshua Askwith	
Assistant Minister	Rev'd Dr. Val Hindmarsh	
Retired Clergy	Rev'd Hugh Griffiths	
Reader	Mr Richard Crocker	Deanery Synod Member
Wardens		
Elected members		
	Mrs Jill Elsby	
	Mr David Wood MBE	
	Mrs Samantha Bowden	Elected
	Mrs Faith Clarke	
	Mrs Claire Ratcliffe	Deanery Synod Member
	Mrs Maureen Hughes	
	Mrs Susan Jones	
	Mr John Millington	
	Mrs Lynne Quirke	
	Mr Stuart Shawcross	
	Mrs Pamela Southcombe	PCC Secretary CO-Opted 2021
	Mr Trevor Tinson	Treasurer
	Mrs Ann Whitehead	
	Mrs Christine Williams	
	Miss Hannah Wilson	

## **Objectives and activities**

Objects of the charity (as set out in governing document).

The primary object of the PCC is the promotion of the Gospel of our Lord Jesus Christ according to the doctrines and practices of the Church of England.

The PCC has the responsibility of co-operating with the incumbent in promoting the whole mission of the church, pastoral, evangelistic, social and ecumenical in the ecclesiastical parish of Norbury, St Thomas, Hazel Grove.

## **Reference and administration details**

Charity Name and Number

The Parochial Church Council of the Ecclesiastical Parish of St Thomas Norbury

Registered Charity No 1130910

Church of England, Diocese of Chester, Stockport Deanery, Parish No. 1812

Public Address

The Parish Office, c/o 75 Chester Road, Hazel Grove, Stockport SK7 5PE

Church premises: Norbury Parish Church, London Road, Hazel Grove, Stockport SK7 4RF

Incumbent

Reverend Joshua Askwith

75 Chester Road, Hazel Grove, Stockport SK7 5PE

Bankers

Barclays Bank plc, Hazel Grove Branch, 136 London Road, Hazel Grove, Stockport SK7 4DW

Independent Examiner

Victoria Fryman, 9 Applewood Close, Hermitage Park, Wrexham, LL13 7GU

## **Structure, governance and management**

### **Type of governing document**

The Parochial Church Council is a corporate body established by the Church of England. It operates under the Parochial Church Powers Measure (effective from 2nd January 1957).

### **Constitution**

The Parochial Church Council is responsible for all parish finance, its management and control, including the appointment of a treasurer. While it may delegate some of its duties this does not remove its legal responsibilities. These include:  
keeping 'proper accounting records', which are sufficient to show and explain all the PCC's transactions and must include a record of all relevant assets and liabilities. The records, together with the annual financial statements, must be preserved for at least six years from the end of the financial year to which they relate.

The records must:

show and explain all the PCC's transactions;

disclose the PCC's financial position at any time;

enable the required accounts to be prepared;

show on a day-to-day basis all receipts and payments and what they were for;

include a record of all assets and liabilities.

ensuring that the finances of the PCC are under its control and only delegated if the PCC can ensure that its wishes will be followed.

preparing an annual account (financial statements) and report for presentation to the Annual Parochial Church Meeting in accordance with the requirements of the Church Representation Rules.

arranging for a suitable independent examination or audit of the financial statements.

### **Selection of trustees**

The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### **Induction and training of trustees**

When new trustees are elected a training session may be held at which the responsibilities and duties of the PCC trustees are explained. Specific training is provided from time to time as needed either using local courses or courses arranged by the Diocese.

### **Organisation structure**

The full PCC met 7 times during the calendar year with an average attendance of 70% of the members. Committees met between meetings and, where necessary, matters were referred to the full PCC for discussion.

The PCC operates through a number of committees, which meet between full meetings of the PCC, and subcommittees that report through the main committees.

Standing Committee. This is the only committee required by law. It has power to transact the business of the PCC between its meetings subject to any directions given by the full Council.

Mission Contacts Group

### **Relationships with related parties**

The Norbury Church Parish Trust (No. 1105111) is an associated registered charity that manages the sports field land. The managing trustee is the Parochial Church Council. This trust has neither income nor expenditure and does not produce accounts. Any expenses are included in these PCC accounts.

### **Risk management**

The PCC looks at a particular aspect of risk management at each meeting and reviews all the identified risks over the course of a year.

Safeguarding & Child Protection is a regular item on the PCC agenda.

## **Curate's house**

27 Davenport Road was let for the whole of 2021. The tenant has caught up with missed payments.

## **Churchyard**

The churchyard was closed in 2008. Stockport MBC is responsible for maintaining the churchyard although we have to pay one third of the cost because of the legal circumstances relating to part of the churchyard

## **Norbury Church Parish Trust**

The NASC (Norbury Amalgamated Sports Club) continues to provide bowling, cricket and lacrosse games using the land held by this separate trust.

## **Worship and Prayer**

### **Worship**

Thanks to our supportive ministry team we managed to continue our worship during 2021.

Apart from the times when we were unable to gather, we worshipped together on a Sunday and Wednesday in church.

In September 2021 we embarked on a new pattern of worship that enabled more people to rejoin our 'in person' worshipping community.

This new pattern of Sunday worship includes services at 8.00, 9.30, 11.00 and 6.30. These services offer a breadth of styles with the 9.30 being a "fresh expression" of church with discussion groups and a more informal feel. The 11.00 service continues to be supported musically by a blend of organ/choir and music group/piano.

### **Prayer Ministry**

Our Ministry Team continued to gather each Monday either on Zoom or in Person to continue to pray for the church and community.

Other prayer ministry remained in abeyance through 2021.

## **Children and Young People**

2021 started very much as 2020 had finished nothing for children and families happening at church, I was having no face to face contact with them, everything being done on zoom and all other contact through email and social media.

We continued to engage with the younger church families through a family service on zoom it was run on the 2nd and 4th Sunday at 9.30am for about 20mins, we had a story, a running round activity, songs and a craft. For the craft I dropped the materials off at the 10 families homes the Thursday before the service, all in a covid safe way. This was a great success and engaged with a lot of our younger members and their parents. When covid numbers reduced we returned this to church on a Sunday at 9.30am in the Legh room,

each family sitting socially distanced from other families. We kept the same format as we had on zoom, except for running around game. This was something we could invite Baptism families too and they attended occasionally.

Messy Church at Home / Messy Church in a Bag, continued until June, basically we filmed a short messy church session on a theme, with a story or teaching, a couple of songs, an explanation of the crafts and ending with a prayer and the Messy Grace, this went out on You Tube to 4pm on the 4th Wednesday of the month, in December it went on facebook too, so it was easier to access. That was the at home bit, the bag bit involved me making up craft bags with all the materials in for the crafts and putting them outside church to be collected by the families from the Sunday before the Wednesday the session was on. Over 60 bags a month were being collected, some families let me know it was great as they could reengage with Messy Church, they couldn't come on a Wednesday as they now worked, their child had another club etc, but as it was filmed they could access it any time.

Toddlers was also still online via a short film on our Toddler group facebook page each Wednesday at 10am, this involved 2 songs, a story and a craft, but the big difference was each week I had a different visitor in the form of a puppet, so I basically spent 15 mins talking to Digby Donkey, Lulu the dog, Fluffy the Sheep and many others. Jimmy operated the puppet and the feedback was the children and adults just loved it, we were getting about 300 views of the video a week. Along with the film I produced craft bags that the parents / carers could collect with all the craft materials for about 6 weeks of activities in, again lots of photos were received of the children making the crafts and having lots of fun.

Although we could not gather for toddlers we were able to begin a new non-moving baby group. This was of great help to so many new mums over the few months that we ran it and two of them continue to come to toddler group now.

## **Holiday Club**

In August 2021 we had our first face-to-face children's event at church "Rumble in the Jungle" holiday club, we kept numbers limited to be on the safe side, but still had 56 children attending.

## **Youth**

Pathfinders continued to meet on zoom, and then progressed to meeting again at church. We worked with Josh and attained the bronze Eco award for the church. As part of our Eco discussions the group decided they would like to develop an area of the churchyard into an Eco garden. They chose an area at the far end against the railway line. In May we began clearing and tidying the area, but it was a bigger job than we expected. A working day where parents and church members came to help was a great success and we made fantastic headway with the clearing. We laid membrane to stop the growth of weeds, build bug hotels using pallets, built a planter from scratch and created a bog pond to attract insects. In October we planted autumn plants in old wheelbarrows and reclaimed plant pots. There is still a lot to do but due to winter we put a hold on everything. Thanks to those who have supported us in this project. The Pathfinder group and leaders have remained a strong unit throughout the pandemic, the youngsters attending each week either on zoom or meeting up when we could. They have got to know the leaders better as we have had more chance to chat and discuss differing subjects each week without the pressure of finishing, to get back into church or missing weeks due to attending services.

## **Exploring and Growing in Faith.**

### **Fellowship Groups**

Our fellowship groups continued to offer informal support for each other; either through telephone conversations or by meeting in the garden; when this was allowed.

### **Alpha**

In 2021 a group from Norbury Church took Alpha online. These sessions were attended by a small group of people who enjoyed watching videos, sharing fellowship and asking questions about our faith.

## **Supporting Life's Journey.**

### **Pastoral Care**

Pastoral care of our congregation has been of utmost importance during the pandemic. With many of our members being extremely vulnerable or living on their own without the regular social contact to brighten up their lives. With the help of volunteers, we have worked tirelessly to keep in contact with all those who needed care. This was aided by regular pastoral letters and phone calls from members of the ministry team.

### **Occasional Offices**

This year the clergy conducted 17 funerals in church and a further 17 at the crematorium. We also conducted 35 of burial of ashes.

The clergy also were part of [     ] number of baptisms and celebrated with 6 number of wedding couples and conducted 1 wedding blessing.

## **Supporting Life in the Community**

### **Remembrance Sunday**

This year we were able to gather at the Cenotaph on Remembrance Sunday to pay respect to all those who have died in conflicts. This year was particularly poignant as we celebrated the Poppy appeal.

### **Christmas Community Carols**

Members of Norbury Church also partnered with a local running shop to offer a Christmas Carol Dash. This event was well attended and ended with mince pies and mulled wine being served in church.

## **Being Part of Something Bigger**

We continue to support a range of outside charities and agencies, at home and abroad, both in the 13 we particularly support and promote links with, and through one-off collections, responding to particular needs.

Our "big Quiz Night" hosted once again on Zoom to support Tear Fund is a good example of this ongoing work.

We have developed strong links with the local Foodbank based at the nearby Baptist Church, the Wellspring in Stockport, Wood Street Mission, and International Aid Trust as the agency through which we channel our shoeboxes.

In 2021 we also spent some time with the local community clearing the Norbury Sports Field of litter. Over 30 bags of rubbish were collected on one Saturday morning and the Lacrosse club were very grateful for this work.

In 2021, through the dedication and hard work of our young people we were awarded the Bronze Award for these efforts and are working towards achieving our Silver award in 2022.

Development as an Eco-Church is now under the banner of our One World Group, which has focused on, inter alia, our monthly Traidcraft stall, Fairtrade lunches, and our church carbon footprint.

## **Financial Information**

### **Overview**

The general fund balance decreased by £28,868 (2020: £11,409 decrease). The deficit of general income against expenditure for the year was £28,868 (2020: £9,502 deficit).

The coming year, 2022, will continue to be financially challenging because of Coronavirus and the reduction of numbers gathering in church.

### **Income**

Regular donations decreased in the year through death or people leaving the area.

Donors who had signed Gift Aid declarations enabled the church to reclaim tax on identified gifts. The total tax claimed for all funds was £15,607 (2020: £17,954) and included £988 (2020: £779) from the Gift Aid for Small Donations Scheme (GASDS) introduced in April 2013 by HMRC.

The Messy Church services were severely curtailed but supported by specific collections of £394 (2020: £104). The total direct expenditure was £325 (2020: £367)

Legacies totalled £228,300 (2020: £1,000). Designated donations totalled £36 (2020: £808).

Total fees for occasional offices (weddings, baptisms, funerals and burials) were still affected by Coronavirus and totaled £20,817 (2020: £21,807). See Note 9 to the accounts for more detail.

Total income from room hire charges of £5,252 (2020: £3,711) was added to the General Fund to help defray the premises costs.

A CBF Church of England deposit account is used to hold both the reserves and cash in excess of that required as a working balance. The interest rate averaged 0.0525% during 2021.

### **Expenditure**

Parish Share increased to £68,132 (2020: £67,624).

Staff costs amounted to £46,276 (2020: £46,284). The church benefitted from a National Insurance rebate during the year. Note 7 to these accounts provides more information.

Total energy costs (gas and electricity) increased to £4,972 (2020: £4,725).

Grants by the PCC to other Christian charities from the General Fund were £9,070 (2020: £9,858). In addition, special designated charity collections raised a further £36 (2020: £808) bringing the total grants to charities to £9,106 (2020: £10,666).



## **Independent Examination of Accounts**

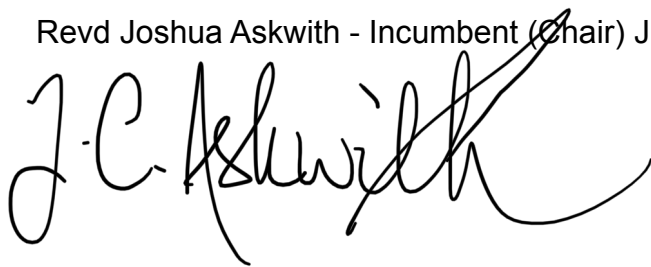
The Council express their gratitude to Mrs Victoria Fryman for examining these accounts and reporting on the PCC's financial affairs.

## **Declaration**

The trustees declare that they approved this trustees' report at a PCC meeting held on the of April 2022

Signed on behalf of the charity's trustees:

Revd Joshua Askwith - Incumbent (Chair) Jill Elsby (Churchwarden)

A handwritten signature in black ink, appearing to read 'J.C. Askwith', with a large, sweeping flourish extending from the end of the name.

# The Parochial Church Council of the Ecclesiastical Parish of St Thomas, Norbury

Accounts for the year from  
1st January 2020 to 31st December 2021

## Statement of Financial Activities

	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total</i>	<i>Total</i>
	<i>funds</i>	<i>funds</i>	<i>this year</i>	<i>last year</i>
<b>Incoming resources (Note 3)</b>				
<b>Incoming resources from generated funds</b>	£	£	£	£
Voluntary income	98025	229239	327264	122462
Activities for generating funds	7879	40	7918	5260
Investment income	11621	127	11748	12830
<b>Incoming resources from charitable activities</b>	27469	4635	32104	26446
<b>Other incoming resources</b>	0	0	0	0
<b>Total incoming resources</b>	<b>144993</b>	<b>234041</b>	<b>379034</b>	<b>166997</b>
 <b>Resources expended (Notes 4-8)</b>				
<b>Costs of generating funds</b>				
Costs of generating voluntary income	2269	0	2269	447
Fundraising trading costs	0	0	0	1316
Investment management costs	0	0	0	0
<b>Charitable activities</b>	171582	4502	176084	173957
<b>Governance costs</b>	30	0	30	35
<b>Other resources expended</b>	0	0	0	0
<b>Total resources expended</b>	<b>173881</b>	<b>4502</b>	<b>178383</b>	<b>175754</b>
 <b>Net incoming/(outgoing) resources before transfers</b>	<b>-28888</b>	<b>229539</b>	<b>200651</b>	<b>-8757</b>
 <b>Gross transfers between funds in</b>	20	0	20	2110
<b>Gross transfers between funds out</b>	0	-20	-20	-2110
 <b>Net incoming/(outgoing) resources before other recognised gains and losses</b>	<b>-28868</b>	<b>229519</b>	<b>200651</b>	<b>-8757</b>
 <b>Other recognised gains/losses</b>				
Gains and losses on revaluation of fixed assets for the charity's own use	0	0	0	0
Gains and losses on investment assets	0	0	0	0
<b>Net movement in funds</b>	<b>-28868</b>	<b>229519</b>	<b>200651</b>	<b>-8757</b>
 <b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	97443	350228	447672	456429
 <b>Total funds carried forward</b>	<b>68575</b>	<b>579747</b>	<b>648323</b>	<b>447672</b>

## Balance sheet

		<i>Unrestricted funds</i>	<i>Restricted funds</i>	<i>Total this year</i>	<i>Total last year</i>
<b>Fixed Assets</b>		£	£	£	£
Tangible assets	(Note 10)	0	110001	110001	110001
Investment assets	(Note 11)	0	0	0	0
<b>Total fixed assets</b>		<b>0</b>	<b>110001</b>	<b>110001</b>	<b>110001</b>
<b>Current Assets</b>					
Debtors	(Note 12)	9007	282	9289	7986
Short term deposits		48000	270000	318000	323000
Cash at bank and in hand		14225	199562	213786	9265
<b>Total current assets</b>		<b>71231</b>	<b>469844</b>	<b>541075</b>	<b>340251</b>
<b>Creditors</b>					
Amounts falling due within one year	(Note 13)	2656	98	2754	2581
<b>Net current assets/liabilities</b>		<b>68575</b>	<b>469746</b>	<b>538322</b>	<b>337671</b>
<b>Total assets less current liabilities</b>		<b>68575</b>	<b>579747</b>	<b>648323</b>	<b>447672</b>
<b>Creditors</b>					
Amounts falling due after one year		0	0	0	0
Provision for liabilities or charges		0	0	0	0
<b>Net assets</b>		<b>68575</b>	<b>579747</b>	<b>648323</b>	<b>447672</b>
<b>Funds of the charity</b>	(Note 14)	£	£	£	£
Unrestricted funds		68575	0	68575	97443
Restricted income funds		0	579747	579747	350228
Endowment funds		0	0	0	0
<b>Total funds</b>		<b>68575</b>	<b>579747</b>	<b>648323</b>	<b>447672</b>

Notes 1 to 14 on the following pages form part of these accounts.

Approved by the Parochial Church Council on xxxxxx and signed on its behalf by:

Revd Joshua Askwith (Chair)

Jill Elsby (Warden)

## **Gifts in kind**

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as incoming resources when receivable.

## **Donated services and facilities**

These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

## **Volunteer help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

## **Investment income**

This is included in the accounts when receivable.

## **Investment gains and losses**

These include any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

## **Expenditure and Liabilities**

### **Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

### **Governance costs**

These include the costs of the maintaining and updating the financial software package used, preparation and examination of statutory accounts, the costs of trustee meetings and the cost of any professional advice to trustees on governance or constitutional matters.

### **Grants with performance conditions**

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are recognised in the SoFA once the recipient of the grant has provided the specified service or output.

### **Grants payable without performance conditions**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. staff costs by time spent, other costs by their usage.

## **Assets**

### **Tangible fixed assets for use by the charity**

These are capitalised if they can be used for more than one year and cost at least £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

### **Investments**

Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investments and assets are included at trustees' best estimate of market value.

### **Stock and work in progress**

These are valued at the lower of cost or market value.

## **Policies additional to or different from those above.**

### **Funds**

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application to the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Note 14 lists the individual funds, both restricted and unrestricted. The Vicar's Aid Fund is an emergency fund for the personal disbursement of aid by the incumbent. The other funds are defined by their titles.

### **Reserves policy**

Between one and two months' expenditure is normally held as balances in the current bank accounts. The remaining reserves are held in an interest bearing deposit account with the CBF Church of England Deposit Fund.

### **Fixed assets**

The fixed asset 27 Davenport Road, Hazel Grove, has been shown at market value based on the estimate of the letting agent in 2001. The lawned Garden of Remembrance is now fully amortised. The recreational land is shown at a nominal sum as the market value is unknown.

### **Consecrated land and buildings**

The PCC is responsible for maintenance and insurance. Costs associated with maintenance and improvement are written off in the year in which they are incurred.

### **Church furnishings**

Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted for as inalienable property unless consecrated. They are listed in the church's inventory, which can be inspected by appointment.

### **Other fixture, fittings and office equipment.**

Equipment used within the church premises is normally depreciated on a straight-line basis over four years.

### **Current assets**

Amounts owing to the PCC at 31<sup>st</sup> December in respect of fees, rents or other income are shown as debtors less provision for any amounts that may prove to be uncollectable. Short-term deposits are cash held on deposit with the CBF Church of England Deposit Fund.

### **Stock**

No stock is currently held as all tablets and vases have been used.

### **Cash handling**

Cash received in collections and envelopes is counted and verified by at least two independent persons and is stored in a safe until taken to the bank. Donors are encouraged to make donations by standing order to minimise the amount of cash to be handled.

### **Payments**

Payments are made by direct debit, standing order, internet banking transfer and increasingly less by cheque. These require signatures from any two of the following: treasurer and churchwardens. Payments may not be authorised by a beneficiary of the payment.

### Note 3. Analysis of incoming resources

	<i>Unrestricted</i>	<i>Restricted</i>	<i>This year</i>	<i>Last year</i>
<b>Voluntary Income</b>				
Planned giving – Standing orders/cheques	62830	0	62830	67182
Planned giving – Envelopes	14171	0	14171	20803
Planned giving – Tax refund	15534	0	15534	17803
Shoeboxes - tax refund	0	10	10	0
General collections, all services	2873	0	2873	2984
General donations	1670	496	2166	863
Flower donations inc tax refund	6	377	384	845
Churchyard donations inc tax refund	5	20	25	50
Designated donations	0	36	36	808
Grants	935	0	935	10125
Legacies	0	228300	228300	1000
<b>Total</b>	<b>98025</b>	<b>229239</b>	<b>327264</b>	<b>122462</b>
<b>Activities for generating funds</b>				
Narthex external lettings	4449	0	4449	2979
Fund raising events	3430	0	3430	1010
Traidcraft stall	0	40	40	1271
<b>Total</b>	<b>7879</b>	<b>40</b>	<b>7918</b>	<b>5260</b>
<b>Investment Income</b>				
Interest received	41	127	168	1370
Rent (27 Davenport Road & parking permissions)	11580	0	11580	11460
<b>Total</b>	<b>11621</b>	<b>127</b>	<b>11748</b>	<b>12830</b>
<b>Incoming resources from charitable activities</b>				
Narthex internal lettings	804	0	804	732
Event income (Note 15)	0	2700	2700	1400
Magazine sales	0	0	0	1719
Social events	0	0	0	38
Toddler Group income	0	1251	1251	750
Occasional office fees and deposits (Note 9 )	26665	0	26665	21261
Organ use fees	0	684	684	396
Churchyard fees	0	0	0	150
<b>Total</b>	<b>27469</b>	<b>4635</b>	<b>32104</b>	<b>26446</b>
<b>Other incoming resources</b>				
Miscellaneous	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Incoming Resources</b>	<b>144993</b>	<b>234041</b>	<b>379034</b>	<b>166997</b>

## Note 4. Analysis of resources expended

	<i>Unrestricted</i>	<i>Restricted</i>	<i>This year</i>	<i>Last year</i>
<b>Cost of generating funds</b>				
Envelope system and appeal costs	0	0	0	0
Fundraising event costs	2269	0	2269	447
Social event costs	0	0	0	0
<b>Total</b>	<b>2269</b>	<b>0</b>	<b>2269</b>	<b>447</b>
<b>Trading costs</b>				
Traidcraft stall stock purchases	0	0	0	404
Traidcraft profit paid over	0	0	0	912
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1316</b>
<b>Investment management costs</b>				
None	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Charitable activities</b>				
<i>Grants: (Note 8)</i>				
Church mission overseas	3210	0	3210	3630
Overseas relief and development	2735	0	2735	3280
Home church mission	1790	0	1790	2008
Home relief and development	1335	0	1335	940
Parachurch organisations	0	0	0	0
Designated collections	0	36	36	808
<b>Subtotal</b>	<b>9070</b>	<b>36</b>	<b>9106</b>	<b>10666</b>
<i>Ministry:</i>				
Parish Share	68132	0	68132	67624
Diocesan fees	9397	0	9397	9653
External minister fees	324	0	324	403
Organist / Choir / Bellringer fees	1382	0	1382	468
Vicar's expenses	949	0	949	763
Vicarage expenses	4138	0	4138	4286
Curate's expenses	271	0	271	157
Lay Worker and speaker's expenses	0	0	0	0
<b>Subtotal</b>	<b>84592</b>	<b>0</b>	<b>84592</b>	<b>83354</b>
<i>Worship:</i>				
Service costs	256	0	256	95
Service resources and gifts	1819	0	1819	2389
Flower costs	0	123	123	431
Musical instruments	75	0	75	178
Adult training, education and mission	450	0	450	462
Mission Outreach expenses	123	394	517	578
Musicians fees and expenses	1251	0	1251	1016
Allocated wages	10270	0	10270	10360
Allocated NI costs	598	0	598	617
Allocated pension costs	978	0	978	955
Allocated admin costs	118	0	118	428
Miscellaneous	4	40	43	23
Recognition gifts	15	0	15	0
Hospitality supplies	364	0	364	210
<b>Subtotal</b>	<b>16320</b>	<b>556</b>	<b>16876</b>	<b>17741</b>

*Childrens and youth work:*

Children's worker wages, NI, pension	16152	0	16152	16060
Children's worker expenses	138	0	138	56
Children's Worker training	485	0	485	0
Allocated admin costs	686	0	686	513
Education resources	381	279	660	1227
Event costs (Note 15)	0	2084	2084	1827
Toddler Group expenses	0	1546	1546	735
Hospitality and miscellaneous	74		74	42
Subtotal	<b>17915</b>	<b>3909</b>	<b>21825</b>	<b>20460</b>

*Church premises:*

	<i>Unrestricted</i>	<i>Restricted</i>	<i>This year</i>	<i>Last year</i>
Allocated wages	12075	0	12075	11828
Allocated NI costs	782	0	782	806
Allocated pension costs	1279	0	1279	1248
Allocated admin costs	189	0	189	259
Heat, light, power	4972	0	4972	4725
Insurance	5274	0	5274	5114
Cleaning materials	928	0	928	1006
Maintenance contracts	2009	0	2009	934
Security system contracts	772	0	772	730
Repairs and renewals	1641	0	1641	813
Car park maintenance	4	0	4	0
Vandalism repairs	0	0	0	0
Major works	0	0	0	0
Equipment	1471	0	1471	2854
Subtotal	<b>31394</b>	<b>0</b>	<b>31394</b>	<b>30319</b>

*Curate's house/land*

Insurance	573	0	573	514
Repairs, security, maintenance	1478	0	1478	628
Letting agents fees	1332	0	1332	1332
Admin. wages, NI, pension, expenses	0	0	0	0
Miscellaneous	0	0	0	0
Subtotal	<b>3383</b>	<b>0</b>	<b>3383</b>	<b>2473</b>

*Churchyard:*

Gardening	2437	0	2437	2437
Digger fees	38	0	38	150
Path & weed maintenace	984	0	984	66
Allocated wages	3293	0	3293	3272
Allocated NI costs	153	0	153	158
Allocated pension costs	251	0	251	245
Allocated admin costs	306	0	306	404
Playing Fields	0	0	0	0
Subtotal	<b>7461</b>	<b>0</b>	<b>7461</b>	<b>6732</b>



*Public communications:*

Postage costs	198	0	198	1113
Admin. wages, NI, pension, expenses	802	0	802	995
Notice board costs	40	0	40	66
Web site	407	0	407	0

Subtotal	<b>1447</b>	<b>0</b>	<b>1447</b>	<b>2174</b>
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<b>Total charitable activities</b>	<b>171582</b>	<b>4502</b>	<b>176084</b>	<b>173918</b>
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**Governance costs**

Governance expenses	30	0	30	35
Admin. wages, NI, pension, expenses	0	0	0	0
Professional fees	0	0	0	0

<b>Total</b>	<b>30</b>	<b>0</b>	<b>30</b>	<b>35</b>
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**Other resources expended**

	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total resources expended</b>	<b>173881</b>	<b>4502</b>	<b>178383</b>	<b>175715</b>
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*Public communications:*

Postage costs	198	0	198	1113
Admin. wages, NI, pension, expenses	802	0	802	995
Notice board costs	40	0	40	66
Web site	407	0	407	0

Subtotal	<b>1447</b>	<b>0</b>	<b>1447</b>	<b>2174</b>
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<b>Total charitable activities</b>	<b>171582</b>	<b>4502</b>	<b>176084</b>	<b>173918</b>
------------------------------------	---------------	-------------	---------------	---------------

**Governance costs**

Governance expenses	30	0	30	35
Admin. wages, NI, pension, expenses	0	0	0	0
Professional fees	0	0	0	0

<b>Total</b>	<b>30</b>	<b>0</b>	<b>30</b>	<b>35</b>
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**Other resources expended**

	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total resources expended</b>	<b>173881</b>	<b>4502</b>	<b>178383</b>	<b>175715</b>
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## Note 5. Support costs

The support costs of the church are mainly provided by volunteers. These include management, finance, information technology and human resources. As a result the support costs are not analysed in these accounts.

## Note 6. Details of certain items of expenditure

### 6.1. Trustee expenses

	<i>This year</i>	<i>Last year</i>
No trustees were paid expenses	0	0

### 6.2 Fees for examination or audit of the accounts

	<i>This year</i>	<i>Last year</i>
Independent examiner's fees	0	0

## Note 7. Paid employees

### 7.1 Staff costs

	<i>This year</i>	<i>Last year</i>
Gross wages and benefits in kind	44,114	44,150
Employer's National Insurance costs	0	0
Employer's pension scheme contributions	2,162	2,134
<b>Total amount paid</b>	<b>46,276</b>	<b>46,284</b>

### 7.2 Average number of full-time equivalent employees in the year

	<i>This year</i>	<i>Last year</i>
Fundraising	0.00	0.00
Charitable activities	1.92	1.92
Governance	0.00	0.00
<b>Total full-time equivalent employees</b>	<b>1.92</b>	<b>1.92</b>

### 7.3 Allocation of wages and expenses

	<i>This year</i>		<i>Last year</i>	
<i>Administrator</i>	<i>Hours/month</i>	<i>£</i>	<i>Hours/month</i>	<i>£</i>
Churchyard	9	1310	9	1303
Premises	14	1966	14	1956
Public Communications	5	655	5	652
Worship	18	2621	18	2608
<b>Total</b>	<b>46</b>	<b>6552</b>	<b>46</b>	<b>6519</b>
<i>Verger and Assistant vergers</i>				
Churchyard	16	2356	16	2246
Premises	83	12017	83	11456
Worship	64	9189	64	8761
<b>Total</b>	<b>163</b>	<b>23562</b>	<b>163</b>	<b>22463</b>

*N.B. the allocations above are based on an assessment of the average hours spent on each activity*

### Child and Youth workers

Child worker	104	16075	104	15859
<b>Total</b>	<b>104</b>	<b>16075</b>	<b>104</b>	<b>15859</b>

## Note 8. Grantmaking

### 8.1 Grants made from PCC general funds

	<i>Purpose</i>	<i>This year</i>	<i>Last year</i>
<i>Church mission overseas:</i>			
Bible Society	Production and distribution of the Bible worldwide	990	990
Church Mission Society	Church mission worldwide	2,220	2,640
<i>Overseas relief and development</i>			
Christian Aid	Relief / aid to the third world	700	700
Jeel al Amal Orphanage Palestine	Support for orphaned children	445	470
Tearfund	Relief / aid to the third world	700	700
The Leprosy Mission	Aid for leprosy sufferers	445	470
<i>Home mission</i>			
Christians in Schools Trust	Stockport Christian schools workers	900	1,068
Church Pastoral Aid Society	Church education and mission support	445	470
Scripture Union	Children's work	445	470
Bible Reading Fellowship	Children's work	0	0
<i>Home relief and development</i>			
Adoption Matters Northwest	Child adoption services	445	470
Mission to Seafarers	Church mission to seafarers	445	470
The Children's Society	Support for homeless and abused children	445	470
The Wellspring (Stockport)	Feeding and support for homeless people in Stockport	445	470
<i>Parachurch Organisations</i>			
Churches Together in Hazel Grove	Expenses for running the local Churches Together activities	0	0
<b>Total grants</b>		<b>9,070</b>	<b>9,858</b>

### 8.2 Designated special charity collections passed through the PCC accounts

	<i>Purpose</i>	<i>This year</i>	<i>Last year</i>
Barnados	Local Aid	0	72
Children's Society (Christingle service)	Support for children	36	663
The Christie	Local Aid	0	72
The Wellspring	Local Aid	0	1
<b>Total special collections</b>		<b>36</b>	<b>808</b>

### 8.3 Other designated collections passed through the PCC accounts

	0.00	0.00
<b>Total other designated collections</b>	<b>0.00</b>	<b>0</b>

**Note 9. Occasional Offices**

	<b>Fees Rec'd</b>	<b>Fees paid</b>	<b>Fees rec'd last year</b>	<b>Fees paid last year</b>
PCC fees	9,792	0	10,984	0
Diocesan fees	9,319	9,397	9,985	9,653
Paid Minister fees	324	324	370	403
Musician fees	1,043	1,043	468	468
Choir / Bellringer fees	339	339	0	0
	<b>20,817</b>	<b>11,103</b>	<b>21,807</b>	<b>10,524</b>

**Note 10. Assets****10.1 Tangible fixed assets***Freehold land and buildings*

	<i>(Restricted) Recreational land</i>	<i>(Restricted) Curates house</i>	<i>(Restricted) Gardens of Remembrance</i>	<i>Total</i>
<b>Balance brought forward</b>	<b>1</b>	<b>110,000</b>	<b>0</b>	<b>110,001</b>
Additions	0	0	0	0
Revaluation	0	0	0	0
Amortisation	0	0	0	0
<b>Balance carried forward</b>	<b>1</b>	<b>110,000</b>	<b>0</b>	<b>110,001</b>

*The value of the Gardens of Remembrance is based on the original cost less the value of plots already used.*

**Note 11. Investment Assets**

The charity does not have any investment assets.

**Note 12. Debtors and Debtor Prepayments**

<i>Amounts falling due within one year</i>	<i>Unrestricted</i>	<i>Restricted</i>	<i>This year</i>	<i>Last year</i>
Gift Aid tax due for repayment	4,151	0	4,151	5,720
Donations received but not cleared	751	0	751	0
Accrued Diocesan fees	296	0	296	0
Accrued Paid Minister fees	98	0	98	0
Accrued Occasional Office fees	1,212	108	1,320	0
Magazine sales outstanding	0	0	0	42
Narthex hire: invoices raised but not paid	752	0	752	0
Interest on deposit account	7	24	31	182
Annual contracts prepaid into 2021	1,740	0	1,740	1,892
Event booking fees prepaid for 2021	0	150	150	150
<b>Total</b>	<b>9,007</b>	<b>282</b>	<b>9,289</b>	<b>7,986</b>

### Note 13. Creditors and Creditor Prepayments

<i>Amounts falling due within one year</i>	<i>Unrestricted</i>	<i>Restricted</i>	<i>This year</i>	<i>Last year</i>
Diocesan Fees due	338	0	338	904
Retiring Barnados	0	0	0	72
Retiring Collection Children's Society	0	58	58	22
Baptism / Wedding fees deposits	250	0	250	414
Stephensons	369	0	369	0
Pickerings	75	0	75	0
L & L Dark	0	40	40	0
Vicarage water charges accrued	163	0	163	165
J Askwith expenses	476	0	476	142
T Tinson expenses	0	0	0	18
Accrued curate expenses	20	0	20	13
Photocopier charges	16	0	16	0
Gas consumed but not paid	534	0	534	508
Electricity consumed but not paid	175	0	175	105
Accrued telephone costs	239	0	239	219
<b>Total</b>	<b>2,656</b>	<b>98</b>	<b>2,754</b>	<b>2,581</b>

### Note 14. Analysis of Net Current Assets by Fund

<i>Current assets</i>	<i>Unrestricted</i>	<i>Restricted</i>	<i>This year</i>	<i>Last year</i>
General fund	67075	0	67075	95943
Vicars Aid Reserve Fund	1500	0	1500	1500
AV project	0	-10613	-10613	-10613
Children's events funds	0	806	806	190
Flower fund	0	3747	3747	3493
Heating Fund	0	-5514	-5514	-5514
Maintenance Fund	0	455798	455798	227384
Organ fund	0	25216	25216	24520
Shoebox Fund	0	208	208	96
Toddler Fund	0	135	135	430
Puppet Ministry	0	-37	-37	242
<b>Total net current assets</b>	<b>68575</b>	<b>469747</b>	<b>538322</b>	<b>337671</b>
<i>Fixed Assets for Church use (Note 9)</i>				
Curate's House	0	110000	110000	110000
Churchyard Gardens of Remembrance	0	0	0	0
Recreational land	0	1	1	1
<b>Net Assets total</b>	<b>68575</b>	<b>579748</b>	<b>648323</b>	<b>447672</b>

<b>Analysis of General Fund components</b>	<i>Income</i>	<i>Expenditure</i>	<i>Gain/Loss(-)</i>	<i>Balance c/f</i>
Ministry, Premises, Grants, Wages, etc.	139761	173881	-34120	67075
Narthex letting income	5252	0	5252	0 *
Vicars aid fund	0	0	0	1500
<b>General Fund Total</b>	<b>145013</b>	<b>173881</b>	<b>-28868</b>	<b>68575</b>

## **Note 15. Analysis of Events**

	<i>Income</i>	<i>Expenditure</i>	<i>Gain/Loss(-)</i>	<i>Balance c/f</i>
Shoe Box	506	394	112	208
Puppet Ministry	0	279	-279	-37
Holiday Club week	2700	2084	616	656
Savio House childrens event	0	0	0	150
<b>Events Total</b>	<b>3206</b>	<b>2757</b>	<b>449</b>	<b>977</b>

*\*Surpluses/losses are transferred to/from the appropriate fund at the conclusion of the year/event/collection*

*See also Note 8.2 for analysis of Special collections*

# **Report to the Parochial Church Council of St Thomas, Norbury, Hazel Grove**

**on the accounts for the year ended 31<sup>st</sup> December 2021  
set out on pages 7 to 20**

**Diocese of Chester - Parish No: 1812  
Registered Charity 1130910**

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

The members of the PCC, the trustees of the charity, consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 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 the General Directions given by the Charity Commissioners. 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 considering any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

## **Independent examiner's statement**

In the course of my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
  - a. proper accounting records are kept (in accordance with section 41 of the Act); and
  - b. accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Date: 22.3.22

Mrs Victoria Fryman  
9 Applewood Close  
Hermitage Park  
Wrexham  
LL13 7GU