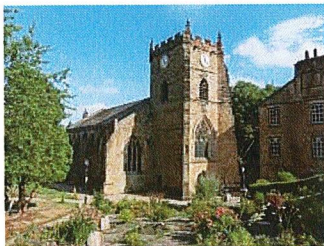
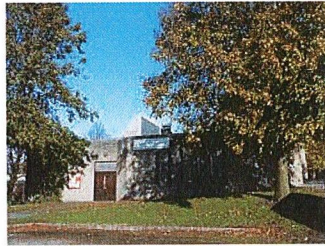


# Diocese of Liverpool

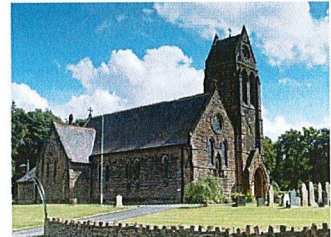
## The Parish of Up Holland & Dalton



**St Thomas the Martyr  
Church**  
Church Street,  
Up Holland, Skelmersdale,  
WN8 0ND



**Christ The Servant  
Church**  
Birkrig,  
Digmoor, Skelmersdale  
WN8 9HW



**St Michael & All Angels  
Church**  
Higher Lane,  
Dalton, Skelmersdale  
WN8 7RP

## Annual Report and Accounts for the Parochial Church Council

**Year ending 31<sup>st</sup> December 2022.**





### **Administrative information**

The Up Holland Parish Team consists of the Churches of:

St Thomas the Martyr Parish Church,  
Church Street,  
Up Holland,  
Lancashire WN8 0ND.

Christ the Servant Church  
Birkrig,  
Skelmersdale,  
Lancashire WN8 9HW.

St Michael & All Angels Church  
Higher Lane,  
Dalton, Skelmersdale  
WN8 7RP

Parish website: <https://www.uphollanddalton.org.uk/>

Situated in the Ormskirk Deanery within the Diocese of Liverpool. (Parish Number 733)

Charity number: 1131230

The Liverpool Diocesan Board of Finance acted as Custodian Trustee for the inalienable property of the churches.

Appointed Architects:

For the three churches of: St Thomas the Martyr Parish Church, Up Holland  
Christ the Servant Church, Digmaor  
St Michael & All Angels Parish Church, Dalton

are: Kepczyk Pearce Sanderson  
Architects, Surveyors & Historic Building Consultants  
75 Wilmslow Road, Handforth, Cheshire, SK9 3EN

Bankers: HSBC Ormskirk  
5 Moor Street, Ormskirk L39 2AB

Independent Financial Examiner:

Paul Rothwell,  
Myersons Chartered Accountants  
32 Derby Street, Ormskirk, Lancashire, L39 2BY

Legal advisor: No-one on retention, all legal advice obtained through  
St James' House, Liverpool.

### **Duties and Responsibilities of the Parochial Church Council (PCC):**

The PCC works together in consultation with the incumbent on matters of general concern and importance to the parish.

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

The functions of parochial church council include:

- a) co-operating with the incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical;
- b) the considering and discussing of matters concerning the Church of England or any other matters of religious or public interest, but not the declaration of the doctrine of the Church on any question;
- c) making known and putting into effect any provision made by the diocesan synod or the deanery synod;
- d) giving advice to the diocesan synod and the deanery synod on any matter referred to the council;
- e) raising such matters as the council consider appropriate with the diocesan synod or deanery synod.

In the exercise of its functions the Parochial Church Council (PCC) takes into consideration any expression of opinion by any parochial church meeting.

The PCC is responsible for the good order, repair and appropriate use of properties owned by or invested in the ecclesiastical parish, which currently consists of:

St Thomas the Martyr Parish Church, Up Holland  
St Michael & All Angels Parish Church, Dalton  
Christ the Servant Church, Digmoor  
Oak House, Tanhouse  
The Parish Rooms (located at St Thomas the Martyr CE Primary School),  
The Rectory located in Up Holland,  
The Vicarage located in Dalton (*please note we are currently using the Vicarage in Digmoor for clergy housing, this is for pastoral reasons*)  
A curate's house located in Beacon View Drive, Up Holland

It also ensures that any work carried out in the property it manages complies with statutory and Church of England regulations.

The PCC is also responsible for the management of the parish finances and resources. It must ensure that all financial conduct is in line with statutory and Church of England regulations.

### **Daily Management:**

The incumbent is the Chair of the PCC. Day to day management has been exercised by the incumbent, Churchwardens, PCC Secretary and PCC Treasurer.

**Parish Clergy**

The Revd. Paul Lock, Rector,  
The Rectory, College Road, Up Holland, WN8 0PY 01695 622936

The Revd. Jack Shepherd, Missional Priest,  
The Vicarage, 158 Back Lane, Skelmersdale, WN8 9BX 07415 122370

**Address for official correspondence:**

The Rectory, College Road, Up Holland, WN8 0PY 01695 622936

**Churchwardens****St Thomas the Martyr Parish Church, Up Holland**

Dennis Roughley	29, Delphside Road, Orrell, Wigan WN5 8TR	07740 164447
Brenda Entwistle	23, Hallbridge Gardens, Up Holland, WN8 0EP	07534 623544

**Christ the Servant Church, Digmoor**

Denise Givens	1 Heatherlea Close, Up Holland, WN8 0NX	07904 364347
Steve Holmes	143 Eskdale, Skelmersdale WN8 6ED	07752 580982

**St Michael & All Angels Parish Church, Dalton**

Steph Ellis	Mount Farm, Higher Lane, Dalton WN8 7RA	<i>(resigned 11<sup>th</sup> July 2022)</i>
Neil Girvin	34, Ambleside Close, Skelmersdale WN8 9NX	07369 236125

**PCC Secretary:**

Elisabeth Heyes	9, Tontine Road, Up Holland, WN8 0NF	01695 622238
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**The PCC Treasurer:**

Barbara Roughley	29, Delphside Road, Orrell, WN5 8TR	01695 624431
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## List of Members of The Parochial Church Council

### Ex-Officio Members

The Revd. Paul Lock	Rector	paull.uph.dal@outlook.com
The Revd. Jack Shepherd	Missional Priest	(on secondment from 3 <sup>rd</sup> April 2023)
Dennis Roughley	Churchwarden	crm.ltd@live.co.uk
Brenda Entwistle	Churchwarden	bechoir@outlook.com
Denise Givens	Churchwarden	denisegivens68@gmail.com
Steve Holmes	Churchwarden	steveholmes1.sh.sh@gmail.com
Steph Ellis	Churchwarden	Resigned 11 <sup>th</sup> July 2022
Neil Girvin	Churchwarden	neilgirvin@sky.com
The Revd. Chris Dunbar	Assistant Curate	chrisduphdal@outlook.com
The Revd. Paul Givens	Assistant Curate	paulgivens68@outlook.com

### Deanery Synod Members

John Gardner	from STM Church	john.gardner119@gmail.com
Paul Givens	from CTS Church	revpaul@beaconchurches.org.uk
Elisabeth Heyes		elisabethheyes@btinternet.com
Steve Holmes	from CTS Church	steveholmes1.sh.sh@gmail.com
Alaric Hicks	from SMD Church	alarichicks@aol.com

### Representatives elected from St Thomas the Martyr Church

David Wright	dash1321@msn.com
Martin Starkey	martin.starkey@talktalk.net
Hilary Wankling	hilaryjw538@gmail.com
Helen Foster	helen.rob69@btinternet.com
Dorothy Smith	dorothy.s@hotmail.co.uk

### Representatives elected from Christ the Servant Church

Beryl Trainor	bimpsjt@hotmail.com
Jen Williams	jen@savethenmake.co.uk
Alison Woods	naliwoods1@gmail.com
Angela Neilson	
Valerie Garner	vlmgar@btinternet.com

### Representatives elected from St Michael & All Angels Church

Linda Ray	lpray@live.co.uk
Gaynor Goodson	gaynorgoodson48@gmail.com
David Hutton	Resigned 30 <sup>th</sup> March 2023
Eve Barr	e.barr73@yahoo.co.uk
Sylvia Samples	sylsamples@sky.com

### PCC Secretary

Elisabeth Heyes	elisabethheyes@btinternet.com
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### PCC Treasurer

Barbara Roughley	b-roughley@live.co.uk
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### Vice Chair

Alison Woods	naliwoods1@gmail.com
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### PCC Electoral Roll Officer

Alison Woods	naliwoods1@gmail.com
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### PCC Safeguarding Officer

Denise Givens	denisegivens68@gmail.com
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### Safeguarding Officers for each church

John Gardner for STM		john.gardner119@gmail.com
Beryl Trainor	for CTS	bimpsjt@hotmail.com
Linda Ray	for SMD	lpray@live.co.uk

## **The Parish of Up Holland and Dalton**

Came into being on 1<sup>st</sup> April 2020 under the Pastoral Scheme below.

### **Termination of team ministry**

The 1973 Up Holland team ministry shall be terminated.

### **Union of benefices and parishes**

1. The benefice of Up Holland and the benefice of Saint Michael and All Angels, Dalton in the diocese of Liverpool shall be united to create a new benefice which shall be named "The Benefice of Up Holland and Dalton", which shall be a rectory.
2. The parish of Up Holland and the parish of Saint Michael and All Angels, Dalton shall also be united to create a new parish which shall be named "The Parish of Up Holland and Dalton" and shall comprise the area of the new benefice.

### **Parish churches**

The church of Saint Thomas the Martyr, being the parish church of the parish of Up Holland and the church of Saint Michael and All Angels, being the parish church of the parish of Saint Michael and All Angels, Dalton shall both be parish churches of the new parish.

### **Archdeaconry and deanery**

The new benefice and parish shall belong to the archdeaconry of Wigan and West Lancashire and the deanery of Ormskirk.

### **Representation of the laity**

The bishop may by Instrument under his hand make provision for ensuring that the congregation of every church or place of worship in the new parish will have its own elected representatives of the laity on the parochial church council of the new parish.

### **Designation of first incumbent**

If immediately before this Scheme comes into operation the Reverend Paul Lock holds an ecclesiastical office in either of the benefices referred to in clause 2(1) hereof, he shall be the first incumbent (Rector) of the new benefice.

### **Assistant curates: consequential provision**

If immediately before this Scheme comes into operation any person holds an office of assistant curate (however described) in either of the benefices or parishes referred to in clause 2 hereof he, she or they shall as consequence of the union of benefices and parishes effected by the Scheme hold such office or offices subject to the same terms of service in the new benefice and/or parish of Up Holland and Dalton as the Bishop shall direct.

### **Place of residence**

The parsonage house of the benefice of Up Holland (known as 1a College Road, Up Holland, Skelmersdale WN8 0PY) shall be the place of residence of the incumbent of the new benefice.

### **Transfer of parsonage house**

The parsonage house of the benefice of Saint Michael and All Angels, Dalton (known as 88 Lyndhurst, Skelmersdale, WN8 6UH), together with the site and appurtenances thereof and the grounds usually occupied and enjoyed therewith, shall without any conveyance or other assurance be transferred to the Liverpool Diocesan Board of Finance to be held by the said Board as part of the diocesan glebe land of the diocese of Liverpool.

### **Patronage**

Subject to clause 6 hereof, the right of presentation to the new benefice shall on each occasion be exercised jointly by the Bishop of Liverpool in his corporate capacity, the archdeacon of the archdeaconry to which the benefice shall for the time belong; and the lay chair of the deanery synod of the deanery to which the benefice belongs.

### **Amendment of the group ministry**

1. The group ministry established by the 1982 Scheme, as consequentially amended by the 2012 Scheme, shall be further amended so that the new benefice of Up Holland and Dalton shall be substituted for the benefice of Up Holland and the benefice of Saint Michael and All Angels, Dalton.
2. If pursuant to clause 6 hereof the Reverend Paul Alan Lock becomes the incumbent of the new benefice of Up Holland and Dalton created pursuant to clause 2 hereof, he shall be the first person to hold that benefice as a benefice in the group.

### **Coming into operation of this Scheme**

This Scheme shall come into operation on 1<sup>st</sup> April 2020.

### **Oak House**

In 2004, Duncan and Ann Petty moved from St John's Burscough to plant Oaks in Skelmersdale with a desire to see renewal in the local community. A small team was established. At the beginning, Oaks met regularly as a small group in Duncan and Ann's house on Elmers Green, but they found that this was on the edge of the community and not an ideal location for building connections with people they were seeking to reach. When the Bones came as Church Army officers in 2009 they used this house (being practical for them with the family) and the Petty's moved to Ennerdale on the estate. Having been initially attracted to Ashurst, they were directed by the Archdeacon, Peter Bradley, to explore Tanhouse because he felt that was the place in Skelmersdale where there was the least Christian presence. Oaks met for a while in the hall at Hillside Community Primary School and eventually, in November 2005, bought 6 Elmridge, Skelmersdale ('Oak House'). From Oak House, various ministries were started, including a toddlers group, open house, Timebank and foodbank. Oaks, has developed positive relationships and connections around the local community including with neighbours, Tanhouse Community Centre, Delph Side Community Primary School, Hillside Community Primary School, and the Elmridge Arms pub. This included regularly worship services in the Elmridge Arms pub.

Oaks was established by the then Bishop of Liverpool, The Rt Revd. James Jones under a Bishop's Mission Order and as such operated as part of the Parish of St John, Burscough.

At the start of 2021, Duncan retired, moving with Ann to Cornwall. Immediately after this, Oaks continued to organise services, events and activities. This also continued during the Coronavirus pandemic.

There was no plan established immediately before or after the retirement of Duncan and Ann Petty. Following consultations with people at Oaks and the PCC of St John, Burscough, the PCC of Up Holland and Dalton, the Deanery of Ormskirk as well as the Archdeacon and Bishop, it was agreed that Oaks should move into the Parish of Up Holland and Dalton. In October 2022 this process was completed and Oaks now operates within the Parish of Up Holland and Dalton.

Oaks continues to be based at 6 Elmridge, Skelmersdale, WN8 6DD.

Discussions are continuing about how mission, worship and service to the wider community will be organised in the future.

Representatives from Oaks are invited to attend PCC and Churchwarden meetings. They also have a local management group which organises matters locally. Oaks accounts are in the process of being amalgamated into the Parish of Up Holland and Dalton accounts.

## **Parish Standing Orders**

### **Governing Legislation**

The life of the Benefice and Team shall be conducted in accordance with the section 2 of the Parochial Church Councils (Powers) Measure 1956 and in accordance with any legislation relating to Parish Appointments and Representation, Canon Law, Church Legislation and Diocesan Rules in force at the time.

### **Benefice Team**

The Incumbent, Licenced Incumbent Status Clergy and Churchwardens are ex-officio members of all Committees and may choose to attend when they consider it appropriate.

### **The Benefice and Districts**

The Parish of Up Holland & Dalton is a single Benefice with one Parochial Church Council (PCC).

### **The Parish Electoral Roll**

There is one Electoral Roll made up members from each church or worshipping community within the parish. Representation on the Deanery Synod in accordance with current Church Legislation. Election is from the whole parish at the Annual Parochial Church Council (APCM).

### **Child Protection**

A Child Protection Policy is agreed annually at the APCM in accordance with the Diocesan Guidelines and relevant legislation, for implementation at parish and church level.

### **The Lay Chair**

A Lay Chair of the PCC will be appointed at the first PCC meeting following the APCM. They may attend any PCC committee as a full member.

### **The PCC Secretary**

The PCC may appoint one of their number to act as secretary of the Council. Failing such an appointment the office of secretary shall be discharged by some other fit person who shall not thereby become a member of the Council.

### **The Parish Treasurer**

The PCC may appoint one of their number to act as Treasurer. Failing such an appointment the office of Treasurer shall be discharged by the churchwardens or by some other fit person who shall not thereby become a member of the Council.

### **The Parish Auditor**

The Parish Auditor or Examiner is elected annually at the APCM in accordance with the requirements of the Charities Act 1993 and subsequent legislation.

### **Financial Management**

The PCC is responsible for ensuring that all matters regarding finance and parish assets (including parish charities and trusts) are managed in accordance with the law and following guidelines from the Church of England, The Liverpool Diocese and the Charity Commission. A budget is set each year and the PCC Treasurer manages parish finance in accordance with that budget. The PCC receives regular reports from the Treasurer and scrutinizes spending and income and evaluates how closely to the budget the parish is during the year and makes necessary adjustments. All cheques and payments from all accounts and trusts associated with the parish, must be signed by two authorised signatories. Receipts and invoices must be provided for all payments. For larger payments (levels and responsibilities are made clear in the appropriate parish policy) and for donations to other charities and organisations, can only be made with PCC's authorisation (or that of the Standing Committee). The decision to make such payments must be recorded in the Minutes of that meeting. If the Standing Committee makes such a decision, this must be reported at the next PCC meeting. The PCC manages some agent transactions including; payment of statutory fees, special collections/fund raising activities for charities (listed separately in this report). All these transactions are shown in the accounts. The accounts are independently scrutinized and reported at the Annual Meeting.

### **Parish Reserves Policy**

The PCC aims to keep approximately three months running costs in reserves. This is also to cover emergency building work.

### **Appointment of Officers and Sub-committees**

At their first meeting after the APCM the Parochial Church Council will appoint its officers, their sub-committees and their representatives to other Parish Committees or outside bodies.

### **Quorum for Meetings**

For a Meeting to take valid decisions, one third of the members must be present and voting.

### **Composition of the Parochial Church Council**

- Licensed Clergy and Lay Workers
- Licensed Readers
- Parish Treasurer
- Members of General, Diocesan and Deanery Synod
- Churchwardens – two elected from each Church
- Elected Church Members – fifteen members – five from each Church

### **The Parochial Church Council Standing Committee**

- The Incumbent
- Clergy holding Incumbent status
- PCC Secretary
- PCC Treasurer
- Lay Chair
- 6 Churchwardens
- Up to 3 lay people (one from each church)

The dates and venues of PCC Meetings are to be set by the PCC or the Standing Committee. In addition to the APCM there will be at least four Parochial Church Council Meetings in every year. PCC Meetings are to be held at places agreed by the PCC or Standing Committee.

### **Items for Parochial Church Council Agendas**

Any item to be brought up under Any Other Business must be given to the Secretary or Chairperson twenty-four hours before the meeting. In exceptional circumstances the Chairperson may allow an item for Any Other Business to be brought up at the meeting.

## **Main Activities:**

Include:

- Coronavirus impact on the parish as we see people living their lives differently from before the pandemic. Our churches are also seeing new people coming to join us.
- Regular Sunday and midweek services are provided in all three churches.
- Courses and learning groups have been organised, meeting face to face and sometime using Zoom.
- The STM Development Group has continued to meet to oversee developments and plan for next steps to enable the church to be a more flexible and open place where many are welcomed and supported.
- The Up Holland Community Hub is operating successfully: a fuller report is included later
- The PCC has continued to look at options for the future of Christ the Servant Church building – the condition of the roof and other aspects mean that repairing and maintaining are now beyond the church's means and looking at new options and opportunities will help us re-vision and more effectively serve the wider community as well as maintain and strengthen the Christian presence within the Digmoor area.
- The Polish group has continued to work effectively with many people across the parish. Meetings and events have taken place in two of our churches or church grounds and include a mixture of social and spiritual events.
- Open Table – a free food café at Christ the Servant welcomed on Fridays for a free meal, when Covid restrictions have allowed this.
- Christ the Servant Food Bank has provided food and support throughout the year, opening 5 days per week.
- Café Church at Christ the Servant Church and St Thomas the Martyr Church have attracted good numbers.
- Fun in Faith, a new worshipping community, has been attracting families from the Dalton area.
- Family Friday has attracted families from Bishop Martin school to gather and worship together in fun and imaginative ways.
- Church Lads and Church Girls Brigade has continued to serve young people in Digmoor.
- There is a single website for the parish where information about all three churches, our schools and wider community activities are listed and promoted. The site provides easy access to information and application forms for those wanting to book baptisms, weddings, burial of ashes and other significant life events.
- A number of events have been organised at St Michael's Church for local people and those visiting the area. These have been well supported and much appreciated.
- We have been providing care for the bereaved and pastoral care to many across the communities we serve.
- We have provided services of baptism, marriage and funerals in all three churches.
- We have been supporting our schools and the children and staff within them throughout the year.

## **Worship**

### **Weekly Services Times at St Thomas the Martyr Church in 2022:**

<u>Sunday</u>	9.00am	Eucharist
	10.30am	Sung Eucharist
	4.30pm	Café Church (once a month)
<u>Tuesday</u>	7.00pm	Eucharist
<u>Thursday</u>	10.00am	Eucharist

### **Weekly Services Times at Christ the Servant Church in 2022:**

<u>Sunday</u>	4.00pm	Eucharist or Café Church / All Age Worship
<u>Wednesday</u>	10.00am	Eucharist

### **Weekly Services Times at St Michael & All Angels Church, Dalton in 2022:**

<u>Sunday</u>	9.30am	Eucharist with hymns
	10.30am	Fun in Faith

## **Seasons & Holy Days**

A range of special services are planned throughout the year in three churches, these include:

- Daily Services for Holy Week & Easter
- Extra times of worship for Holy Days and Saints days
- Remembrance Sunday Services with the community
- Harvest Services and activities
- Services to commemorate those who have died
- Carol Services
- Christingle
- Regular Café Church services and Messy Church events
- Family Friday (new worshipping community)

## **Attendance 2022**

2022	STM	CTS	SMD
Average attendance for Sunday Services	51 +2 (u16)	26 +7 (u16)	30 0 (u16)
Total communicants on Easter day	84	19	48
Total number attending special services run by the church during advent (from Advent Sunday until 23 <sup>rd</sup> December 2022), which were held for the congregation and local community	387	463	244
The total number attending Christmas Eve Services (including communicants) (Christingle and Midnight Eucharist)	232	74	144
The total number of communicants for Christmas Midnight and Christmas morning	72 (88 attending)	35 (35 attending)	37 (43 attending)
Christmas at the Hub	59		
Café Church		33	
Family Friday		64 (40 adults 24 children)	
Fun in Faith			Approx. 19

2021	STM	GTS	SMD
Average attendance for Sunday Services	47 0 (u16)	16 +1 (u16)	28 0 (u16)
Total communicants on Easter day	70	18	54
Total number attending special services run by the church during advent (from Advent Sunday until 23 <sup>rd</sup> December 2021), which were held for the congregation and local community	235	468	323
The total number attending Christmas Eve Services (including communicants) (Christingle and Midnight Eucharist)	70	43	133
The total number of communicants for Christmas Midnight and Christmas morning	63 (70 attending)	35 (35 attending)	9 (37 attending)
Café Church	Approx. 30	35	
Family Friday		Approx. 50	
Fun in Faith			Approx. 25

### **Spiritual Development**

All three churches are committed to the spiritual development of all members, during the year this was supported by:

- Using a range of material to enhance Sunday worship and making this more accessible through the printing of weekly service sheets and appropriate activities.
- Study Groups
- Bible Study
- Preaching and teaching in all Sunday and most weekday services
- Arranging study groups to provide worship, study and prayer groups
- New worshipping communities and new ways into faith and prayer

### **Promotion of Christianity**

This parish is committed to promoting Christianity in the communities we serve and has done this in the following ways:

- Creating the Up Holland Community Hub to promote positive links with the community, ensure St Thomas the Martyr Church is open daily, providing 'safe space' for people in many different ways, to allow the Church to serve people by identifying and meeting some of their needs, developing good ecumenical links and working.
- Working more closely with ecumenical partners and clustering with churches across the deanery.
- Committing to be part of the LYCiG (Leading Your Church into Growth) programme of training and development. So far, the PCC has committed to this, provided funds (along with the Diocese and Deanery) to fund places for 8 people to attend national training. Training begins in October 2022. There is then a further 2 years development and action.
- Developing our websites and use of social media to promote services and events
- Arranging accessible and suitable worship for special occasions e.g. Carol Services, Christingle, All Age worship, Online worship
- Engagement with schools through weekly assemblies and special services
- Providing easy ways to discuss special services e.g. baptisms, weddings, renewal of vows and blessings for significant wedding anniversaries, funerals, burial of ashes
- Baby & Toddler Groups
- Youth Group
- Children's activities and events
- Open Churches - providing a safe and welcoming place for people to visit

### **Missional Priest**

Fun in Faith has continued to contribute to the discipleship of families in the area and especially within St Michael's C.E. Primary School. Responding to information received through a survey organised by Jack Shepherd, and the success of the pancake party at the school on Shrove Tuesday and with decreasing attendance of Fun in Faith on Sunday morning, it was decided to plan Fun in Faith to begin taking place weekly on a Tuesday.

Family Friday has continued to be organised by Steve Holmes (Churchwarden), and staff from Bishop Martin Primary School, including Anne-Marie Warrington (Deputy Head), and Lucy Johnson (Subject Lead for R.E.) and supported by The Revd. Jack Shepherd.

There has been few after-school club meetings at St Thomas the Martyr C.E. School aimed at children in year 1, which was well received and we appreciate the work and support of school governor, Hilary Wankling and members of staff from St Thomas the Martyr Primary School.

There have been opportunities to lead assemblies and activities - including the Scripture Union resource 'It's Your Move', at Cobbs Brow, Delph Side and Hillside primary schools.

Through the Open Oaks initiative which started again in the autumn, people have reconnected with Oaks, and numerical attendance for worship has increased.

The Tuesday Early Bird morning prayer meetings have been an encouraging time for a few to meet regularly online to pray for the needs of our churches and wider community.

The Learning Community has also been an encouraging time for a small number of people from across the Parish to support one another in growing in our relationship with God, and it is hoped that members will consider informally exploring together the 'Greenhouse' resources that were introduced recently as part of this.

The Revd. Jack Shepherd started a secondment to Wigan Church from Monday 3<sup>rd</sup> April 2023.

### **Supporting Charities**

This parish is committed to supporting the work of those charities and organisations which enrich and support the lives of others both in this country and overseas. We have supported financially the following organisations:

Royal British Legion  
Macmillan  
Childrens Society  
Queens Court Hospice  
Women's Refuge  
Cancer Research  
Wigan & Leigh Hospice  
Syria and Turkey Earthquake Appeal  
Ukrainian Appeal  
Food Banks

### **Parish Electoral Roll**

The total number of people on the Electoral Roll is 236 (April 2023).

Membership at each church within the parish is recorded as follows:

St Thomas the Martyr Church, Up Holland:	110
St Michael & All Angels Church, Dalton:	89
Christ the Servant Church, Digmoor:	37

### **Inclusive Church Policy**

The Parish of Up Holland and Dalton is the parish for people living in Up Holland, Roby Mill, Crawford, Holland Moor, Digmoor, Tanhouse, Ashurst, Birch Green, Elmers Green, Fosters Green, Whalleys and Dalton.

We believe in doing all that we can to ensure all our church communities are welcoming church who know that we are called and sent to serve all people in the name of Jesus Christ.

We are committed to ensuring that each of our church congregations seeks to follow the teachings of Jesus Christ and so proclaim the Gospel with a fresh vision for each generation.

We believe that in the power of the Holy Spirit, we are empowered to help every person discover how widely embracing and deep is the love of Jesus Christ.

In the Parish of Up Holland and Dalton, we are committed to living in the light of the inclusive Gospel of Jesus Christ where all are accepted 'as they are' and cherished as God's children.

### **Our Mission**

Our parish is a diverse community and we welcome people of all ages, experiences, lifestyles, outlooks and backgrounds, following the example Christ gave of serving God through family, friends and neighbours, those we meet and know and those who remain unknown to us.

We are an inclusive church and we do not discriminate in any way, whether in terms of economic means and social standing, age, gender, physical or mental health, ability, race or sexuality.

Whoever you are and wherever you are on your journey of faith you are welcome in all our churches.

### **Our Vision**

We want our churches and worshipping communities to give people the opportunity to find hope and be transformed. For each one of us to live as God intends, using all our gifts and talents to fill the world with love, peace and hope. We recognise that we live in a complex world and we seek to be more Christ-like, both as individuals and as a community: celebrating the light, love and grace which is given freely to all.

We believe that Jesus Christ is the one who brings light and love into all without condition.

### **St Thomas the Martyr Church, Up Holland:**

It has been again, a very busy year at St Thomas the Martyr Church.

We received the Report of the Quinquennial Inspection in September 2022, which had taken place in September 2021. The report outlined the importance of the medieval building: "the interior of....as huge architectural, artistic and historical significance by virtue of the fact it contains identifiable work of each century of the building's existence." The report recognises that the inspection and the report and basic maintenance were affected by the pandemic.

It also recognises that there is a vast amount of work to be done, that this will be a marathon rather than a sprint and that the PCC needs to engage with the building and adopt a clear phased strategy for its conservation and repair over the long term.

Permission was received to have the dry rot in the side aisles removed and a programme of work was set up, beginning at the end of November and going into December 2022. This timing meant that we were unable to host as many of the Christmas concerts and local performances as we had done last year, due to the noise, the dust and the toxicity of the chemicals used. The café stayed open for as long as was safely possible serving take-outs and customers accessing the Post Office were able to use the side entrance. Sadly, due to the dry rot, the Baby and Toddler group had to finish, hopefully temporarily. The pews from the side aisles are being stored in a large container in the church car park until May /June. We will then be able to assess if the treatment has been successful. The space at the back of church has been greatly reduced but groups have begun to use the space at the foot of the chancel steps.

During this time, the Tuesday and Thursday Eucharist services have been held in the chancel and continue to do so. This has been a more positive experience for the congregations. The group of Readers helping with both the readings and the Intercessions at Sunday services has expanded and many of these have now volunteered to assist the Celebrant on a rota, on Sunday mornings. The group of Eucharistic ministers has also expanded.

Links with the Polish Community continue to grow: the Blessing of Palm crosses, and the Blessing of Polish Food at Easter.

To maintain the safety of clergy, visitors and the congregations, hoardings have been erected in the side aisles which in turn have been covered with fire retardant fabric.

A Fire Risk Assessment was carried out in March and an Action Plan created and discussed with the Fire Risk Assessor. There is more to consider with the success of the café, the busy kitchen area and more visitors in church.

Many groups are now using the space – Social Wellbeing, Arts and Crafts, Home Schooling Arts and Crafts, Seated Yoga, Sew Crafty and French and Spanish Conversation Class.

Fundraising and Community activities have included:

- Community Cinema on Tuesday afternoons
- MacMillan Coffee Morning
- The Turkish /Syrian Earthquake Appeal
- A Christmas Market
- Getting ready for Easter (on Holy Saturday)

The church has hosted:

- ATC Enrolment Service, Up Holland High School Carol Service, Local Vocals, 100 Female Voices (to celebrate International Women's Day).

Plans for arranging both displays and information throughout the church have begun. The Food Bank donations box will be moved into the Porch, appropriately placed beneath the 17<sup>th</sup> Century Bread Cupboard and the noticeboard in the porch will be rearranged to promote Welcome, Policies and the relevant contacts.

Some of the regular Café Staff have taken a Food Hygiene Course and new volunteers have come forward for both the Café and the Post Office.

Issues with the car park are moving on and through discussions with a car parking company, the residents and the church, this issue will hopefully be resolved.

The Volunteer Gardeners continue to work throughout the year maintaining the graveyard, mowing the grass from February to November overseeing the hedgerows, particularly the hedgerow on the southside of the graveyard. Burial records are being updated too.

The comments in both the Visitors Book in church and also on social media are testament to how valued and appreciated the work is we are doing in the community.

### **Christ the Servant Church, Digmoor:**

There have been some new community groups started over the last twelve months as well as the groups we already had continuing their mission in our parish; these are:

- Play group - this opens three times a week from 9am -11am
- Mates - this is a Men's mental health group which meets on a Sunday night.
- Games group - this is a new group for all who meet on a Saturday to play board games.
- Social night - This is a night for all to come and enjoy listening and dancing to live music once a month.
- 'Peaced Together' (a course designed to 'bring hope, peace and purpose through creative arts and reflective discussion to those who have experienced brokenness') meets at church on Mondays (11am - 1pm)
- Groups from the Polish community meet every other Saturday and are well-supported.

Our continuing groups are as follows:

- Church Lads and Church Girls Brigade: This is a uniformed organisation which allows children and young adults to get together to do badgework, games, drill and socialise with each other at the moment we have between 20 and 25 young people.
- We continue to feed those in need through our food bank which is open through the week.
- Open table free food café: This continues on a Friday and we continue to feed about 18 people each week.
- Women's group: Continue to meet on Wednesday to talk or do crafts as they wish.
- Bingo: Runs twice a month to try to raise money for the church but also to bring people together in a social way.
- Pantomime: This is a yearly production which is staged in February and involves many people from the community and the schools in the parish.
- We continue to fundraise and also be community-based throughout the year

### **St Michael and All Angels Church, Dalton:**

#### **Church roof and Tower:**

An estimate for the repairs to the roof and tower has now been received and passed by the PCC. Work will begin as soon as finances allow.

#### **Outside Lighting:**

An estimate for repairs to the outside lighting at church was received and approved by PCC. The work has now been completed and outside lighting restored.

#### **Gas Meter**

A new Gas meter has been installed, follow the gas leak reported in the last Annual Report, but there were some significant problems with billing. This included some historical issues when St Michael's was a single church benefice. The problems included charges for VAT being at the wrong rate. Our treasurer worked hard to address all the issues and meter reading and billing at the correct levels were agreed. Heating the church continues to be a significant problem when the thermostat timer is

overridden and the heating is left on for long periods of time. This has proven to be very costly for St Michael's Church.

### **Graveyard**

There are on-going issues with memorabilia spilling way out from headstones making grass cutting difficult. In order to maintain appropriate standards in the graveyard signage has been placed amongst graves encouraging people to ensure memorabilia is appropriate and placed on the plinth or as near to as possible and asking people to help keep the graveyard tidy by observing guidelines issued by the diocese. This has had little or no effect and will require further work next year.

A small team of gardeners (made up from members of the congregation and relatives of some people buried in the graveyard) maintain the green, the graveyard, the woodland and pond to exceptionally high standards throughout the year. It has been noted that the team ensures the grounds are always extremely well presented and especially for weddings. Many visitors to the graveyard comment on the peace, tranquillity and beauty of the grounds.

### **The Dovecote**

The problems with the Dovecote are still ongoing.

### **Social & Fundraising Events**

The following events have been held during the year to December 2022:

- Monthly Coffee mornings (Including support for Macmillan Nurses in September)
- Hotpot Supper for Harvest Festival in September – held in the school hall – Catering by Rathbones bakery in Up Holland – Entertainment by David Hutton and Linda Ray. A good night was had by all in attendance.
- The Christmas Fayre was another bumper fundraising event raising much needed funds. Many thanks to all who helped on the day.
- The Christmas tree festival was another huge success thanks to the volunteers who opened Church. Thanks also to the companies who sponsored trees.
- In 2022 we started a fortnightly Bingo evening in church. Thanks to Steve Holmes from Christ the Servant church for helping out as our resident Bingo caller. Thanks also to Eve and her volunteers who sell tickets, raffle tickets and serve refreshments.
- We again had our Summer and Winter concerts by the Occasional Singers led by Barry Moul. These nights raise much needed funds split between Church and the Winter Charity.
- We once again welcomed the National 3<sup>rd</sup> Section Champions Skelmersdale Prize Band in September. Earlier in the month they had competed in the National Championships at Cheltenham in the 3<sup>rd</sup> section for the first time having been promoted the previous year.
- The 2022/2023 Winter Charity was Queens Court Hospice in Southport

### **Other matters**

Following the resignation of one of the Churchwardens in July 2022, Eve Barr was appointed by the Parish Churchwardens and ratified by the PCC as a Deputy Churchwarden to assist the Churchwardens in their work at Dalton St Michael's. She has brought many skills to chairing the Social and Events Group and works hard to ensure things get done correctly and on time. We are all grateful to Eve for all the help she has given.

Many thanks to those members of the congregation who assist with various tasks on the 3-monthly rotas (Eucharistic Ministers/Greeters/Readers/Intercessions & refreshments). We are always looking for new members to join these teams – if you're interested contact the Churchwardens. Thanks to Janet Moul and her team of helpers who keep flowers in the Church refreshed. Thanks to the cleaning team who meet on a regular basis and do an excellent job keeping the church looking in good order.

The refreshments team work hard providing hot and cold drinks, biscuits or cake for all appropriate occasions.

Both churchwarden, deputy churchwardens and some PCC members along with other volunteers help with most Baptisms, Weddings and Funerals. Their time is given willingly.

**Strategic Planning and Management**

The management structure of the Hub has continued to evolve as the Hub activities have developed and grown. The current structure includes:

**Hub Governance & Steering Group**

Responsible for:

- forward planning,
- strategic direction and decisions,
- strategic links,
- funding applications.

**Membership:**

Janet Cowley - Parish Administrator and member of the local community

Helen Foster - Member of local community and PCC

Paul Kelly - Café Manager

Paul Lock - Beacon Churches Parish Priest

Gillian Sinnott – Hub Chair and member of the local community and Parish Councillor

**Hub Operational Management Group**

This supports the delivery of the key functions of the Hub

- Post office
- Café
- Food bank
- Cards and gifts
- Social Wellbeing
- Events and Activities

The management group includes personnel providing technical and social media support.

The group meets at least 6 times/year and is responsible for:

- on-going delivery within the function,
- operational decision making,
- monthly/quarterly planning and reporting,
- financial accountability within the function.

**Strategic Community Links group**

Meet by invitation with the Governance and Steering Group to:

- develop mutually beneficial strategic objectives;
- share information of hub activities and advertise new groups;
- identify potential new activities and opportunities to meet needs identified by partners;
- support wider marketing and awareness of the Hub and its work;
- share data and information.

This group provides an overview and extends the reach of the Hub to ensure a wider perspective. The group includes representatives from the Parish Church, the Parish Council, local schools, other churches and local organisations.

## **Groups and activities**

The number of groups organised by the Hub has continued to grow and a wide range of activities are provided throughout each week to meet the needs of many in the community.

These include:

- Social Wellbeing club – Mindful Mondays
- Languages Group (French and Spanish)
- Seated Yoga
- Classic Cinema
- Family Cinema
- Art Class - 'Learn to paint'
- Craft and Chat
- Sew Crafty
- Reading 'book club'
- Bingo

The Hub also provides support for schools supporting children's learning and pastoral needs by providing a safe place to meet and work.

A new regular 'open Mic' acoustic music night is planned to start shortly.

## **Warm Space**

The Hub is a designated warm space – registered as such 7 days per week providing a safe and warm space. With Wi-Fi access.

On Tuesdays a Pay What You Can Lunch is offered and on Fridays there is a soup and hot drink offer.

## **Peaced Together**

Under the Up Holland Community Hub umbrella and funded by West Lancashire Council for Voluntary Services as part of their Community Champions scheme., we have successfully completed our first 'Peaced Together' course at the Methodist Church, Up Holland and we are currently running our second course at Christ the Servant Church. Led by two trained facilitators 'Peaced Together' is designed to 'bring hope, peace and purpose through creative arts and reflective discussion to those who have experienced brokenness'. The initiative has been proven to be highly successful in helping to improve the health and well-being of participants and it is our intention to continue to offer the course in other areas of our community.

## **Events**

The number of successful Community Events continues to grow. These include:

- Macmillan coffee morning
- Charity events to raise funds for Ukraine Syria and Turkey.
- Halloween
- Christmas Market
- Easter Festival
- Music Concerts
- Art Social evening
- Art exhibition

## **Food Bank**

The Up Holland Community Hub Food Bank has just completed its second year of operation and is firmly established as one of the community activities provided by the Hub.

The Food Bank is located at St Thomas the Martyr Primary School and is open Monday to Friday 8.45 – 11.15. A box or bag delivery service is also offered for people for whom getting to the Food Bank is a problem.

By working closely with colleagues from the café and post office it has been possible to develop an additional service providing larger bags at church for people using these services. This has enabled

us to achieve one of the objectives we set ourselves for the year, which was to make our service accessible to more people who need and can benefit from what we have to offer.

The Foodbank continues to provide a wide range of food and household items.

This year has seen an increase in demand especially since Christmas 2022, and as a result it has been necessary to limit the quantities each client can take. Our regulars have by and large accepted this.

We continue to work with two retail partners, Tesco and the Co-op, with five evening collections a week from Tesco Express in Pemberton and three morning pick-ups each week from Up Holland Co-op.

We also receive generous individual donations from the congregations of St Thomas the Martyr Church, Up Holland Methodist Church and St. Teresa's Catholic Church as well as other individual members of the Up Holland community and beyond. We were very grateful to some of our local schools, in particular, Lathom High School, for hugely generous contributions which helped us meet the post-Christmas demand.

The Hub Foodbank has been well supported by charitable donations, e.g. from Skelmersdale and Tawd Vale Lions and the Co-op Community Fund. We have recently joined a partnership called the Brick-by-Brick project, based in Wigan, which offers a range of household items to support families.

The money received from the Co-op Community Fund has enabled us to expand the range of goods we offer, to include such items as eggs, cheese and spreads. It has also funded a joint project with St. Thomas the Martyr School nurseries to promote wellbeing. We supported the nurseries' dental health campaign, providing age-appropriate toothbrushes and toothpaste for each child, and later in the year, we will be offering bags of infant medical supplies to families who can benefit from them.

As is the case for most Food Banks at present, we face a constant challenge to meet the needs and demands placed on us by the community we are trying to serve and support. We are and will continue to be heavily reliant on the generosity of those who are able and willing to donate food and household goods to enable us to support the people who need us.

### **Future plans and developments**

Bids for grants have been submitted to finance the construction of a car park with a level access route to the church and grounds. This is much needed work to provide access for those with mobility disabilities and funeral vehicles.

Currently, expansion of activities is constrained particularly with the removal of the side aisles. But, new opportunities are always considered and implemented if feasible. The development of the church as an art exhibition space is an idea that is being developed.

The search for more volunteers with the necessary skills or ability to develop such skills continues.

### **Local Heritage and Amenity**

We recognise that two of our church buildings and graveyards (and wider grounds at St Michael's) are an important statement of Christian presence in the local community. These have continued to be maintained to a high standard throughout the year by our dedicated band of volunteer gardeners in both churches.

Our buildings and grounds are visited and enjoyed regularly by people from the local and wider communities and provide a warm welcome, support, peace and tranquillity.

Authored by Nick Daunt, we now have Church and Stained Glass Windows guide booklets available for St Thomas the Martyr Church. The booklets guide visitors around the exterior and interior of the church, drawing attention to the special heritage features of the church.

### **Risk Management**

The PCC takes its responsibility for the safety of the people and financial wellbeing of its church buildings and other property very seriously. To date individual events and situations have been discussed and assessed as they have arisen and remedial actions taken as and when necessary. Our risk management policy is to continue to monitor all situations and carry out further risk assessments as and when necessary.

The PCC operates a Health and Safety policy covering areas such as fire risk, electrical appliances, risks in the graveyard, first aid etc. The PCC is regularly updated in any issues regarding Risk Management.

We operate the Diocesan policy of protection for children and vulnerable adults. Volunteers are scrutinised by the Disclosure and Barring Service [DBS].

In light of the expansion of community activities, First Aid training is planned in April 23 for several of our employed staff and volunteers to strengthen our capabilities in this area. Similarly, as expansion of community hub activities reaches out to more vulnerable members of our community, we are expanding our safeguarding officers team to include a safeguarding officer for the community hub to work alongside the church and PCC safeguarding officers within the Diocesan safeguarding policy.

All our churches are insured against the risk of damage to the building, vandalism, theft, fire and public liability. The Parish Rooms are also covered. There is appropriate insurance on the house in Beacon View Drive.

### **Parish Website**

As part of our commitment to safeguarding and ensuring we are compliant with Church of England Regulations, the following statement is displayed on our parish website:

*The Parish of Up Holland and Dalton takes its duty and obligation to protect all extremely seriously. We have adopted the national Church of England's robust procedures and guidelines. You can find out more about the national policies and procedures at [www.churchofengland.org/safeguarding](http://www.churchofengland.org/safeguarding)  
If you have any safeguarding concerns or issues on a safeguarding matter then you can find useful contact information at <http://www.liverpool.anglican.org/safeguarding>*

### **Ormskirk Deanery Synod**

Most of the Parish Representatives have attended all/most Deanery Synod Meetings, where these meetings have been open to other PCC members and congregation members, people from all three churches have attended.

This parish remains committed to working closely and positively with other local churches and the wider Deanery.

## **Parochial Church Council Meetings 2022-23**

There have been 6 meetings of the PCC since the last annual meeting:

16<sup>th</sup> May 2022

22<sup>nd</sup> June 2022

30<sup>th</sup> November 2022

30<sup>th</sup> January 2023

30<sup>th</sup> March 2023

20<sup>th</sup> April 2023

## **Groups and Organisations**

### **Church Schools in the Parish**

There are four Voluntary Aided Primary Schools in the Parish.

- Bishop Martin CE Primary School, Digmoor
- Roby Mill CE Primary School, Roby Mill
- St Thomas the Martyr CE Primary School, Up Holland
- St Michael & All Angels CE Primary School, Dalton

The PCC takes seriously its role of supporting the four church schools and is grateful to those who serve as foundation governors and for giving their time to lead and manage church schools for the whole community. We continue to support the Diocesan Board of Education policy to appoint practicing Christians to the role of Foundation Governor within our schools.

Members of the clergy regularly lead collective worship, to support all staff and pupils and to assist in the delivery of RE and spiritual development of pupils and staff. The headteachers and members of the clergy meet each half-term to discuss and plan work and activities. There is an end of term Eucharist or end of term service in each school.

There are good positive links with all four church schools and each one visits churches and takes part in several activities there, when able to do so.

### **Work and Service in the Wider Community**

The churches continue to support work with people from the wider community through the following activities:

- Up Holland Community Hub
- 1<sup>st</sup> Upholland Scout Group
- 1st Up Holland Rainbows, Brownies and Guides
- Church Lads and Church Girls Brigade at Christ the Servant Church
- Chaplaincy to the local Air Cadets
- The Church Youth Club in Up Holland
- Baby & Toddler Group at Up Holland Church
- Informal chaplaincy role in Crawford Village, especially in the Primary School
- Open Table (Christ the Servant Church)
- Polish Group which meets and uses two of our churches
- Women's Group at Christ the Servant Church
- Community Bingo at Christ the Servant Church
- Wednesday Coffee Morning at Christ the Servant Church
- St Thomas the Martyr Church Development Group
- Provision of food bank collection points for Food Banks
- Walks for the parish and wider community
- Volunteers continue to undertake maintenance of the churchyard and church

The Parish of Up Holland and Dalton Accounts for  
the Year Ended 31st December 2022

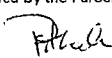
## The Parish of Up Holland and Dalton Accounts for the Year Ended 31st December 2022

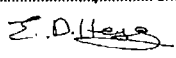
		General	Designated	Restricted	Endowment	TOTAL
INCOMING RESOURCES	Note	Funds	Funds	Funds	Funds	2022
Voluntary Income	2(a)	211,713	-	88,471	-	300,184
Activities for generating funds	2(b)	15,104	-	-	-	15,104
Income from investments	2(c)	16,553	-	-	-	16,553
Church activities	2(d)	42,557	-	-	-	42,557
Other incoming resources						
		285,927	-	88,471	-	374,398
RESOURCES USED						
Church Activities	3(a)	177,017	-	27,430	-	204,447
Costs of generating voluntary income	3(b)	89	-	2,700	-	2,789
Fund-raising trading costs	3(c)	5,543	-	1,594	-	7,137
Governance costs	3(d)	10,732	-	1,525	-	12,257
		193,381	-	33,249	-	226,630
TOTAL RESOURCES EXPENDED						
NET INCOMING(OUTGOING) RESOURCES		92,546		55,222		147,768
BEFORE OTHER RECOGNISED GAINS						
LOSSES		92,546		55,222		147,768
Transfers between funds						
NET MOVEMENT IN FUNDS		363,223	10,000	48,440	44,129	465,792
Balance b/fwd at 1st January 2022						
Balance c/fwd at 31st December 2022 The notes on p.		455,769	10000	103,662	44129	613,560
pages 3-7 form part of these accounts						

## The Parish of Up Holland and Dalton Accounts for the Year Ended 31st December 2022

<b>FIXED ASSETS</b>	Note	<b>2,022</b>	<b>2021</b>
Tangible	5(a)	284,500	284,500
Investment	5(b)	44,129	44,129
		<u>328,629</u>	<u>328,629</u>
<b>CURRENT ASSETS</b>			
Debtors	7	-	-
Short Term Deposits		168,276	66,338
Cash at bank and in hand		<u>121,607</u>	<u>84,853</u>
		<u>289,882</u>	<u>151,191</u>
<b>CURRENT LIABILITIES</b>			
<b>NET CURRENT ASSETS</b>		284,931	141,170
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		613,560	469,799
Creditors - amounts falling due after one year	7	-	4,007
<b>TOTAL NET ASSETS</b>	8	<u>613,560</u>	<u>465,792</u>
<b>PARISH FUNDS</b>			
Unrestricted	8	455,769	363,223
Designated	8	10,000	10,000
Restricted	8	103,662	48,440
Endowment	8	44,129	44,129
		<u>613,560</u>	<u>465,792</u>
Creditors - amounts falling due within one year	7	4,951	10,021

Approved by the Parochial Church Council on 20/04/2023 and signed on its behalf by:

  
Revd. Paul Lock - Rector

  
Miss E. Hayes - PCC Secretary

## The Parish of Up Holland and Dalton Notes to the Financial Statements for the Year Ended 31st December 2022

**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. Include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include accounts of the 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 for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**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 received.

**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 it 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 sufficient cost information and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less be written off when the asset is acquired.

The house on Beacon View Drive was revalued in 2017.

The Parish Rooms are valued at Nett Building costs.

Investments are valued at market value as at 31st December 2022.

**2 - INCOMING RESOURCES****CBF**

<b>Unrestricted</b>		<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted</b>	<b>Endowment</b>	<b>TOTAL</b>
<b>code</b>	<b>Funds</b>			<b>Funds</b>	<b>Funds</b>	<b>2022</b>
<b>2(a) Voluntary Income</b>						
<b>101 Planned Giving</b>	Gift Aid Donations	73,657				73,657
<b>102</b>	Tax Recoverable	10,465				10,465
<b>103ab</b>	Other	2,782				2,782
<b>104</b>	Collections (Open Plate)	6,144				6,144
<b>105a</b>	Gift Days					
<b>105b</b>	Donations	17,795		38,048		55,843
<b>201</b>	Grants	45,871		423		46,294
<b>202</b>	Legacies	55,000		50,000		105,000
		211,714		88,471		300,185
<b>Bispham Charity Fund</b>						
<b>203b</b>	<b>2(b) Activities for Generating Funds</b>					
<b>401b</b>	Bookstall for fundraising					
<b>402b</b>	Hall Lettings for non-church purposes					
	Rummage sales, fetes, etc.					
	Net Income from Becketts Café	7,804				7,804
<b>203a</b>	Net Income from STM Post Office	7,300				7,300
		15,104				15,104
<b>2(c) Income from Investments</b>						
<b>301</b>	Dividends and Interest including tax recoverable	1,245				1,245
	Rent from land or buildings as an investment	15,308				15,308
<b>302</b>		16,553				16,553
<b>2(d) Income from Church Activities</b>						
<b>402a</b>	Church Hall lettings					
<b>401a</b>	Bookstall for promoting church objectives	220				220
<b>403a</b>	Magazine income - sales					
	PCC Fees	42,337				42,337
<b>404</b>		42,557				42,557
<b>2(e) Other Incoming Resources</b>						
<b>601</b>	Insurance claims					
<b>602</b>	Surplus on sale of fixed assets					
<b>TOTAL INCOMING RESOURCES</b>		285,927		88,471		374,398

## The Parish of Up Holland and Dalton

## Accounts for the Year Ended 31st December 2022 Notes to the Financial Statements

## 3 - RESOURCES EXPENDED

CBF code	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL 2022
<b>3(a) Church Activities</b>					
	Missionary and charitable giving:				
1001	Overseas Missionary Societies	0			
1002	Overseas Relief & Dev. Agencies	493		527	1020
1003	Home Missions & Other Church	1,691		2,361	4,052
1004	Secular Organisations	54		1,817	1871
	Ministry				
2001	Parish Share	94,260			94,260
2002	Working Exp of Clergy	3,322			3,322
2003	Parsonage House	1,353			1,353
	Sermon & Speaker Costs	1,589		1,321	2,910
	Church running expenses				
2005a	Heating & Lighting	25,893			25,893
2005b	Utilities	4,792			4,792
2005b	Insurance	11,944			11,944
2005b	Other costs	3,022			3,022
	Depreciation				
2006	Church maintenance	13,050		11,849	24,899
2006a	Repair grants repaid				
2007	Upkeep of Services	7,772		9,555	17,327
2008	Upkeep of Church grounds	4,780			4,780
2009	Printing & Other costs of magazine				
	Book stall costs	821			821
2016	Salaries, wages & Honoraria				
	Loan Interest	350			350
2010	Hall Running Costs	130			130
	Hall Maintenance				
2011	Other PCC Property	1,700			1,700
2012a	Major repairs to Church building				
2013/14	Major repairs to other Church property				
2015	Proposed new building work				
		177,017		27430	204,447
<b>3(b) Generation of voluntary income</b>					
3000a	cost of appeals				
	Cost of Stewardship/ Envelopes	89		2,700	2789
		89		2,700	2789
3c	Fundraising trading Costs				
3000b	Bookstall costs				
	costs of fetes & other events	5,543			5,543
		5,543			5,543
<b>3(d) Governance costs</b>					
4000	Independent Examiners fee	948			948
	Administration costs	9,784		1,525	11,309
		10732		1525	12,257
<b>Total Resources Expended</b>		193,381		33,249	226,630

<b>4(a)</b>	<b>STAFF COSTS</b>	<b>2022</b>
	Gross Wages	28,432
		28,432

4(b)

**PAYMENTS TO RELATED PARTIES**

No payments or expenses have been made to any related parties to PCC members.

**5. FIXED ASSETS**

**5(a) TANGIBLE FIXED ASSETS (all unrestricted)**

			Freehold Land & Buildings 284,500
Actual / Deemed Cost	B/Fwd		
	Additions		
	Disposals		
	C/Fwd		284,500
Depreciation	B/Fwd		-
	Charge for Year		-
	Disposals		-
	C/Fwd		-
Net Book Value	C/Fwd		284,500
	B/Fwd		284,500

**5(b) INVESTMENTS**

Purchases at cost	44,129
Disposals at carrying value	-
Revaluation gain/loss	-
Market value as at 31st December 2022	44,129

The market value represents investments for:

Unrestricted funds	-
Restricted funds	-
Endowment funds	44,129
	44,129

**6 DEBTORS 2022**

Prepayments and Accrued Income	-
Other Debtors	-
	-

**7 LIABILITIES**

Amounts falling due within one year (unrestricted)

STM Loan	3,402
Accruals	1,550
	4,951

Amounts falling due after one year (unrestricted)

STM Loan

-

**8 FUNDS**

The unrestricted funds comprise the Church Deposit Fund held by the CBF and the deposit accounts held by the bank.

The restricted funds held by the CBF comprise the Deposit Fund for Church & Schools, Parish Room Accounts and the Ellen Moss Memorial Fund.

FROST is held partly by the CBF and partly at the bank.

STYLE AND CTS funds are held at source, all other funds are held at the bank.

The Endowment Fund is the UpHolland Crawford Trust held by the CBF.

**8(a)**

**UNRESTRICTED FUNDS**

The closing balance of Unrestricted Funds comprise the following:

General Fund b/Fwd

363,223

Surplus in year

92,546

455,769

**8(b)**

**DESIGNATED FUNDS**

The closing balance Of Designated Funds comprise the following:

Administrative Assistant Fund

10,000

10,000

**8(c)**

**RESTRICTED FUNDS**

The closing balance of restricted funds comprise the following:

Deposit Fund for Church & Schools

12,191

Parish Rooms Account

150

Ellen Moss Memorial Fund

1

STM Bells

1,798

STM FROST

10,548

Charity Fund (Was STM Charity Fund)

-

STM CD Leather Fund

50,000

STM Building Fund

1,829

CTS Legacy - J Marsh

2,225

SMD Flower Fund

110

STM Community Works Fund

11,215

Fun in Faith

6,091

Digmoor Disciples

4,278

Created Café Peaced Together

3,226

103,662

**8(d)**

**ENDOWMENT FUNDS**

The closing balance Of Endowment Funds comprise the following:

UpHolland Crawford Trust Fund

44,129  
-

\_\_\_\_\_  
=====

\_\_\_\_\_  
=====

**The Parish of Up Holland and Dalton**  
**Accounts for the Year Ended 31st December 2022**

**Independent examiner's report to the trustees of The Parish of Up Holland and Dalton**

I report to the trustees on my examination of the accounts of The Parish of Up Holland and Dalton for the year ended 31st December 2022.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Paul Rothwell FCCA FCA CTA  
Myersons, Chartered Accountants  
32 Derby Street  
Ormskirk  
Lancashire  
L39 2BY

Date.....**15.05.2023**.....



The following pages are the Accounts for  
The Oaks  
to the Year Ended 31<sup>st</sup> December 2022

The Oaks became part of the Parish of Up Holland & Dalton  
in October 2022.

The Accounts for Oaks will be brought into the  
Accounts for the Parish of Up Holland  
from 1<sup>st</sup> January 2023

# OAKS

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted/ Designated Funds £	Restricted Funds £	Designated Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<b>INCOMING RESOURCES</b>						
<i>Incoming resources from donors</i>	2(a)	11,851	622	-	12,473	17,173
<i>Income from charitable trading</i>	2(b)	-	-	-	-	-
<i>Income from activities for generating funds</i>	2(c)	-	-	-	-	-
<i>Income from Investments</i>	2(d)	67	-	-	-	34
<i>Other Income</i>	2(e)	-	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>		<b>11,919</b>	<b>622</b>	<b>-</b>	<b>12,541</b>	<b>17,207</b>
<b>RESOURCES EXPENDED</b>						
<i>Fund raising &amp; publicity</i>	3(a)	-	-	-	-	-
<i>Grants</i>	3(b)	1,576	185	-	1,761	10,058
<i>Activities directly relating to the work of Oaks</i>	3(c)	146	-	-	146	719
<i>Support costs</i>	3(d)	1,713	-	-	1,713	1,847
<i>Church Management &amp; Administration</i>	3(e)	1,744	-	-	1,744	1,860
<b>TOTAL RESOURCES USED</b>		<b>5,179</b>	<b>185</b>	<b>-</b>	<b>5,365</b>	<b>14,484</b>
<b>NET INCOMING (OUTGOING) RESOURCES</b>		<b>6,740</b>	<b>437</b>	<b>-</b>	<b>7,176</b>	<b>2,723</b>
<b>GAINS AND LOSSES ON INVESTMENTS</b>						
<i>- realised</i>		-	-	-	-	-
<i>- unrealised</i>		-	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>6,740</b>	<b>437</b>	<b>-</b>	<b>7,176</b>	<b>2,723</b>
<b>BALANCES B/fwd at 1st JANUARY 2022</b>		<b>37,064</b>	<b>49,020</b>	<b>-</b>	<b>86,084</b>	<b>77,102</b>
<b>BALANCES C/fwd at 31st DECEMBER 2022</b>		<b>43,804</b>	<b>49,457</b>	<b>-</b>	<b>93,260</b>	<b>79,825</b>

# OAKS

## BALANCE SHEET AS AT 31 DECEMBER 2022

	Note	2022 £	2021 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	4	63,500	63,500
Investment assets		-	-
<b>CURRENT ASSETS</b>			
Stock		-	-
Debtors & Prepayments	6	295	325
Short term deposits		-	-
Cash at bank and in hand		29,465	22,259
		<u>29,760</u>	<u>22,584</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	7	-	-
<b>NET CURRENT ASSETS</b>		29,760	22,584
<b>LIABILITIES: AMOUNTS FALLING DUE AFTER ONE YEAR</b>		-	-
<b>NET ASSETS</b>		<u>93,260</u>	<u>86,084</u>
<b>FUNDS</b>			
Unrestricted		43,804	34,827
Restricted		49,457	48,567
Endowment		-	-
		<u>93,260</u>	<u>83,394</u>

# OAKS

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

### 1. ACCOUNTING POLICIES

#### *Basis of preparation and assessment of going concern*

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014; the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102); and the Charities Act 2011.

The members of Oak DCC consider that there are no material uncertainties about Oaks ability to continue as a going concern. With respect to the next reporting period, the most significant area of uncertainty is the level of donations that Oaks receive.

#### *Incoming Resources*

Grants & donations are recognised when received by or on behalf of Oaks.

Planned giving receivable under gift aid is recognised only when received.

Income tax recoverable on gift aid donations is recognised when the income is recognised.

Interest on investments is accounted for when receivable.

#### *Resources Expended*

Expenditure is included on an accruals basis.

### 2. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<b>2(a) <i>Incoming resources from donors</i></b>					
Planned Giving:					
Giving under Gift Aid	8,352			8,352	10,285
Income Tax recoverable on Gift Aid	2,089			2,089	2,564
Non Gift Aid giving	1,410	600		2,010	3,490
Ad Hoc Donations		22		22	834
Grants from other organisations				-	
	11,851	622	-	12,473	17,173
<b>2(b) <i>Income from charitable trading</i></b>					-
<b>2(c) <i>Income from activities for generating funds</i></b>					-
<b>2(d) <i>Income from Investments</i></b>					
Interest on cash deposits	67				34
<b>2(e) <i>Other Income</i></b>					
Funeral Fees					-
Sale of Services					-
	-	-	-	-	-
<b>TOTAL INCOMING RESOURCES</b>	<b>11,919</b>	<b>622</b>	<b>-</b>	<b>12,473</b>	<b>17,207</b>

# OAKS

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2022

### 3. RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	Designated Funds £	TOTAL FUNDS 2022 £	TOTAL FUNDS 2021 £
<b>3(a) <i>Fund raising &amp; publicity</i></b>					
Web-site Costs	-	-	-	-	-
Fairtrade Purchases	-	-	-	-	-
	-	-	-	-	-
<b>3(b) <i>Grants</i></b>					
General Donations	1,576	185		1,761	2,425
Liverpool Diocese Quota				-	7,633
Financial Assistance for Individuals				-	-
	1,576	185	-	1,761	10,058
<b>3(c) <i>Activities directly relating to the work of Oaks</i></b>					
Cost of Events	35			35	-
Forest Church				-	-
Work of the Church	80			80	-
Church Resources				-	-
Rent	31			31	374
Staff Salaries				-	-
Staff Expenses				-	345
Youth & Children's Work				-	-
Leaving Collections				-	-
	146	-	-	146	719
<b>3(d) <i>Support costs</i></b>					
Clergy House Expenses				-	-
Costs of 6 Elmridge	1,713			1,713	1,847
Training Costs				-	-
Depreciation				-	-
	1,713	-	-	1,713	1,847
<b>3(e) <i>Church Management &amp; Administration</i></b>					
Liability Insurance	1,206			1,206	1,205
CCLI Licence	368			368	352
Printing, Postage & Stationery				-	-
Technical Costs	170			170	303
	1,744	-	-	1,744	1,860
<b>TOTAL RESOURCES EXPENDED</b>	<b>5,179</b>	<b>185</b>	<b>-</b>	<b>5,365</b>	<b>14,484</b>

# OAKS

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2022

### 4. TANGIBLE FIXED ASSETS

	Freehold Land & Buildings £	Fixtures & Fittings £	Total £
<b>GROSS BOOK VALUE</b>			
At 1 January 2022	63,500	-	63,500
Additions	-	-	-
Disposals	-	-	-
At 31 December 2022	63,500	-	63,500
<b>DEPRECIATION</b>			
At 1 January 2022	-	-	-
Charge for the Year	-	-	-
Depreciation on Disposals	-	-	-
At 31 December 2022	-	-	-
<b>NET BOOK VALUE</b>			
At 31 December 2022	63,500	-	63,500
At 31 December 2022	63,500	-	63,500

### 5. ANALYSIS OF NET ASSETS BY FUND

	General/ Designated Funds £	Restricted Funds £	Designated Funds £	Total £
Fixed Assets	23,462	40,038	-	63,500
Current Assets	-	-	-	-
Current Liabilities	-	-	-	-
Long-Term Liabilities	-	-	-	-
<b>Fund Balance</b>	<b>23,462</b>	<b>40,038</b>	<b>-</b>	<b>63,500</b>

### 6. DEBTORS & PREPAYMENTS

	2022 £	2021 £
Prepayments & Accrued Income	295	325
	295	325

### 7. FINANCIAL INSTRUMENTS

	2022 £	2021 £
Cash at bank and in hand	29,465	22,259
	29,465	22,259

### 8. CREDITORS & ACCRUALS

	2022 £	2021 £
Accruals	-	-
	-	-

# OAKS

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE YEAR ENDED 31 DECEMBER 2022

### 9. FUNDS

**Unrestricted funds** comprise those funds which the trustees are free to use in accordance with the charitable objects.

**Restricted funds** are funds which have been given for particular purposes and projects.

*The closing balance of Restricted Funds comprised the following:-*

	2022	2021
	£	£
Fund re purchase of 6 Elmridge	40,038	40,038
Fund re Youth/Childrens Work	4,009	3,409
Fund re Forest Church	5,410	5,410
Fund re Mens Group	-	163
	<u>49,457</u>	<u>49,020</u>