

THE PARISH CHURCH OF ST THOMAS GARSTANG

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL

for the

YEAR ENDED 31st DECEMBER 2022

Charity Commission Registration Number 1131324

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Administrative Information

The parish church of St Thomas Garstang is situated in Church Street, Garstang.

It is part of the Diocese of Blackburn within the Church of England.

The correspondence address is:-

St Thomas Parish Hall, Church Street, Garstang, Preston, PR3 1PA

The Parochial Church Council (PCC) registered with the Charity Commission on 24th August 2009.
PCC members who have served during the year are:-

Vicar of St Thomas Garstang

Diocese of Blackburn	Rev. M Hutchinson	Appointed 3 February
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Churchwardens	Dr T Sperring D Brewin	Resigned 10 July
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Deputy Warden	D Holmes	
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Diocesan Synod Representatives

Dr T Sperring
J Matthew

Deanery Synod Representatives

J Matthew	
J Sawyer	Resigned 18 October
K Sperring	Resigned 31 March

Elected Members

J Blakely	
N Brown	
C Cunnane	
C Gibb	
J Gray	
M Grimsey	Treasurer
J Hewitt	
J Matthew	
J Osborne	Appointed 24 April
J Sawyer	Resigned 18 October
K Sperring	Ordinand
	Resigned 31 March
	Reappointed 18 October

By Invitation	Rev. E Gray	Resigned 24 April Reappointed 16 May
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THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Trustees Annual Report for the year ended 31st December 2022

Structure and Governance

The method of appointment of members of the Parochial Church Council (PCC) is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent, churchwardens and members elected by members of the congregation who are on the electoral roll of the parish. All members of the congregation are encouraged to be listed on the electoral roll.

The PCC met 10 times in the year including the Annual Parochial Council Meeting (APCM). All the meetings this year were in person, with an average attendance of eleven members per meeting.

The PCC has complied with the duty to have regard to the House of Bishops' guidance on safeguarding.

Aims and Purposes

St Thomas' PCC has the responsibility of co-operating with the incumbent, the Reverend Michael Hutchinson, who took up his position in the church on 3rd February 2022. Together they promote the whole mission of the church, pastoral, evangelical, social and ecumenical, in the ecclesiastical parish.

The PCC aims to maintain a close relationship with Garstang St Thomas' school.

The PCC also has the responsibility for the maintenance of St Thomas Parish church, St Thomas' Parish and Community hall and the car park in Church Street Garstang.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Thomas'. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, The PCC have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance for the advancement of religion.

In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus

Provision of pastoral care for people living in the parish

Missionary and outreach work

To facilitate this work it is important that we maintain the fabric of the church of St Thomas,

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

the community hall and the car park. It is also important that we maintain a close relationship with St Thomas' school.

Achievements and performance

Worship and Prayer

This year the church has focussed on working together to encourage parishioners to return to the church after the Covid 19 pandemic and reaching out into the community to welcome new people into the church. This has been brought about by establishing strong links with local schools and encouraging parents and children to attend church and the Sunday Club.

We started the year with two regular weekly traditional services on Sunday and Thursday and an all age worship service once a month in place of the tradition Sunday service. From September we commenced a weekly, contemporary worship service on Sunday afternoons, which includes all age worship once a month. Sunday Club is available during both the morning and afternoon services, except during the all age services when the children are included and involved in the worship.

In addition to the regular services, there have been special services at the major festivals of Easter and Christmas and other occasions such as baby loss awareness week. These have been of both a traditional and contemporary style, the intention being to meet the diverse needs of the wide age range of our congregation. The church continues to serve the community and parishioners with wedding, baptism and funeral services.

All are welcome to attend our services. At present there are 189 (2021 - 186) parishioners on the church electoral roll. Attendance has risen gradually over the year with a good increase in both adults and children. Weekly average attendance when only two services were being held was 104 adults (2021 – 119 unrestricted and 60 during restrictions) and 16 children (2021 – 10). This increased to an average of 151 adults and 42 children when the new contemporary service began on Sunday afternoons in September. Weekly attendance figures are adversely affected by bad weather and boosted by Baptisms during services and additional services held mid week at Christian festivals. In addition to services in church, some services are recorded and available on You Tube. Links to these are emailed to people on request or they can be found online. This is of great service to those who cannot get to church services for any reason. Online services often get over 60 viewings. A small group meet for Morning Prayer in church on two or three mornings per week. Details of services both in church and online are advertised on the church website, social media and the Parish Magazine which is on sale through subscription or in church.

In addition to worship and prayer in church, there are two home groups where members of the congregation can meet regularly for bible study and prayer. There are other short term bible study courses throughout the year. There is also a group of church members who pray confidentially for the sick.

A book of condolence was made available in church and a presence maintained to support the community at a time of national grief upon the death of her majesty Queen Elizabeth II.

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Deanery and Synod

Three members of the PCC were sitting on the Deanery Synod at the beginning of the year, but two resigned during the course of the year, as shown on page 1. Two members sit on the Diocesan Synod. These provide an important link between the Parish and the wider structures of the church.

The Church and the St Thomas Parish and Community Hall

We like our church to be open to our community for private prayer but it had been kept locked since the Covid 19 restrictions were in place and electronic equipment installed. It became possible to open it again each day from May, when a lockable cover was made for the electronic equipment. It is open from 9 am to 3:30 pm on weekdays.

In June the church was inspected for the quinquennial report. It was found that urgent repairs were needed to the vestry roof and these have been carried out. Other work of a less urgent nature was mentioned in the report and is to be carried out at a future date.

The church hosted a Christmas tree festival and provided teas and a craft stall for visitors.

The fire regulations for the community hall have been updated, appropriate signage obtained and all users notified. Small maintenance work has been carried out by volunteers.

The St Thomas Church food bank has grown at a steady pace this year. There were about 100 people from 32 households being supported by the end of the year, including all ages and some with disabilities. There are over 40 volunteers made up of people from all the churches in Garstang and non church members. Food and cash is donated by local supermarkets and individuals. The Community hall was registered as a designated warm space towards the end of the year, on Monday mornings when the Food Club is open and a grant has been awarded by Lancashire County Council to support this.

Two fund raising events have taken place in the hall which brought in revenue for the church and welcomed people from the wider community. There were also two community fund raising events which benefited both church and community.

Church groups such as PCC, Sunday Club, Mothers Union and the Second Wednesday (ladies fellowship) make use of the hall for meetings and it is also hired out to local groups and individuals. The hall has become self financing again.

Pastoral Care

Those who are sick in the parish can request a visit from the Reverend Michael Hutchinson or a member of his team, who will celebrate communion with them. A small group went out into care homes in the town, towards Christmas to sing carols and celebrate communion with the residents. This was welcomed by the residents and the team intend to build on this in the coming year.

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Garstang St Thomas School

Garstang St Thomas school has continued to thrive in 2022. The headteacher serves on the PCC, which helps to maintain a close working relationship between school and church. The school has extended the age range it caters for by opening a nursery for preschool children from the age of two. This opened in September for the start of the new school year and is doing well. This means that the school age range is now 2-11.

Children from the school have taken an active part in the new contemporary service on Sunday afternoons. They also held their nativity plays and carol services in the church. The Open the Book team have continued to go into school on Wednesday afternoons. Bible stories are read involving costumes, drama and participation by the children, to give a better understanding of the Bible.

Ecumenical Relationships

The church is an active member of Garstang and District Christians Together. They held a carol service in December which was intended to be outdoor but the weather prevented it. A small sum was collected and donated to the local RVS lunch club for elderly single people. The church bank account is still holding in trust the funds belonging to the group.

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Trustees Annual Report for the year ended 31st December 2022

Financial Review

The PCC authorised the use of online banking facilities from January for the main church bank account to facilitate easier monitoring of the account and speedier online payments. The PCC also decided to join the Parish Giving Scheme in July and to purchase a contactless giving station in October. These in addition to Standing orders, envelopes and cash have enabled the church to offer a diverse range of giving opportunities to the existing and new congregations and to visitors.

Total receipts on unrestricted funds were £121500 (2021 - £104178) including designated food bank funds of £5284. This is almost at the pre-pandemic levels. The voluntary receipts including gift aid totalled £71029 (2021- £57805) an increase of almost 23%. An anonymous gift of three gold coins was made to the church in July, which were sold for £4293 to help pay our Parish Share.

£117996 (2021-£88127) was spent from unrestricted funds to provide the Christian ministry from St Thomas Church. This includes £3734 of funds designated to the food bank.

In this accounting period £70000 (2021 – 55000) was paid to the Diocese in respect of parish share. We were awarded £20035 in Parish Share Support so fully met the amount requested by the Diocese again this year.

The liability owing to the Diocese remains at £234613. Note 17.

The diocesan Parish Share mainly provides the stipends and housing for clergy and support for parishes in lower income areas.

The mission and donations as noted in Note 11 has been enhanced by the payment of £505 to the Children's Society from collection boxes and the boxes collected at the Christingle service. There was also a collection after a service of prayer for Ukraine for the Disasters Emergency Committee Ukraine appeal of £104.

The net result for the year based on cash receipts and cash payments was an excess of income over expenditure of £3504 (2021-£16051). £2125 of the excess relates to grants received to support heating the church and the designated warm space in the community hall, which have been carried forward to pay winter heating bills.

The total cash at bank and held as cash at 31st December 2022 (note 13) was £38553 (2021- £35049), which includes reserves of £17354 (2021 - £13890) held in Natwest PCC Building Fund and the CBF Church of England deposit Fund. £4901 of the total money is held by or on behalf of other groups within or connected to St Thomas Church.

Reserves Policy

The above mentioned £17354 is the amount we currently hold in reserve, plus a float of about £2000 in each of the Hall account and Churchwardens account. We were saving £750 per month until June, when the PCC decided that we held enough for our potential needs.

We aim to hold;-

Three times the average hall income - £2900

Three times the regular out goings from the Churchwardens account - £7350

Three times the average sum for regular maintenance bills - £600

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

A sum for potential bills of around £8000, for quinquennial repairs and because our heating boiler is quite old.

An extra 10% for inflation

Total required £20735.

This is reviewed as necessary throughout the year.

Trustees Annual Report for the year ended 31st December 2022

Approved by the PCC on

and signed on their behalf by

Revd. M Hutchinson (Vicar)

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M Grimsey (Treasurer)

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THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Receipts and Payments Account

	Notes	Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total 2022	Total 2021
		£		£	£	£	£
Receipts							
Voluntary Receipts							
Planned Giving		39675				39675	33041
Collection at Services		7050				7050	5629
All other voluntary giving	1	14053				14053	8037
Gift Aid Recovered		10251				10251	11098
		71029				71029	57805
Legacies		1000				1000	5000
Sale of Assets/Investments	14	4986				4986	0
Activities for generating funds	2	6273				6273	3761
Investment Income	3	34				34	32
Church Activities	4	24011				24011	21314
Other Receipts	5	6217				6217	3666
Mission	6	651	4784			5435	2765
Grants received	7	2015	500			2515	9835
Total receipts		116216	5284			121500	104178
Payments							
Church Activities							
Parish Share		70000				70000	52000
Other ministry costs	8	5609				5609	3407
Church running Costs	9	20088				20088	20481
Parish Hall running costs	10	10630				10630	5451
Mission giving and donations	11	1372	3734			5106	2639
Other payments	12	6563				6563	4149
Capital Expenditure		0				0	0
Total		114262	3734			117996	88127
Excess of income over payments		3504					
Cash at bank and in hand 1 January 2022		35049					
Excess of receipts over payments		3504					
Cash at bank and in hand 31 December 2022		38553					

Approved by the Parochial Church Council on

and signed on its behalf by

Rev. M Hutchinson (Vicar)

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Mrs M Grimsey (Treasurer)

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The notes on pages 10-13 form part of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Financial Statement for the Year Ended 31 December 2022

Statement of Assets and Liabilities

	Note	Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total 2022	Total 2021
Cash Funds	13						
Bank Current Accounts		17920	3279			21199	21159
Deposit Accounts		17354				17354	13890
Other Monetary Assets	16						
Income Tax recoverable from gift aid		4077				4077	5159
Investment Assets							
Investments at market value	14	475				475	1218
Assets retained for church use	15	805704				805704	811767
Liabilities	17	234613				234613	234917

Approved by the Parochial Church Council on

and signed on it's behalf by

Revd. M Hutchinson (Vicar)

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Mrs M Grimsey (Treasurer)

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The notes on pages 10-13 form part of these accounts.

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

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 and the Charities Act 2011

The financial statements have been prepared on a cash basis and providing a statement of assets and liabilities as at the 31st December 2022. The financial statements include all cash transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body.

Funds.

Endowment funds are funds, the capital of which must be maintained until the capital project for which the endowment was donated is complete. The income arising from the investment may be used as unrestricted income as required.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance 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.

Unrestricted Funds are general funds which can be used for PCC ordinary purpose.

Incoming resources.

Planned giving, collections and donations are recognised when received. Tax refunds from gift aid are recognised when received. Grants and legacies are accounted for when received and only included in the Statement of Assets when the PCC is legally entitled to the amounts due. Dividends and interest is accounted for when received. All other income is accounted for when received. All incoming resources are accounted for gross.

Resources expended.

Grants and donations are accounted for when paid. In the Statement of Liabilities significant expenditure is recognised when due and is accounted for gross.

Fixed Assets

Consecrated and benefice property is not included in the statement of assets and liabilities in accordance with the Charities Act.

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.

Valuations have been included as at 31st December 2022. (Note 115)

Investments are valued as at market value at 31st December 2022 and are listed in note 14.

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Financial Statement for the year Ended 31st December 2022

Notes to the Accounts

Receipts

	2022	2021
1 All other Voluntary Giving	£	£
Donations	4736	2037
Churchyard Fund	2725	668
Car Park receipts	6592	3947
Memorial Garden	0	50
Notice Sheets	0	30
Decorating appeal	0	1305
	<u>14053</u>	<u>8037</u>
2 Activities for generating funds		
Parish Magazine	1401	279
Fundraising Events	4743	3482
Sale of surplus equipment	129	0
	<u>6273</u>	<u>3761</u>
3 Investment Income		
Bank Interest	12	5
Dividends	22	27
	<u>34</u>	<u>32</u>
4 Church Activities		
PCC Fees (net of BDBF Fees)	12405	15727
Parish Hall Lettings	11606	5587
	<u>24011</u>	<u>21314</u>
5 Other Receipts		
Flower Fund	317	190
Church Groups	3118	1539
Miscellaneous	1664	865
Refund of Utility Bills fr. BDBF	1061	0
Garstang Christians Together	57	1072
	<u>6217</u>	<u>3666</u>
6 Mission		
Bishop's Harvest Appeal	385	75
Ordination Fund	266	0
Foodbank	4784 Designated	2690
	<u>5435</u>	<u>2765</u>
7 Grants received		
Warm Space grant foodbank	500 Designated	0
Listed P of W	390	0
Heating Grant	1625	0
All Churches grant	0	1500
Wyre Council Covid19 Support	0	8335
	<u>2515</u>	<u>9835</u>

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Financial Statement for the year Ended 31st December 2022

Notes to the Accounts

Payments

	2022	2021
	£	£
8 Other Ministry Costs		
Other Fees	72	1162
Organist	325	195
Vicarage Costs:- Council Tax	2844	896
Water	572	9
Telephone/broadband	506	680
Old vicarage Heat and Light	916	465
Travel Costs: Clergy	374	0
Others	0	0
	<u>5609</u>	<u>3407</u>
9 Church Running Costs		
Electricity	1654	481
Gas	1794	1562
Water	1057	1288
Insurance	2279	2515
WIFI	119	0
Cleaning	0	300
Repairs and Maintenance	3822	8419
Equipment	643	0
Churchyard Maintenance	4097	2839
Upkeep of Services	2468	1575
Car Park	2155	1358
Parish Office	0	144
	<u>20088</u>	<u>20481</u>
10 Parish Hall Running Costs		
Running Costs	9937	4402
Repairs and Maintenance	693	1049
	<u>10630</u>	<u>5451</u>
11 Mission Giving and Donations		
Bishops Harvest Appeal/Ordination fund	651	75
Afrinspire	60	0
Brittish Legion	0	125
Childrens Society	0	32
Garstang Deanery	18	43
Other Charities	210	0
Foodbank payments	3734 Designated	1173
St Thomas School/outreach	356	247
Christians Together payments	77	944
	<u>5106</u>	<u>2639</u>
12 Other Payments		
Parish Magazine	983	1064
Stationary and Consumables	85	300
Fund Raising Costs	381	263
Sundries	2404	857
Flowers	395	194
Church Groups	2315	1471
	<u>6563</u>	<u>4149</u>

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Financial Statement for the year Ended 31st December 2022

Statement of Assets and Liabilities

Notes to the Accounts

	2022	2021
	£	£
13 Cash and Bank Funds		
PCC St Thomas Churchwardens Account	14124	12406
PCC St Thomas Parish Hall Account	5442	7657
PCC St Thomas Choir	60	60
Nationwide BS Sunday Club Closed	0	160
Royal Bank of Scotland – Second Wednesday	1147	439
Natwest – Mens Fellowship	296	296
Mens Fellowship – cash	67	0
Flower Fund – cash	63	91
Youth Club – cash paid into CW acc	0	50
Sub Total	21199	21159
PCC St Thomas Building Fund	15729	12265
CBF Church of England Deposit Fund	1625	1625
Total	38553	35049

14 Investments at Market value

R Dunderdale Charity	Charifund 29 Units	Charinco 87.659 Units	2022 £	2021 £
Market Value at 01 January 2022	451	161	612	571
Revaluation	-15	-24	-39	41
Value when sold on 24 August 2022	436	137	573	612
2 ½ Consolidated stock sold 5 July 2015 – cash reclaimed 13 May 2022			120	120
Three Gold Coins – value when sold on 3 November 2022			4293	0
Value of Investments sold - at date of sale			4986	0
Held by Blackburn Diocesan Board of Finance				
CCLA CBF deposit fund (Bennet C&CY)			373	368
St Thomas Sunday School 75 Shares			102	118
Value of Investments at 31 December 2022			475	1218

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Financial Statement for the year Ended 31st December 2022

Statement of Assets and Liabilities

Notes to the Accounts

15 Assets Retained for Church use	Freehold Land & Buildings £	Inalienable Historic Assets £	Church Equipment £	Total £
Book value at 1 January 2022	801751		10016	811767
Additions				
Written Down			6063	-6063
Book value at 31 December 2022	801751		3953	805704
Freehold Land and Buildings comprise				
New Parish Hall				
Cost of Land in 2010	100245			
Cost of Construction completed 2016	626506			
Cost	726751			
Car Park	75000			
At Book value since 2010	801751			
	2022 £		2021 £	
16 Debtors				
HMRC re Gift Aid submitted	4077		5159	
17 Liabilities				
Blackburn Diocesan Board of Finance Ltd				
Balance at 31/12/2021 per Diocesan statement			234613	
Add Parish Share request in January 2022		90035		
Less Allowances made by Diocese in 2022		-20035		
Less Parish Share paid in 2022		-70000		
Balance at 31 December 2022	234613			
Water-Plus			304	
Total Liabilities	234613		234917	

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG