

THE PARISH CHURCH OF ST THOMAS GARSTANG

ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL

for the

YEAR ENDED 31st DECEMBER 2023

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 Revd. M Hutchinson

Churchwardens

J Allsop
M H Allsop
Dr T Sperring

Appointed 23rd April
Appointed 23rd April
Resigned 23rd April

Deputy Warden

D Holmes

Diocesan Synod Representatives

J Matthew

Deanery Synod Representatives

J Matthew

Elected Members

J Blakely

N B Brown
C Bull
C Cunnane
C Gibb
J Gray
M Grimsey
J Hewitt
A Mackie

Resigned 23rd April

Appointed 23rd April

Resigned 04 January

Treasurer

Appointed 23rd April

Resigned 07 September

By Invitation

J Matthew
J Osborne
K Sperring
Revd. E Gray

Resigned 23rd April

Resigned 23 April

Reappointed 18 May

Appointed 20th February

To 23rd April

Appointed 20th February

To 23rd April

J Allsop

M H Allsop

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG
Trustees Annual Report for the year ended 31st December 2023

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 12 times in the year including the Annual Parochial Council Meeting (APCM) and 2 extraordinary meetings. The Standing Committee met 8 times. All the PCC meetings this year were in person, with an average attendance of twelve members per meeting. The Standing committee meet on Zoom.

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. 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 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 reach out into the community to welcome new people into the church, tailoring our services to meet the needs of our diverse congregation and making the church a more welcoming environment for those who worship here. This has been brought about by continuing strong links with local schools, encouraging parents and children to attend church and the Sunday Club and by listening to people. We have also successfully fundraised to enhance the heating system, making the church more comfortable for old and young alike. This work is not yet complete.

This year there has been a traditional choral communion service on Sunday mornings, a spoken communion service for market day on Thursday mornings and a contemporary worship service on Sunday afternoons. This service includes all age worship once a month and communion twice a month. Sunday Club is available during both of the Sunday 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 on Civic Sunday and during 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 and to reach out to the people of Garstang. The church has continued to serve the community and parishioners with 2 weddings, 15 funeral services, 7 burials of ashes and 24 Baptisms. Baptisms take place during our Sunday morning worship, welcoming the child into the family of the church.

All are welcome to attend our services. After reviewing the figures, there are 198 (189 - 2022) parishioners on the church electoral roll.

Attendance has risen gradually over the year with an increase of 12% for adults and 23% for children. Weekly average attendance was 142 (127 – 2022) adults and 32 (26 – 2022) children. Weekly attendance figures were adversely affected by bad weather and boosted by Baptisms during services and additional attendance for Christian festivals. Numbers from special additional services held mid week are not included in the figures. At the beginning of the year, some services were recorded and available on You Tube, this service is not currently available, but we hope to resume them in the future for those unable to attend church. A small group meet for Morning Prayer in church on two mornings per week. Details of services in church are advertised on the church website and notice boards, in 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 was an Alpha course early in the year. There has been a confirmation service with preparation sessions before, which continued into a youth study group afterwards. There is also a group of church members who pray confidentially for the sick.

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

Deanery and Synod

One member of the PCC sat on the Deanery Synod this year and the same member sat on the Diocesan Synod. This provides 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 where possible. It is generally open during school hours and for special events, which in November included an exhibition organised by our Mothers Union branch. The Souls of our Shoes was designed to raise awareness of domestic abuse and attracted visitors from a wide area. We aim to be involved in our local community, so participated in the town Jumble Trail and the church hosted a Christmas tree festival providing teas and a craft stall for visitors.

There is a hall committee who organise bookings and maintenance of the community hall and make sure things run smoothly for the many groups which hire the hall. These groups organise a range of activities including a lunch club, youth club, dance classes and interest groups, helping to cater for the needs of the people of Garstang, both young and old. Several fund raising events have taken place in the hall this year, 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 the town and a local exhibition.

Church groups such as PCC, Sunday Club, Mothers Union and the Second Wednesday (ladies fellowship) make use of the hall for meetings. The hall is self financing.

The St Thomas Church food bank has a new management committee this year. There were over 40 households being supported, including all ages and some with disabilities. 621 food parcels have been given out with an estimated value of £30000. These include some fresh foods, fruit and vegetables, purchased with cash donations. There are 47 volunteers made up of people from all the churches in Garstang and non church members. Food and cash is donated by local supermarkets, groups and individuals. The foodbank also received funding from Lancashire County Council.

The Community hall was registered as a designated warm space until the end of March, on Monday mornings. A grant was awarded by Lancashire County Council to support this.

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.

Garstang St Thomas School

Garstang St Thomas school has continued to thrive in 2023 and the excellent work of the school was highlighted in the very positive OFSTED inspection report published in October. The strong working relationship between school and church has been maintained. Children from the school have taken an active part in the contemporary service on

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

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 a member of Garstang and District Christians Together.
The church bank account is still holding in trust the funds belonging to the group.
The St Thomas Foodbank depends on the support of the other churches in Garstang for financial support and volunteers.

Safeguarding

The Safeguarding Officer is David Holmes and the Deputy Safeguarding Officer is Liz Campbell. They are responsible for working with the PCC to ensure that the church follows the Safeguarding Policy, in line with Diocesan guidelines.

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG
Trustees Annual Report for the year ended 31st December 2023

Financial Review

The decision to upgrade the church heating system has had a big impact on church finances this year. Around £40000 was raised by church members ranging in age from 8 to 95 from donations and fund raising initiatives. A fundraising web page was made available in addition to the Parish Giving One Off gifts facility, bank transfers, cheques and cash. £16000 has been carried forward to pay for work commissioned but not yet completed.

Take up and income from the Parish Giving Scheme has grown steadily this year as has use of the contactless giving station. 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 £177255 (2022 - £121500) including designated food bank funds of £15410. The voluntary receipts including gift aid totalled £77649 (2022- £71029) an increase of 9 percent. The church foodbank received grants of £5795 to support their work in the community.

The income from the Parish and Community hall increased by almost 25 percent, while expenses increased by 20 percent. It continues to make a small profit and to be available for use by the church and church groups as well as by the local community.

£162967 (2022-£117996) was spent from unrestricted funds to provide the Christian ministry from St Thomas Church. This includes £9756 (2022 - £3734) of funds designated to the food bank.

In this accounting period £78741 (2022 – 70000) was paid to the Diocese in respect of Parish Share. We were awarded £7000 in Parish Share Support so fully met the amount requested by the Diocese again this year. The diocese has written off the outstanding debt.

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

The mission and donations as noted in Note 11 has been enhanced by the payment of £325 to the Children's Society from collection boxes and the boxes collected at the Christingle service.

The net result for the year based on cash receipts and cash payments was an excess of income over expenditure of £14288 (2021-£3504). As stated above, this excess is needed to pay for work in progress.

The total cash at bank and held as cash at 31st December 2023 (note 13) was £52841 (2022- £38553), which includes reserves of £24692 (2022 - £17354) held in Natwest PCC Building Fund and the CBF Church of England deposit Fund. £10374 (2022 – £5024) 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 £24692 is the amount we currently hold in reserve plus a float of about £2000 in the Churchwardens account and £3600 hall account. We aim to keep approximately £8400 in the Building Fund account and £1662 in the CBF fund, which is our only interest earning account at the present time. We are not currently saving.

THE PAROCHIAL CHURCH COUNCIL OF ST THOMAS GARSTANG

We aim to hold:-

Three times the average hall income - £3600

Three times the regular out goings from the Churchwardens account - £9000

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

Outstanding items from the quinquennial report - £1000

£1500 for contingencies.

In addition to the above we have the sum of about £15000 raised to pay for work already commissioned but not yet carried out. Work on removing asbestos and completing the upgrade to the church heating is scheduled for January.

There is also another £1000 for urgent work on trees in the churchyard.

Trustees Annual Report for the year ended 31st December 2023

Approved by the PCC on *18th March 24* and signed on their behalf by

Rev. M Hutchinson (Vicar)

M. Hutchinson

M Grimsey (Treasurer)

M. Grimsey

Independent Examiner's Report to the trustees of St Thomas's Church, Garstang, Parochial Church Council (PCC)

Independent examiner's report to the trustees of St Thomas's Church, Garstang, Parochial Church Council (PCC)

I report to the charity trustees on my examination of the accounts of St Thomas's Church, Garstang, Parochial Church council (the Trust) for the year ended 31st December 2023 which are set out on pages 9 to 14

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").

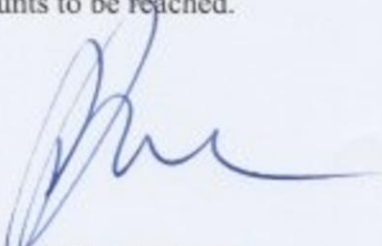
I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

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; or

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 of the accounts to be reached.



Mr Paul J Ronson FCA
Institute of Chartered Accountants in England & Wales
CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

18th March 2024

Financial Statement for the Year Ended 31st December 2023

Receipts and Payments Account

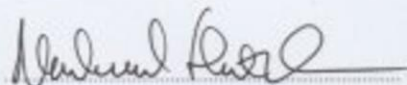
	Notes	Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total 2023	Total 2022
		£		£	£	£	£
Receipts							
Voluntary Receipts							
Planned Giving		49,716				49,716	39,675
Collection at Services		9,375				9,375	7,050
All other voluntary giving	1	4,051				4,051	14,053
Gift Aid Recovered		14,507				14,507	10,251
		<u>77,649</u>				<u>77,649</u>	<u>71,029</u>
Legacies		0				0	1,000
Sale of Assets/Investments	14	0				0	4,986
Activities for generating funds	2	49,696				49,696	6,273
Investment income	3	65				65	34
Church Activities	4	25,727				25,727	24,011
Other Receipts	5	3,809				3,809	6,217
Mission	6	802	9,615			10,417	5,435
Grants received	7	4,097	5,795			9,892	2,515
Total receipts		<u>161,845</u>	<u>15,410</u>			<u>177,255</u>	<u>121,500</u>
Payments							
Church Activities							
Parish Share		78,741				78,741	70,000
Other ministry costs	8	5,317				5,317	5,609
Church running Costs	9	48,439				48,439	20,088
Parish Hall running costs	10	12,755				12,755	10,630
Mission giving and donations	11	1,819	9,756			11,575	5,106
Other payments	12	6,140				6,140	6,563
Capital Expenditure		0				0	0
Total		<u>153,211</u>	<u>9,756</u>			<u>162,967</u>	<u>117,998</u>
Excess of income over payments		14,288					
Cash at bank and in hand 1 January 2023		38,553					
Excess of receipts over payments		14,288					
Cash at bank and in hand 31 December 2023		52,841					

Approved by the Parochial Church Council on

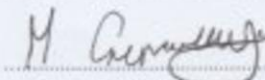
18th March 24

and signed on it's behalf by

Rev. M Hutchinson (Vicar)



Mrs M Grimsey (Treasurer)



The notes on pages 11-14 form part of these accounts.

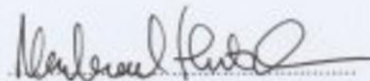
The Parochial Church Council of St Thomas Garstang

Financial Statement for the Year Ended 31 December 2023

Statement of Assets and Liabilities	Note	old figures Unrestricted Fund	Designated Fund	Restricted Fund	Endowment Fund	Total 2023	Total 2022
Cash Funds	13						
Bank Current Accounts		19,851	8,298			28,149	21,199
Savings Accounts		24,692				24,692	17,354
Investment Assets							
Investments at market value	14	494				494	475
Assets retained for church use	15	801,751				801,751	805,704
Other Monetary Assets	16						
Income Tax recoverable from gift aid		6,231				6,231	4,077
Liabilities							
CPL Heating and Plumbing	17	16,018				16,018	0

Approved by the Parochial Church Council on 18th March 24 and signed on it's behalf by

Revd. M Hutchinson (Vicar)



Mrs M Grimsey (Treasurer)



The notes on pages 11-14 form part of these accounts.

Notes to the financial statements for the year ended 31st December 2023

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 2023. 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 2023. (Note 15)

Investments are valued as at market value at 31st December 2023 and are listed in note 14.

The Parochial Church Council of St Thomas Garstang

Financial Statement for the year Ended 31st December 2023

Notes to the Accounts

Receipts

	2023	2022
		£
1 All other Voluntary Giving		
Donations	3,476	4,736
Churchyard Fund	575	2,725
Carpark	0	6,592
Memorial Garden	0	0
	<u>4,051</u>	<u>14,053</u>
2 Activities for generating funds		
Parish Magazine	1,376	1,401
Fundraising Events	42,110	4,743
Car Park receipts	6,110	0
Sale of surplus equipment	100	129
	<u>49,696</u>	<u>6,273</u>
3 Investment Income		
Bank Interest	65	12
Dividends	0	22
	<u>65</u>	<u>34</u>
4 Church Activities		
PCC Fees (net of BDBF Fees)	11,223	12,405
Parish Hall Lettings	14,504	11,606
	<u>25,727</u>	<u>24,011</u>
5 Other Receipts		
Flower Fund	131	317
Flowers cash	58	
Church Groups	2,968	3,118
Miscellaneous	652	1,664
Refund of Utility Bills fr. BDBF	0	1,061
Garstang Christians Together	0	57
	<u>3,809</u>	<u>6,217</u>
6 Mission		
Bishop's Harvest Appeal	504	385
Earthquake Appeal	298	0
Ordination Fund	0	266
Foodbank	9,535	4,784
Foodbank Cash	80	0
	<u>10,417</u>	<u>5,435</u>
7 Grants received		
Warm Space grant duplicate	500	500
LCC Food Grant	795	0
Wyre Household Support	5,000	0
Listed P of W	3,597	390
Heating Grant	0	1,625
	<u>9,892</u>	<u>2,515</u>

Notes to the Accounts

Payments	2023 £	2022 £
8 Other Ministry Costs		
Other Fees	146	72
Organist	185	325
Vicarage Costs:- Council Tax	3,054	2,844
Water	551	572
Telephone/broadband	385	506
Old vicarage Heat and Light	0	916
Travel Costs: Clergy	996	374
	<u>5,317</u>	<u>5,609</u>
9 Church Running Costs		
Electricity	1,733	1,654
Gas	3,466	1,794
Water	876	1,057
Insurance	2,650	2,279
WIFI	532	119
Cleaning	0	0
Repairs and Maintenance	26,303	3,822
Equipment	140	643
Churchyard Maintenance	8,320	4,097
Upkeep of Services	2,571	2,468
Safeguarding	90	0
Car Park	1,758	2,155
	<u>48,439</u>	<u>20,088</u>
10 Parish Hall Running Costs		
Running Costs	12,242	9,937
Repairs and Maintenance	513	693
	<u>12,755</u>	<u>10,630</u>
11 Mission Giving and Donations		
Bishops Harvest Appeal/Ordination fund	505	651
Afrinspire	196	60
Childrens Society	0	0
Garstang Deanery	0	18
Other Charities	373	210
Foodbank payments	7,451 Designated	3,734
Foodbank cash payments	2,305 Designated	0
Various outreach/Alpha	745	356
Christians Together payments	0	77
	<u>11,575</u>	<u>5,106</u>
12 Other Payments		
Parish Magazine	843	983
Stationary and Consumables	216	85
Fund Raising Costs	353	381
Sundries	1,886	2,404
Flowers cash	167	395
Church Groups	2,675	2,315
	<u>6,140</u>	<u>6,563</u>

Statement of Assets and Liabilities

Notes to the Accounts

	2023	2022
	£	£
13 Cash and Bank Funds		
PCC St Thomas Churchwardens Account	22,572	14,124
PCC St Thomas Parish Hall Account	3,802	5,442
PCC St Thomas Choir – Closed	0	60
Royal Bank of Scotland – Second Wednesday	1,437	1,147
Foodbank Cash	125	0
Natwest – Mens Fellowship – Closed	0	296
Mens Fellowship – cash	109	67
Flower Fund – cash	104	63
Sub Total	28,149	21,199
PCC St Thomas Building Fund	23,030	15,729
CBF Church of England Deposit Fund	1,662	1,625
Total	52,841	38,553

14 Investments at Market value

	2023	2022
Held by Blackburn Diocesan Board of Finance		
CCLA CBF deposit fund (Bennet C&CY)	385	373
St Thomas Sunday School 75 Shares	109	102
Value of Investments at 31 December 2023	494	475

15 Assets Retained for Church use	Freehold Land & Buildings £	Inalienable Historic Assets £	Church Equipment £	Total £
Book value at 1 January 2023	801,751		3,953	805,704
Additions				
Written Down			3,953	-3,953
Book value at 31 December 2023	801,751		3,953	801,751

Freehold Land and Buildings comprise

New Parish Hall

Cost of Land in 2010 100,245

Cost of Construction completed 2016 626,506

Cost 726,751

Car Park 75,000

At Book value since 2010

801,751

	2023	2022
	£	£
16 Debtors		
HMRC re Gift Aid submitted	6,231	4,077
17 Liabilities		
CPL Heating outstanding work	16,018	0
J Book Fees		0
Total Liabilities	16,018	0