THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACOT, STOKE-UPON-TRENT

England & Wales · Charity number 1131470

Details

Other names	MEIR HEATH & NORMACOT PCC
Status	Registered
Legal form	Previously excepted
Registered	2009-09-02
Register	View on the Charity Commission register

Contact

Address	St. Francis Parish Church Sandon Road Stoke-on-Trent ST3 7LH
Phone	01782393189
Email	office@MHandN.org
Website	www.MHandN.org

Activities

Objects: Promoting in the ecclesiastical parish the whole mission of the Church.

Activities: Parochial Church Council

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

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Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Staffordshire
- Stoke-on-trent City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£101,628	£100,368	-	-
2023-12-31	£89,846	£118,924	-	-
2022-12-31	£149,330	£92,473	-	-
2021-12-31	£165,101	£105,776	-	-
2020-12-31	£84,963	£97,429	-	-

Trustees

Name	Role	Appointed
Rev DAVID MCHARDY	Chair	2011-09-04
DENISE IRENE PARR		2019-04-14
Dawn Ann Roberts		2019-04-14
JULIE KENT		2019-04-14
KEITH WHEELDON		2019-04-14
LYNN GATER		2019-04-14
RICHARD WHITMORE		2019-04-14
SUSAN GOODWIN		2019-04-14
VALERIE LYNCH		2019-04-14
WENDY KAY HUSON		2019-04-14
YVONNE RYAN		2019-04-14

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACC

England & Wales - Charity number 1131470

Accounts

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	Jan	2024		31	Dec	2024

Section A Reference and administration details

Charity name	**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACOT, STOKE-UPON-TRENT**
Other names charity is known by	MEIR HEATH & NORMACOT PCC
Registered charity number (if any)	1131470
Charity's principal address	Parish Office, St Francis's Church
	Sandon Road
	Stoke-on-Trent
	Postcode ST3 7LH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	The Revd Dr David McHardy	Vicar		*Ex officio* by virtue of office
3	Mrs Dawn Roberts	Churchwarden/Chair		Elected by the Annual Parish Meeting
4	Mrs Anne Beckett	Churchwarden		Elected by the Annual Parish Meeting
	Mrs Susan Goodwin	PCC Secretary		Elected by the Annual Parish Meeting
8	Mrs Julie Kent	Treasurer / Lay Reader		*Ex officio,* by virtue of licence
	Mrs Valerie Lynch			Elected by the Annual Parish Meeting
10	Mrs Denise Parr			Elected by the Annual Parish Meeting
13	Mrs Yvonne Ryan	Social / Health & Safely		Elected by the Annual Parish Meeting
14	Mr Keith Wheeldon	Outreach Committee		Elected by the Annual Parish Meeting
15	Mrs Wendy Huson			Elected by the Annual Parish Meeting
16	Miss Lynn Gater			Elected by the Annual Parish Meeting

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Meir Heath & Normacot PCC is a corporate body established by the Church of England operating under the PCC (Powers) Measure 1956 as amended and Church Representation Rules.
How the charity is constituted (eg. trust, association, company)	Corporate Body
Trustee selection methods (eg. appointed by, elected by)	All PCC members are charity Trustees, the majority being elected by those on the Church's Electoral Role at an Annual Parochial Meeting held before the end of April each year. Others are members and Trustees by virtue of their position in the Parish.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about: • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them.	Newly elected PCC members are introduced to their role as Trustees of a registered charity and members may attend Diocesan training events applicable to their roles. All issued with 'Trusteeship: An Introduction for PCC Members' published jointly by The Archbishops' Council and the Charity Commission. The Lichfield Diocesan Office offers high quality, professional advice to PCCs. During the pandemic, meetings were reduced in frequency and mainly held *via* Zoom; however, with the ending of restrictions, we resumed face to face meetings and these are now the sole form of meeting, largely because of lack of comfort using the technology. **Safeguarding training** for the members of the PCC was completed according to the requirements of the Church of England and an appropriate register is maintained. No safeguarding issues were raised during the year

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document	The PCC's principal function is to promote in the ecclesiastical Parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical). We try to enable people to live out their faith more effectively through the Diocese's Four Primary Purposes of: □ Worship and Prayer □ Evangelism and Outreach □ Teaching and Nurture □ Social Justice and Care In doing so, we provide a benefit to the public by: □ Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for our members and for anyone who wishes to benefit from what the Church offers: and □ Promoting Christian values, and service by members of the Church in and to the community, to the benefit of individuals and society as a whole. To facilitate this work it is important for us to keep the fabric of our parish buildings and the condition of the grounds in good order.
Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)	In planning our activities, the PCC trustees have been aware of the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* and have had regard to it in the administration of the Charity. **<u>Worship and Prayer</u>** The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community. We are fortunate to be able to enjoy a wide and flexible programme of liturgical worship, within the Catholic tradition, including, but not limited to: **Sunday services** 0800 Holy Communion (BCP) St Francis 0930 Parish Mass & Children's Church St Francis

Weekday services
Morning Office 09:00 Morning Prayer (Mon to Thurs) St Francis
Evening Office 17:00 Evening Prayer (Mon to Thurs) St Francis
Tuesday 09:30 Mass St Francis
Thursday 19:30 Mass St Francis
Saturday 12:00 Mass St Francis (Advent & Lent only)

Other devotional acts of worship take place depending on the liturgical season e.g. Stations of the Cross during Lent. Occasional services, meetings of the Cell of Our Lady of Walsingham and other activities are held and promoted. An annual Christmas Nine Lessons and Carols service is held, as are annual events for All Souls and Remembrance Sunday. Greater Festivals are commemorated either by a weekday mass, usually at 19.30, or by transferring the observance of the Feast to a Sunday, as the rubrics permit and as pastoral concern requires.

Weddings, Funerals and other rites were as arranged. Baptisms are held at 14.00 on Sundays or at any Sunday Mass, with the occasional baptism on a Saturday, if that suits the families better.
Confessions are heard by arrangement.
‘

Rare acts of worship and participation in assemblies are held at St Matthew’s Academy, on request of the Head Teacher.

Teaching and Nurture
We held our usual annual Lent and Advent courses but attendance is lower than in previous years, partly due to an aging and diminishing congregation and partly due, during Advent, to the weather and dark nights. As a result, we decided to hold the Advent course slightly earlier in the autumn, resulting in a slight lift in attendance. This was further facilitated by moving the classes to daytime hours, as people are increasingly reluctant to drive at night.

Evangelism and Community Outreach
The Beacon parish magazine – published monthly in-house and widely distributed across the parish community. Local companies and individuals publish adverts in the magazine. Fr David has used the **Beacon** parish magazine, through a series of monthly articles, to help the community and congregation to meet the challenges of the current age, as well as by providing articles on appropriate Christian topics. Occasional articles on other topics are contributed by members of the parish.

The parish website – previously kept up to date, has suffered from the resignation of the previous webmaster and a replacement format is currently being considered, as too much technical knowledge is required for the current format. However, an awareness of the financial costs is delaying any decision on this at present. ***A Church Near You***, maintained by the Church of England, is currently acting as a temporary replacement. Plans have been commenced with a view to replacing our current website with a more user-friendly version, permitting regular updating, though these are currently on hold, as the PCC lack the technical knowledge to fully investigate our requirements. However, financial constraints are delaying the implementation of this programme

Holy Evangelists Church - has been closed since January 2021, due

to maintenance issues. The initial problems, caused by water ingress due to the theft of lead from the roof, were finally resolved at the end of the year. However, further work was needed to replace rotting floor timbers at the side (disabled) access. A Faculty application to allow this work to be completed has been submitted. However, as the floor is unsafe and as this door constitutes our fire and emergency access, the church remains closed for worship, with all services taking place at St Francis' in the interim. The plan now, owing to lack of funds and a diminished congregation due to age, is to seek the permanent closure of the church for public worship. As part of the process, a public meeting to discuss the future of the church was held in late May. Provisional approval, subject to the completion of a Quinquennial Inspection, has been given by the diocese.

Social Justice and Care

We continue to support the work of **The Children's Society** and **World Vision.** We actively promote the work of **Christian Solidarity Worldwide**, as well as that of **Christian Aid.** Although not formally part of the **Warm Spaces** initiative, owing to a decision by the PCC, our **Games Club** and **Stitch, Knit and Natter** groups fulfil the same aims and are widely advertised in the parish. The parish has made an ongoing commitment to work in partnership with the **Walk, Talk, Action** group, whereby we provide meeting and basic kitchen facilities on a weekday for the group, with the aim of combatting loneliness, particularly among the elderly, which is a major problem in the locality.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

St Clare's Church Centre continues to be run as a venue for a range of classes and groups. The primary group to hire the hall is a dance group, which runs classes for both adults and children.

The facility is run by the PCC, with minimal involvement from the vicar. Day-to-day running of the Centre is dealt with by the Administrator. We have successfully obtained a series of relatively small grants from the local authority for the refurbishment and enhancement of the facility. This has permitted the PCC to continue to make the facility available for hire to community groups and, owing to the reduction of council services, makes a welcome contribution to the social life of the area.

The parish provides a venue for the work of the local **Community Payback** restorative justice programme. A team of men who have received sentences of unpaid labour work here and at St Clare's each week, maintaining the condition of the grounds.

Section D Achievements and performance

Section D Achievements and performance

Summary of the main achievements of the charity during the year

We have continued to live out the Christian Faith in this part of our local community and have remained supportive of our many ventures. The pandemic caused a reduction in our activities and attendance, but we are now in the continued process of recovery from that era. Our annual **Burns' Supper**, **Concerts, Parish Trips** and other activities have now been fully resumed.

Section E Financial review

Brief statement of the charity's policy on reserves	We have no cash reserves at present. Our previous investment account with HSBC has been wound up and the assets transferred to CCLA. This has successfully generated extra money for our reserves. It is the PCC's policy to closely monitor the performance of these investments. At Normacot, we received a substantial legacy, which has been invested with CCLA and continues to provide growth. However, owing to the terms of the legacy, these funds are restricted and are presently paying for any repair works to the church.
Details of any funds materially in deficit	None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about: • the charity's principal sources of funds (including any fundraising); • how expenditure has supported the key objectives of the charity; • investment policy and objectives including any ethical investment policy adopted.	Aside from giving, our primary sources of income are from the letting of our premises and from the investment funds. Expenditure has been directed to the support of the charity's aims, including the maintenance of buildings, the support of worship and the employment of a Benefice Administrator on a part-time basis. A very generous legacy (£70 000) was left to the Benefice to be spent at the discretion of the Vicar for the spiritual benefit of parishioners at Normacot. So far, this has been used to cover transport costs to enable those at a distance to continue to attend church services at St Francis' and to fund the cost of the repairs at Holy Evangelists'.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	David McHardy	
Full name(s)	David William McHardy	
Position (eg Secretary, Chair, etc)	Vicar & Vice Chairman of the PCC	
Date	27th October 2025	

Receipts and Payments Accounts

Year ending 31st December 2024

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Charities SORP (FRS 102)

Approved by the PCC on 03/03/25 **and signed on their behalf by**

.....(PCC Chairman)

DIOCESE OF LICHFIELD

The Church of England around Staffordshire, northern Shropshire and the Black Country

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2024

Receipts and Payments

		Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds 2024	Total Funds 2023
							*see note 9 for full comparatives
Receipts							
Donations and Legacies	**2a**	38,282	750	528		39,560	36,999
Charitable Activities	**2b**	7,020		363		7,383	5,849
Other Trading Activites	**2c**	17,818				17,818	16,943
Investments	**2d**	49		1,950		1,999	1,585
Other	**2e**	198		2,670		2,868	2,470
Capital Withdrawal from Investment		32,000				32,000	26,000
Total		95,367	750	5,511		101,628	89,846
Payments							
Raising Funds	**3a**	2,482				2,482	1,385
Charitable Activities	**3b**	89,903	750	6,191		96,844	116,685
Other	**3c**			1,042		1,042	854
Total		92,385	750	7,233		100,368	118,924
Net gain/(losses) on investment		-27,395				-27,395	-14,219
Net Income/(Expenditure)		2,982	0	-1,722		1,260	-29,078
Transfer between Funds							
Net Movements in Funds		-24,413	0	-1,722		-26135	-43,297
Total Funds brought forward (1st Jan 2024)		85,024	0	101,781	0	186,805	230,102
Total Funds carried forward (31st Dec 2024)		**60,611**	**0**	**100,059**	**0**	**160,670**	186,805

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2024

Statement of Assets and Liabilities

Finance Form Box Number			Total 2024	Total 2023
	Assets retained for Church use			
32	Investment Assets	5(a)	54,215	81,610
34	Tangible Assets	5(b)		
31	**Cash Funds**			
	Bank current account		2,924	841
	Other bank accounts		103,251	103,816
	Cash		280	538
34	Other			
35	**Liabilities**	6		
	Diocesan Parish Share			
	Diocesan Loan			
	Other Liabilities			
H	**Total Net Funds**		**160,670**	**186,805**

Parish Funds		**2024**	**2023**
Unrestricted Funds			
	General	60,611	85,024
	Designated		
Restricted Funds		100,059	101,781
Endownment Funds			
	Total	**160,670**	**186,805**

The attached notes form part of these financial statements

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2024

Accounting Policies

The financial statements have been prepared in accordance with Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention.The financial statements include all 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 nor those that are informal gatherings of Church members.

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Descripton of Funds

Restricted funds comprise of two elements :-

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

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 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.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Designated funds relate to monies being held within the General account but which are set aside by the PCC for a particular purpose.

Receipts

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 receivable. All incoming resources are accounted for gross.

Payments

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 is accounted for gross.

Assets retained for Church use

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a)&(C) of the Charities Act 2011.

Moveable 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 insufficient cost information available and therefore such assets are not valued in the financial statements.

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Notes to Financial Statements for Year Ended December 2024

Finance Form Box Number	Income and Endowments from:	2	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2024	Total Funds 2023
	Donations and Legacies	**2a**						
	Voluntary Income/Receipts							
1	Tax efficient planned giving		17,473				17,473	18,281
2	Other planned giving		5,028				5,028	4,747
3	Collections at services		2,343				2,343	3,085
4	All other giving and voluntary receipts including special appeals		5,906		528		6,434	4,482
6	Gift Aid Recovered		7,532				7,532	6,404
7	Legacies received		0				0	0
8	Grants			750			750	0
			38,282	750	528		39,560	36,999
	Charitable Activities	**2b**						
	Church Activities							
11	Statutory Fees (retained by PCC)		1,952				1,952	2,748
9	Fundraising Activities		5,068		363		5,431	3,101
			7,020		363		7,383	5,849

Income and Endowments continued

			Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2024	Total Funds 2023
	Other Trading Activites	**2c**						
	Activities for Generating Fund							
12	Church Property rental		15,367				15,367	14,394
12	Solar Panels income		1,745				1,745	1,824
12	Parish Magazine/Bookstall		706				706	725
			17,818				17,818	16,943
	Investments	**2d**						
10	Investment Income							
10	Bank Interest		49		1,950		1,999	1,585
			49		1950		1,999	1,585
	Other	**2e**						
	2024 Pilgrimage/trips/events monies							890
	2025 Pilgrimage/trips/events monies				2670		2,670	
					2670		2,670	
	miscellaneous		198				198	1,580
	Capital withdrawal from Investment		32,000				32,000	26,000
		Total	**95,367**	**750**	**5511**		**101,628**	**89,846**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2024

Finance Form Box Number	EXPENDITURE ON:	3	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2024	Total Funds 2023
	Raising Funds	**3a**						
17	***Costs of Generating Income***		2,482				2,482	1,385
			2,482				2,482	1,385
	Charitable Activities	**3b**						
	Church Activities							
18	Mission giving and donations		174				174	198
19	Diocesan Parish Share		46,096				46,096	45,192
20	Salaries/Wages		14,091	750			14,841	15,757
21	Clergy and Staff Expenses		656				656	1,020
	Church Expenses							
22	Church Expenses (Mission and Evangelism)		60				60	
23	Church running expenses		18,778				18,778	17,760
24	Church utility bills		9,421				9,421	9,408
25	Cost of trading							
	Major Capital Expenditure							
27	Holy Evangelists' Repair work				3,649		3,649	18,170
	Legacy monies spent				1,567		1,567	0
27	St. Francis' works		627				627	9,180
29	St.Francis' new projects				975		975	
			89,903	750	6,191		96,844	116,685
99	**Other**	**3c**						
	Pilgrimage/trips/events monies 2023							554
	Pilgrimage monies 2024				582		582	300
	Pilgrimage monies 2025				460		460	
		Total	**92,385**	**750**	**7,233**		**100,368**#	**118,924**

Parish of St. Francis Meir heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2024

4(a) Staff Costs

	2024	2023
Salaries	14,841	15,757

During the year the PCC employed:
Mrs Linda Colclough as Administrator; Mrs Pat Mair & Mr Tim Sagar as Organists,
Mr Paul Reynolds & Ms Elizabeth Spanmswick as Cleaners

4(b) PCC Costs

There were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other personal expenses.

5(a) Assets retained for Church use

	Freehold Buildings	Church Equipment	Total
At Cost or Valuation			
As at 1 Jan 2024			
Additions in the Year			
Disposal in the Year			
Revaluation (if any)			
Value at 31st December 2023			

The Parish leases a photocopier from CF Corp. Finance at a cost of £1,824 during 2024

5(b) Investments

	At 1/1/2024	Additions	Disposals	Transfers	Change in Market Value	At 12/31/2024
Unrestricted funds						
Investment Fund	81,610		32,000		4,605	54,215
Restricted funds						
Investments						
Endowment funds						
Investments						
Total	**81,610**		32,000		4,605	**54,215**

6 Liabilities

	2024	2023
Amounts falling due in one year		
Amounts Received in Advance		
Deferred Parish Share		
Other Creditors		
	0	0

7 Analysis of Net Assets

	General Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total
Fixed	6,116		100,059		106175
Investment Assets	54,215				54,215
Cash	280				280
Liabilities					
	60,611		**100,059**		**160,670**

8 Funds Reconcilation

	Reserves at 1/1/2024	Incoming Resources	Resources Expended	Investment Gains / Losses	Reserves at 12/31/2024
Unrestricted CCLA Investment	81,610		32,000	4,605	54,215
Unrestricted cash & accounts	3,414	95,367	92,385		6,396
Designated Funds		750	750		0
Restricted Funds:					
Legacy a/c including Harvey fund	101,136	2,421	6,191		97,366
Pilgrimage/Trips/Events monies	645	3,090	1,042		2,693
Endownment Funds					
1					
2					
3					
Total Funds	**186,805**	**101,628**	**132,368**	**4,605**	**160,670**

** Please insert a brief explanatory note for each designated, restricted and endownments funds.*

9 SOFA Comparatives

2023	Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds
Receipts					
Donations & Legacies	36,999	0	0	0	36,999
Charitable activities	5,849	0	0	0	5,849
Other Trading Activities	16,943	0	0	0	16,943
Investments	24	0	1,561	0	1,585
Other	1,580	0	890	0	2,470
Capital Withdrawal from Investment	26,000	0	0	0	26,000
Total	87,395	0	2,451	0	89,846
Payments					
Raising funds	1,385	0	0	0	1,385
Charitable activities	90,512	0	26,173	0	116,685
Other	0	0	854	0	854
Total	91,897	0	27,027	0	118,924
Net gain/(losses) on investment	-14,219	0	0	0	-14,219
Net Income/(Expenditure)	-4,502	0	-24,576	0	-29,078
Transfer between Funds					
Net Movements in Funds	-18,721	0	-24,576		-43,297
Total Funds brought forward (1st Jan)	**103,745**	**0**	**126,357**	**0**	**230,102**
Total Funds c/f (31st Dec)	**85,024**	**0**	**101,781**	**0**	**186,805**

	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2024				
	GENERAL FUND				
		ST.C.	**St.F.**	**HE**	**TOTAL**
2,023	RECEIPTS	2,024	2,024	2,024	2,024
£		£	£	£	£
	UNRESTRICTED				
18,281	**Gift Aid**		15,917	1,281	17,198
	Sundry Gift-aided donations				275
6,404	**Income Tax Recovered**				7,532
4,747	**Other Planned Giving**		3,208	1,820	5,028
3,085	**Loose Plate**		2,343		2,343
	Sundry Donations:				
215	Votive Stands		166		166
808	Sundry Donations				955
324	Refreshments donations		320		320
623	Tiddlers		17		17
203	Indoor Games Club		206		206
459	Stitch, Knit & Natter Club donation		458		458
35	Menopause Support Group donations		5		5
433	Car Parking donations		410		410
320	MH&N Mothers' Union donations				
	Table Top & clearance donations		379		379
	Walk Talk Action group donations		71		71
	Grants & Legacies:		750		750
	Fund Raising:				
755	Parish '100' Club subscriptions				786
10	Collection Bottle				
102	St.F. Events proceeds				
457	Sundry fund-raising, raffles etc				1,502
	Charitable & Ancillary Trading:				
478	Parish Magazine Subs and sales		378	102	480
212	Parish Magazine adverts income				216
	Card sales				10
35	Coronation Prayer book				
	Fees paid to the PCC:				
14,394	Room hire and rental	11,982	3,385		15,367
2,748	Occasional Offices				1,952
	Insurance claims & other Income:				
1,824	Solar Panels income		1,745		1,745
	Photocopier charge refunded		198		198
530	EIO Claim re: escape of water				

1,000	LDBF Energy Support				
50	HSBC error compensation				
		ST.C.	**St.F.**	**HE**	**TOTAL**
2,023		2,024	2,024	2,024	2,024
£		£	£	£	£
	DESIGNATED/RESTRICTED				
	Other:				
26,000	Withdrawal from CCLA Funds				32,000
193	Autumn tree-planting monies				807
762	Elinor Moran Ticket sales				
	Burns Supper 2024 for whisky				36
85,487	**TOTAL RECEIPTS**				**91,212**
	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2024				
	GENERAL FUND				
	PAYMENTS	**ST.C.**	**St.F.**	**HE**	**TOTAL**
2,023		2,024	2,024	2,024	2,024
£		£	£	£	£
	Grants & Mission:				
123	World Vision				169
5	Poor Clergy Relief				5
45,192	**Common Fund**				46,096
1,020	**Clergy Expenses**				656
	Upkeep of Church:				
2,670	Gas	588	1,852	260	2,700
6,231	Electricity	1,343	3,439	364	5,146
6,870	Insurance	990	3,181	2,898	7,069
217	Refuse collection	197	42		239
507	STWA	967	419	189	1,575
76	Cleaning supplies				97
127	Paper supplies				129
294	Mobile WiFi	316			316
1,783	Re-decorating, misc.repairs, maintenance	565	3,853	102	4,520
186	Grounds maintenance		214		214
100	Independent Examiner				100
870	Architect's Quinquennial fee				
	Upkeep of Services:				
1,349	Altar Requisites		679		679
98	Ordo's				82
127	Church music				204

35	Service requisites				
		ST.C.	**St.F.**	**HE**	**TOTAL**
2,023		2,024	2,024	2,024	2,024
£		£	£	£	£
	Event Expenses:				
1,202	Parish Trips/Events expenses				
301	Refreshments expenses				95
	Mission & Evangelism				
	Posters		60		60
	Major Works & One-offs				
1,380	Building repairs				
32	St.F. Kitchen Toaster				
	Salaries & Support Costs:				
11,481	Administrator				9,832
2,088	Organist		2,422		2,422
2,188	Cleaner	838	1,749		2,587
	Fund Raising Costs:				
98	Church Giving Envelopes				73
220	Parish '100' Club prize money				275
20	Staffs BC Lottery Licence				20
	Church Admin:				
1,932	Photocopier Rental & maintenance				1,824
538	Office phone bill & Broadband				582
629	Office supplies, costs & postage				329
60	Forward in Faith subs				60
246	Christian Copyright Licensing				259
189	HSBC Bank charges				182
244	Office Computer/Website expenses				14
10	Deanery Synod subs				10
	Calligraphy				113
	Restricted:				
	Trees		627		627
90,738	**TOTAL PAYMENTS**				**89,360**
	01.01.24 Balances b/f				
	General Account	841			
	Petty Cash	298	**1,139**		
	plus receipts for the year	91,212			
	sub-total		92,351		
	less payments for the year	89,360			

	31.12.24 Balances c/f				
	General Account	2,924			
	Petty Cash	67	**2,991**		
	ADDITIONAL ACCOUNT 1				
2,023	**PARISH TRIPS & EVENTS MONIES**		2,024		
£			£		
665	1.1.24 Balance brought forward		**645**		
150	2023 Burns Supper deposits				
6,510	2023 Walsingham Pilgrimage deposits				
890	Walsingham 2024 deposits	5,410			
30	Chester deposits				
375	Elinor Moran concert ticket sales				
	Walsingham 2025 deposits	2,670			
	Fund-raising for Walsingham 2025	363			
	Legacy donation for Walsingham 2025	43			
14	Bank interest	14			
7,969	total receipts	8,500	9,145		
70	SOLW Parish lamp	60			
242	Fr. Herbert Service payments				
275	Burns Supper payment				
30	Chester payment				
6,267	Walsingham 2023 payments				
430	Walsingham 2023 refunds				
375	Elinor Moran concert payment				
300	Walsingham 2024 payments	5,602			
	Walsingham 2024 refunds	330			
	Walsingham 2025 payments	410			
	Walsingham 2025 refund	50			
	total payments	6,452			
645	31.12.24 Balance carried forward		**2,693**		

	ADDITIONAL ACCOUNT 2				
2,023	**SOCIAL FUND MONIES**		2,024		
£			£		
1,095	1.1.24 Balance brought forward		**2,035**		
	plus receipts for the year:				
	Trips/Events proceeds:				
513	Fr.Herbert trip				
1,375	Burns Supper deposits	1,326			
138	Burns Supper raffle	128			
124	Coronation Lunch raffle				
510	Chester deposits				
43	Chester raffle proceeds				
600	Murder Mystery play ticket sales				
24	Bank interest	49			
	Donations	1,200			
	Llandudno Trip deposits	792			
	Llandudno raffle	53			
	Male Voice Choir deposits	305			
	Male Voice Choir raffle	140			
			6,028		
	less payments for the year:				
1,375	Burns Supper expenses	1,311			
460	Chester payments				
99	Murder Mystery play payments				
453	Fr. Herbert Service trip expenses				
	Llandudno expenses	627			
	Male Voice Choir expenses	162			
	St. F. Urn	72			
	Event expenses	14			
	St.F. Walchester Room Boiler repair	650			
2,035	31.12.24 Balance carried forward		**3,192**		

	ADDITIONAL ACCOUNT 3				
2,023	**LEGACY ACCOUNT**		2,024		
£			£		
125,692	1.1.24 Balance brought forward		**101,136**		
	plus receipts for the year:				
	In Memory of Jill Wheeldon	385			
	Donation towards lawnmower	100			
1,547	Interest	1,936			
1,547	total receipts	2,421	103,557		
	less payments for the year				
	Legacy monies spent:				
7,800	St.F. Re-decoration				
	St.F. Storage project expenditure	825			
	St.F. Kitchen extension expenditure	150			
	St.F. Lawnmower	413			
	St.F. Lectionary & Gospel books	1,090			
	Towards Walsingham 2025 Coach fare	43			
	HE Heating pump	2,070			
	Harvey monies spent:				
18,170	HE Repair work Harvey legacy monies	1,579			
133	HE Taxi fares Harvey legacy monies	21			
26,103	total payments	6,191			
101,136	31.12.24 Balance carried forward		**97,366**		
2,023	**CBF Church of England INVESTMENT FUND**		2,024		
£			£		
95,829	1.1.24 Portfolio valuation		**81,610**		
	1366.6847 shares @ 5971.38p				
	Receipts:				

	less funds withdrawn:				
26,000	Common Fund instalment				
	502.8640 shares @ £63.6355p	32,000			
81,610	31.12.24 Portfolio valuation		**54,215**		
	863.8207 shares @ £62.7622				
12.29%	increase/decrease in valuation	5.64%	4,605		
2,023	**HOLY EVANGELISTS FLOWER FUND**		2,024		
£			£		
61	1.1.24 Balance brought forward		**0**		
	plus receipts for the year:				
0	donations received				
	less payments for the year:				
61	balance transferred to St. F. Flower fund				
0	31.12.24 Balance carried forward				
2,023	**ST. FRANCIS FLOWER FUND**		2,024		
£			£		
370	1.1.24 Balance brought forward		**240**		
	Plus receipts for the year:				
869	Donations	912			
61	Transfer in of HE Flower Fund				
	less payments for the year:				
1,060	Flowers & materials	939			
240	31.12.24 Balance carried forward		**213**		
	Normacot Harvey Monies				
	b/f			**68,362**	
2,023			2,024		
	Receipts:-				
	approx. 2/3 annual Legacy account interest		1,291		
	Payments:-				

18,170.10	Total HE Repairs 2024		1,579		
132.50	Total HE Taxi Fares paid 2024		21		
68,362	31.12.24 c/f			**68053**	
23,028.50	Total HE Repairs paid so far		24,607		

Independent Examiner's Report to the Trustees of St Francis Meir Heath & The Holy Evangelists Normacot

I report on the accounts of the church for the year ended 31st December 2024

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:-

Examine the accounts (under section 145 of the 2011 Act);

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commision. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements

   to keep accounting records in accordance with section 130 of the 2011 Act; and

   to prepare accounts which accord with the accounting records and comply with the Accounting records of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gillian Jackson
24 Draycott Old Road
Forsbrook
Stoke on Trent
ST11 9AL

22nd February 2025

Treasurer's Report to the APCM

Re: Accounts SORP 2024

2024 was a year when I always felt on the back foot with the Accounts. I was always waiting for the banking of much of our income to go in and knew what it felt like to need a pay-day loan.

We still closed the year in the black but the difference between our annual receipts and our annual payments was only £1,260 and I had to be very aware at the end of every month of our bank balance and exactly what still needed to be covered.

Because of this we had to draw significantly more from our investment fund to ensure our Common Fund request was met - £32,000 rather than the £26,000 we withdrew in 2023.

Thankfully, even after a turbulent year again in the Stock markets, our investment had grown by 5.64% so our withdrawal only had the impact of £27,395.

Now considering our day-to-day accounts, what have been the stand out points regarding our receipts that made 2024 a tricky year to maintain.

Firstly, our regular giving income was down by £1,500. However, in response to an article I wrote for the magazine towards the end of 2024 I'm optimistic that that will turn around, as many people have generously reconsidered their giving and I've already seen an increase. Hopefully, this will become far more evident in 2025's Accounts. Thank you to everyone who looked at their giving and increased it. It genuinely doesn't have to be a huge increase, just that little bit extra on a regular basis from us all makes a huge difference.

We are incredibly lucky to have such generous supporters: those within our congregation and those who visit us for the groups that we offer, groups that meet here and those that take advantage of the facilities we can provide.

Sundry donations rose by £2,420 in 2024 to £6,709 which is a truly record sum of generosity and St. Francis Church is so very grateful to all who support us financially.

Another area where our income increased in 2024 was our fund-raising as a renewed focus was put on it. This was particularly evident following the launch of regular and most successful coffee-mornings that have raised funds for Church, towards our pilgrimage to Walsingham this year, and soon to support our plans for the upgrade of our hall and kitchen.

We have to acknowledge that fund-raising is vital to our financial future and yet at the same time, celebrate the fact that our fund-raising events also give us opportunities to welcome new people into Church and enjoy the activities we organise.

Our Room hire and rental goes up year on year and 2024 was a record-breaking year in that department bringing in over £15,000. However, our income from occasional offices, baptisms, weddings and funerals goes down year on year and equally that was a record-breaking year in the opposite direction bringing in under £2000. Back in 2017 we received almost £6,500 in income from such events. Sadly, trends are such that churches are not the first thought for weddings and funerals any more and this is sad for not only financial reasons.

With interests being higher of late we benefitted from a good income on our savings accounts during 2024, almost £2000. The majority of this is interest on the legacies we have received over the years and as such is restricted to their use rather than general use.

Although much does not need to be included in the Accounts you have before you, because it's donor funds rather than the Church's funds, it's also good to note our generosity during 2024 towards external charities such as The Children's Society, World Vision, the Shrine of Our Lady at Walsingham, and the Additional Curate's Society which totalled more than £1100.

Now, let's consider our outgoings, and firstly the biggest of the lot, our Common Fund request which was £46,096 in 2024. We have been chipping away at our investment over the years and subsidising this annual call on our funds which has been impossible to pay through our regular income. As our investment has depleted however, we have to face the fact that we very soon we will either have to increase our income significantly or be unable to meet our annual obligation in full.

Our next biggest expense is the upkeep of our buildings. Both gas and electricity expenditure went down in 2024 as we made efforts to save money. However, I am expecting an increase in 2025 as new contracts have had to be arranged and since we last did that 5 years ago for some of the contracts, gas and electricity prices have risen.

We want to be warm but we've got to be able to pay the bills when they come in too; it's the same fine line that we all tread in our own homes.

Insurance costs increase with inflation every year but at just over £7000 it is a considerable expense.

We did some catching up with expenditure at St. Clare's and made repairs to the radiators in the hall here and all-around St. Francis in response to the Quinquennial report.

There were opportunities though to benefit St. Francis in both practical and enhancement terms through those gifts of legacy I mentioned earlier. So, a new lawnmower was bought, planning expenses were paid for as the PCC contemplated new ideas for the hall, and a beautiful new Lectionary and Gospel Book were bought, all in memory of those who dedicated much of their time and efforts to the future of this Church.

At Normacot, repairs to the heating and the roof were similarly covered.

As a Parish, we employ people too, and their salaries, wages and expenses all have to be covered. We were lucky though to achieve a grant from the Diocese to Linda's Administrator salary which supplements us by £750 per quarter for the next 2 years.

Sometimes, it's hard to see in the numbers just how we are affected and I feel it gets harder each year to budget as it is the 'out of the blue' costs that arise which cause the most issues. When you're only just breaking even it's hard to have a contingency but I try.

However, one thing is guaranteed and as always, I like to have a positive to end on. The sun didn't shine quite as much in 2024 as it did in 2023 but it was the 2nd highest year in my records and our solar panels income was £1,745. Long may the sun keep shining!

Julie Kent

Treasurer
Parish of Meir Heath & Normacot

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACC

England & Wales - Charity number 1131470

Accounts

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	Jan	2023		31	Dec	2023

Section A Reference and administration details

Charity name	**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACOT, STOKE-UPON-TRENT**
Other names charity is known by	MEIR HEATH & NORMACOT PCC
Registered charity number (if any)	1131470
Charity's principal address	Parish Office, St Francis's Church
	Sandon Road
	Stoke-on-Trent
	Postcode ST3 7LH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	The Revd Dr David McHardy	Vicar/Chairman		*Ex officio* by virtue of office
3	Mrs Dawn Roberts	Churchwarden		Elected by the Annual Parish Meeting
4	Mrs Wendy Huson	Churchwarden		Elected by the Annual Parish Meeting
7	Mrs Anne Beckett	Churchwarden		Elected by the Annual Parish Meeting
	Mrs Susan Goodwin	PCC Secretary		Elected by the Annual Parish Meeting
8	Mrs Julie Kent	Treasurer / Deanery Synod / Lay Reader		*Ex officio,* by virtue of licence
	Mrs Valerie Lynch			Elected by the Annual Parish Meeting
10	Mrs Denise Parr			Elected by the Annual Parish Meeting
13	Mrs Yvonne Ryan	Social / Health & Safely		Elected by the Annual Parish Meeting
14	Mr Keith Wheeldon	Mission Committee		Elected by the Annual Parish Meeting
15	Mr Richard Whitmore			Elected by the Annual Parish Meeting

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Meir Heath & Normacot PCC is a corporate body established by the Church of England operating under the PCC (Powers) Measure 1956 as amended and Church Representation Rules.
How the charity is constituted (eg. trust, association, company)	Corporate Body
Trustee selection methods (eg. appointed by, elected by)	All PCC members are charity Trustees, the majority being elected by those on the Church's Electoral Role at an Annual Parochial Meeting held before the end of April each year. Others are members and Trustees by virtue of their position in the Parish or by election to the Lichfield Diocesan Synod.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Newly elected PCC members are introduced to their role as Trustees of a registered charity and members may attend Diocesan training events applicable to their roles. All issued with 'Trusteeship: An Introduction for PCC Members' published jointly by The Archbishops' Council and the Charity Commission. The Lichfield Diocesan Office offers high quality, professional advice to PCCs. During the pandemic, meetings were reduced in frequency and mainly held *via* Zoom.

Safeguarding training for the members of the PCC was completed according to the requirements of the Church of England and an appropriate register is maintained. No safeguarding issues were raised during the year

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The PCC's principal function is to promote in the ecclesiastical Parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical).
We try to enable people to live out their faith more effectively through the Diocese's Four Primary Purposes of:
 Worship and Prayer
 Evangelism and Outreach
 Teaching and Nurture
 Social Justice and Care

In doing so, we provide a benefit to the public by:
 Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for our members and for anyone who wishes to benefit from what the Church offers: and
 Promoting Christian values, and service by members of the Church in and to the community, to the benefit of individuals and society as a whole.

To facilitate this work it is important for us to keep the fabric of our parish buildings and the condition of the grounds in good order.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities, the PCC trustees have been aware of the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* and have had regard to it in the administration of the Charity.

Worship and Prayer
The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community. We are fortunate to be able to enjoy a wide and flexible programme of liturgical worship, within the Catholic tradition. Including:
Sunday services
0800 Holy Communion (BCP) St Francis
0930 Parish Mass & Children's Church St Francis

Weekday services
Morning Office 09:00 Morning Prayer (Mon to Thurs) St Francis
Evening Office 17:00 Evening Prayer (Mon to Thurs) St Francis
Tuesday 09:30 Mass St Francis
Thursday 19:30 Mass St Francis
Saturday 09:30 Mass St Francis (Advent & Lent only)

Other devotional acts of worship take place depending on the liturgical season e.g. Stations of the Cross during Lent. Occasional services, meetings of the Cell of Our Lady of Walsingham and other activities are held and promoted. An annual Christmas Nine Lessons and Carols service has now been resumed.

Weddings, Funerals and other rites were as arranged. Baptisms are held at 14.00 on Sundays or at any Sunday Mass.
Confessions are heard by arrangement. All such activities were conducted in accordance with the Bishops' Guidelines.
'
Owing to the pandemic, worship activities at the School have not yet resumed.

Teaching and Nurture
Following on from the pandemic, we have been able to resume our parish educational activities, with our usual Lent course. Our Advent course, however, was markedly unsuccessful, with a drop-off in attendance, which was due to the impending Christmas festivities.
Evangelism and Community Outreach
The Beacon parish magazine – published monthly in-house and widely distributed across the parish community. The PCC decided that the magazine would be distributed by post, free of charge, to all who wished to receive a printed copy for the duration of the pandemic. Each edition would be available electronically to those who prefer to receive it in that format. Following the end of the pandemic, the PCC decided to resume the normal, paid, pattern of delivery. Local companies and individuals publish adverts in the magazine. Fr David has used the **Beacon** parish magazine, through a series of monthly articles, to help the community and congregation to meet the challenges of the present crisis, as well as by providing articles on appropriate Christian topics. Occasional articles on other topics are contributed by members of the parish.

The parish website – previously kept up to date, has suffered from the resignation of the previous webmaster and a replacement format is currently being considered, as too much technical knowledge is required for the current format. ***A Church Near You***, maintained by the Church of England, is currently acting as a temporary replacement. Plans have been commenced with a view to replacing our current website with a more user-friendly version, permitting regular updating, though these are currently on hold, as the PCC lack the technical knowledge to fully investigate our requirements

Holy Evangelists Church has been closed since January, due to maintenance issues. The initial problems, caused by water ingress due to the theft of lead from the roof, were finally resolved at the end of the year. However, further work is needed to replace rotting floor timbers at the side (disabled) access. A Faculty application to allow this work to be completed has been submitted. However, as the floor is unsafe and as this door constitutes our fire and emergency access, the church

remains closed for worship, with all services taking place at St Francis' in the interim.

Social Justice and Care
We continue to support the work of **The Children's Society** and **World Vision.** We actively promote the work of **Christian Solidarity Worldwide**, as well as that of **Christian Aid.**

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

St Clare's Church Centre continues to be run as a venue for a range of classes and groups. The primary group to hire the hall is a dance group, which runs classes for both adults and children.

The facility is run by the PCC, with minimal involvement from the vicar. Day-to-day running of the Centre is dealt with by the Administrator. We have successfully obtained a series of relatively small grants from the local authority for the refurbishment and enhancement of the facility. This has permitted the PCC to continue to make the facility available for hire to community groups and, owing to the reduction of council services, makes a welcome contribution to the social life of the area.

Section D Achievements and performance

Section D Achievements and performance

Summary of the main achievements of the charity during the year

We have continued to live out the Christian Faith in this part of our local community and have remained supportive of our many ventures. The pandemic caused a reduction in our activities and attendance. However, now that the restriction have ended, numbers are slowly beginning to return to normal. Our activities have now almost entirely resumed their normal pattern, with a successful Burns' Supper and Walsingham Pilgrimage having been held.

Section E Financial review

Brief statement of the charity's policy on reserves	We have no cash reserves at present. Our previous investment account with HSBC has been wound up and the assets transferred to CCLA. This has successfully generated extra money for our reserves. It is the PCC's policy to closely monitor the performance of these investments. At Normacot, we received a substantial legacy, which has been invested with CCLA and continues to provide growth. However, owing to the terms of the legacy, these funds are restricted and are presently paying for the repair works to the church.
Details of any funds materially in deficit	None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about: • the charity's principal sources of funds (including any fundraising); • how expenditure has supported the key objectives of the charity; • investment policy and objectives including any ethical investment policy adopted.	Aside from giving, our primary sources of income are from the letting of our premises and from the investment funds. Expenditure has been directed to the support of the charity's aims, including the maintenance of buildings, the support of worship and the employment of a Benefice Administrator on a part-time basis. A very generous legacy (£70 000) was left to the Benefice to be spent at the discretion of the Vicar for the spiritual benefit of parishioners at Normacot. So far, this has been used to cover transport costs to enable those at a distance to continue to attend church services at St Francis' and to fund the cost of the repairs at Holy Evangelists'..

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	David McHardy	
Full name(s)	David William McHardy	
Position (eg Secretary, Chair, etc)	Vicar & Chairman of the PCC	
Date	29th October 2023	

Receipts and Payments Accounts

Year ending 31st December 2023

Parish of St. Francis Meir Heath &
The Holy Evangelists Normacot

Charities SORP (FRS 102)

Approved by the PCC on 8th April 2024 **and signed on their behalf by**

.....**(PCC Chairman)**

DIOCESE OF LICHFIELD

The Church of England around Staffordshire, northern Shropshire and the Black Country

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2023

Receipts and Payments

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowments Funds	Total Funds 2023	Total Funds 2022
							*see note 9 for full comparatives
Receipts							
Donations and Legacies	**2a**	36,999	0	0	0	36,999	60,862
Charitable Activities	**2b**	5,849	0	0	0	5,849	5,237
Other Trading Activites	**2c**	16,943	0	0	0	16,943	15,442
Investments	**2d**	24	0	1,561	0	1,585	176
Other	**2e**	1,580	0	890	0	2,470	992
Capital Withdrawal from Investment		26,000	0	0	0	26,000	66,621
Total		87,395	0	2,451	0	89,846	149,330
Payments							
Raising Funds	**3a**	1,385	0	0	0	1,385	315
Charitable Activities	**3b**	90,512	0	26,173	0	116,685	90,610
Other	**3c**	0	0	854	0	854	1,548
Total		91,897	0	27,027	0	118,924	92,473
Net gain/(losses) on investment		-14,219	0	0	0	-14,219	-81,339
Net Income/(Expenditure)		-4,502	0	-24,576	0	-29,078	56,857
Transfer between Funds							
Net Movements in Funds		-18,721	0	-24,576	0	-43,297	-24,482
Total Funds brought forward (1st Jan 2023)		**103,745**	**0**	**126,357**	**0**	**230,102**	**254,584**
Total Funds carried forward (31st Dec 2023)		**85,024**	**0**	**101,781**	**0**	**186,805**	**230,102**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2023

Statement of Assets and Liabilities

Finance Form Box Number			Total 2023	Total 2022
	Assets retained for Church use			
32	Investment Assets	5(a)	81,610	95,829
34	Tangible Assets	5(b)		
31	**Cash Funds**			
	Bank current account		841	6,189
	Other bank accounts		103,816	127,452
	Cash		538	632
34	Other			
35	**Liabilities**			
	Diocesan Parish Share	6		
	Diocesan Loan			
	Other Liabilities			
H	**Total Net Funds**		**186,805**	**230,102**

			2023	2022
	Parish Funds			
	Unrestricted Funds			
		General	85,024	103,745
		Designated		
	Restricted Funds		101,781	126,357
	Endownment Funds			
		Total	**186,805**	**230,102**

The attached notes form part of these financial statements

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2023

Accounting Policies

The financial statements have been prepared in accordance with Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention.The financial statements include all 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 nor those that are informal gatherings of Church members.

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Descripton of Funds

Restricted funds comprise of two elements :-

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

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 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.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Designated funds relate to monies being held within the General account but which are set aside by the PCC for a particular purpose.

Receipts

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 receivable. All incoming resources are accounted for gross.

Payments

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 is accounted for gross.

Assets retained for Church use

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a)&(C) of the Charities Act 2011.

Moveable 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 insufficient cost information available and therefore such assets are not valued in the financial statements.

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Notes to Financial Statements for Year Ended December 2023

Finance Form Box Number	Income and Endowments from:	2	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2023	Total Funds 2022
	Donations and Legacies	**2a**						
	Voluntary Income/Receipts							
1	Tax efficient planned giving		18,281	0	0	0	18,281	17,920
2	Other planned giving		4,747	0	0	0	4,747	4,777
3	Collections at services		3,085	0	0	0	3,085	4,635
4	All other giving and voluntary receipts including special appeals		4,482	0	0	0	4,482	4,968
6	Gift Aid Recovered		6,404	0	0	0	6,404	7,248
7	Legacies received		0	0	0	0	0	20,829
8	Grants		0	0	0	0	0	485
			36,999	0	0	0	36,999	60,862
	Charitable Activities	**2b**						
	Church Activities							
11	Statutory Fees (retained by PCC)		2,748	0	0	0	2,748	3,544
9	Fundraising Activities		3,101	0	0	0	3,101	1,693
			5,849	0	0	0	5,849	5,237

Income and Endowments continued

			Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2023	Total Funds 2022
	Other Trading Activites	**2c**						
	Activities for Generating Fund							
12	Church Property rental		14,394	0	0	0	14,394	12,877
12	Solar Panels income		1,824	0	0	0	1,824	1,733
12	Parish Magazine/Bookstall		725	0	0	0	725	832
			16,943	0	0	0	16,943	15,442
	Investments	**2d**						
10	Investment Income							
10	Bank Interest		24	0	1561	0	1,585	176
			24	0	1561	0	1,585	176
	Other	**2e**						
	2023 Pilgrimage/trips/events monies							967
	2024 Pilgrimage/trips/events monies		0	0	890	0	890	
	miscellaneous		1,580	0	0	0	1,580	25
	Capital withdrawal from Investment		26,000	0	0	0	26,000	66,621
		Total	**87,395**	**0**	**2451**	**0**	**89,846**	**149,330**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2023

Finance Form Box Number	EXPENDITURE ON:	3	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2023	Total Funds 2022
	Raising Funds	**3a**						
17	***Costs of Generating Income***		1,385	**0**	0	0	1,385	315
			1,385	0	0	0	1,385	315
	Charitable Activities	**3b**						
	Church Activities							
18	Mission giving and donations		128	0	70	0	198	119
19	Diocesan Parish Share		45,192	0	0	0	45,192	45,192
20	Salaries/Wages		15,757	0	0	0	15,757	13,709
21	Clergy and Staff Expenses		1,020	0	0	0	1,020	663
	Church Expenses							
22	Church Expenses (Mission and Evangelism)							1,017
23	Church running expenses		17,627	0	133	0	17,760	14,815
24	Church utility bills		9,408	0	0	0	9,408	7,257
25	Cost of trading							
	Major Capital Expenditure							
27	Holy Evangelists' Repair work		0	**0**	18,170	0	18,170	4,580
	Legacy monies spent		**0**	0	0	0	0	2,758
27	St. Francis ' works		1380	0	7,800	0	9,180	500
29								
			90,512	0	26,173	0	116,685	90,610
99	**Other**	**3c**						
	Pilgrimage monies 2022							765
	Pilgrimage/trips/events monies 2023		0	0	554	0	554	310
	Pilgrimage monies 2024		0	0	300	0	300	
	Transfer from '100' Club to General Fund							473
	Total		**91,897**	**0**	**27,027**	**0**	**118,924** #	**92,473**

Parish of St. Francis Meir heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2023

4(a) Staff Costs

	2023	2022
Salaries	15,757	13,709

During the year the PCC employed:
Mrs Ann McHardy, Mrs Jayne Fern and Mrs Linda Colclough as Administrator;
Mrs Pat Mair and Mr Tim Sagar as Organist and Mr. Paul Reynolds as Cleaner.

4(b) PCC Costs

There were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other personal expenses.

5(a) Assets retained for Church use

	Freehold Buildings	Church Equipment	Total
At Cost or Valuation			
As at 1 Jan 2023			
Additions in the Year			
Disposal in the Year			
Revaluation (if any)			
Value at 31st December 2023			

The Parish leases a photocopier from CF Corp. Finance at a cost of £1920 p.a.

5(b) Investments

	At 1/1/2023	Additions	Disposals	Transfers	Change in Market Value	At 12/31/2023
Unrestricted funds						
Investment Fund	95,829		26,000		11,781	81,610
Restricted funds						
Investments						
Endowment funds						
Investments						
Total	**95,829**		26,000		11,781	**81,610**

6 Liabilities

	2023	2022
Amounts falling due in one year		
Amounts Received in Advance		
Deferred Parish Share		
Other Creditors		
	0	0

7 Analysis of Net Assets

	General Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total
Fixed					
Investment Assets	81,610	0	0		81,610
Cash	3,414	0	101,781		105,195
Liabilities					
	85,024	**0**	**101,781**		**186,805**

8 Funds Reconcilation

	Reserves at 1/1/2023	Incoming Resources	Resources Expended	Investment Gains / Losses	Reserves at 31 Dec 2023
Unrestricted CCLA Investment	95,829	0	26,000	11,781	81,610
Unrestricted cash & accounts	7,916	87,395	91,897		3,414
Designated Funds					
Restricted Funds:					
Legacy a/c including Harvey fund	125,692	1,547	26,103		101,136
Pilgrimage/Trips/Events monies	665	904	924		645
Endownment Funds					
1					
2					
3					
Total Funds	**230,102**	**89,846**	**144,924**	**11,781**	**186,805**

** Please insert a brief explanatory note for each designated, restricted and endownments funds.*

9 SOFA Comparatives

2022	Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds
Receipts					
Donations & Legacies	37,747		23,115		60,862
Charitable activities	5,237				5,237
Other Trading Activities	15,442				15,442
Investments	2		174		176
Other	25		967		992
Capital Withdrawal from Investment	26,000		40,621		66,621
Total	84,453		64,877		149,330
Payments					
Raising funds	315				315
Charitable activities	82,657		7,953		90,610
Other	473		1,075		1,548
Total	83,445		9,028		92,473
Net gain/(losses) on investment	-38,597		-42,742		-81,339
Net Income/(Expenditure)	1,008		55,849		56,857
Transfer between Funds	-9		9		
Net Movements in Funds	-37,598		13,116		-24,482
Total Funds brought forward (1st Jan)	**141,343**		**113,241**		**254,584**
Total Funds c/f (31st Dec)	**103,745**		**126,357**		**230,102**

	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2023				
	GENERAL FUND				
		ST.C.	**St.F.**	**HE**	**TOTAL**
2,022	RECEIPTS	2,023	2,023	2,023	2,023
£		£	£	£	£
	UNRESTRICTED				
17,920	**Gift Aid**		17,055	1,226	18,281
6,947	**Income Tax Recovered**				6,404
4,777	**Other Planned Giving**		2,947	1,800	4,747
4,635	**Loose Plate**		3,085		3,085
	Sundry Donations:				
755	Votive Stands		215		215
369	Sundry Donations				808
274	Refreshments donations		324		324
595	Tiddlers		623		623
271	Indoor Games Club		203		203
341	Stitch, Knit & Natter Club donation		459		459
85	Safeguarding Creation events donations				
	Menopause Support Group donations		35		35
	Car Parking donations		433		433
	MH&N Mothers' Union donations				320
	Grants & Legacies:				
485	Staffs BC Wildlife work Grant				
	Fund Raising:				
473	Parish '100' Club proceeds				
539	Parish '100' Club subscriptions				755
63	Collection Bottle				10
84	St.F. Events proceeds				102
90	Sundry fund-raising, raffles etc				457
	Charitable & Ancillary Trading:				
565	Parish Magazine Subs and sales		350	128	478
267	Parish Magazine adverts income				212
	Coronation Prayer book				35
	Fees paid to the PCC:				
12,877	Room hire and rental	11,025	3,369		14,394
3,544	Occasional Offices				2,748

		ST.C.	**St.F.**	**HE**	**TOTAL**
2,022		2,023	2,023	2,023	2,023
£		£	£	£	£
	Insurance claims & other Income:				
25	Refunds re: Utilities				
1,733	Solar Panels income		1,824		1,824
	EIO Claim re: escape of water		530		530
	LDBF Energy Support				1,000
	HSBC error compensation				50
	DESIGNATED/RESTRICTED				
	Other:				
26,000	Withdrawal from CCLA Funds				26,000
	Autumn tree-planting monies		193		193
	Elinor Moran Ticket sales		762		762
83,714	**TOTAL RECEIPTS**				**85,487**
	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2023				
	GENERAL FUND				
	PAYMENTS	**ST.C.**	**St.F.**	**HE**	**TOTAL**
2,022		2,023	2,023	2,023	2,023
£		£	£	£	£
	Grants & Mission:				
54	World Vision				123
5	Poor Clergy Relief				5
45,192	**Common Fund**				45,192
663	**Clergy Expenses**				1,020
	Upkeep of Church:				
2,803	Gas	556	2,037	77	2,670
4,066	Electricity	1,270	4,660	301	6,231
6,713	Insurance	962	3,091	2,817	6,870
208	Refuse collection	181	36		217
388	STWA		369	138	507
63	Cleaning supplies				76
139	Paper supplies				127
263	Mobile WiFi	294			294
1,439	Re-decorating, misc.repairs, maintenance	245	1,305	233	1,783
170	Grounds maintenance		186		186
27	PPE supplies				

30	Memorial Garden maintenance				
100	Independent Examiner				100
	Architect's Quinquennial fee		870		870
	PAYMENTS	**ST.C.**	**St.F.**	**HE**	**TOTAL**
2,022		2,023	2,023	2,023	2,023
£		£	£	£	£
	Upkeep of Services:				
323	Altar Requisites		1,349		1,349
99	Ordo's				98
110	Church music				127
45	Mission material				
59	Service requisites				35
	Event Expenses:				
22	Parish Trips/Events expenses				1,202
517	Safeguarding Creation event expenses				
201	Refreshments expenses		301		301
102	Lunch Club expenses				
	Major Works & One-offs				
	Building repairs		1,380		1,380
500	St.F. Wasp Nest removal incl scaffolding				
499	St.F. Office computer				
	St.F. Kitchen Toaster		32		32
	Salaries & Support Costs:				
9,994	Administrator				11,481
1,855	Organist		2,088		2,088
1,860	Cleaner	727	1,461		2,188
20	Retired Clergy fees/Clergy Thank you's				
	Fund Raising Costs:				
95	Church Giving Envelopes				98
200	Parish '100' Club prize money				220
20	Staffs BC Lottery Licence				20
	Church Admin:				
1,932	Photocopier Rental & maintenance				1,932
480	Office phone bill				538
781	Office supplies, costs & postage				629
60	Forward in Faith subs				60
291	Christian Copyright Licensing				246
244	HSBC Bank charges				189
139	Book of Remembrance Calligrapher fee				
	Office Computer/Website expenses				244
	Deanery Synod subs				10
82,771	**TOTAL PAYMENTS**				**90,738**

	01.01.23 Balances b/f				
	General Account	6,189			
	Petty Cash	201	**6,390**		
	plus receipts for the year	85,487			
	sub-total		91,877		
	less payments for the year	90,738			
	31.12.23 Balances c/f				
	General Account	841			
	Petty Cash	298	**1,139**		
	ADDITIONAL ACCOUNT 1				
2,022	**PARISH TRIPS & EVENTS MONIES**		2,023		
£			£		
772	1.1.23 Balance brought forward		**665**		
5,295	2022 Walsingham Pilgrimage deposits				
9,756	Scotland Trip deposits				
720	Tree Sponsorship receipts				
420	Aston Marina Christmas Meal deposits				
242	Fr. Herbert Service deposits				
125	2023 Burns Supper deposits	150			
600	2023 Walsingham Pilgrimage deposits	6,510			
	Walsingham 2024 deposits	890			
	Chester deposits	30			
	Elinor Moran concert ticket sales	375			
1	Bank interest	14			
17,159	total receipts		7,969		
270	2022 Walsingham Pilgrimage refunds				
5,720	2022 Walsingham payments				
70	2022 Walsingham proceeds to SOLW (lamp)				
	2023 Walsingham proceeds to SOLW (lamp)	70			
9,611	Scotland Trip payments				
145	Scotland Trip proceeds to Social a/c				
720	Tree Nursery payments				
420	Aston Marina Christmas meal payments				
	Fr. Herbert Service payments	242			
	Burns Supper payment	275			
	Chester payment	30			
310	Walsingham 2023 payments	6,267			
	Walsingham 2023 refunds	430			

	Elinor Moran concert payment	375			
	Walsingham 2024 payment	300			
17,266	total payments		7,989		
665	31.12.23 Balance carried forward		**645**		
	ADDITIONAL ACCOUNT 2				
2,022	**SOCIAL FUND MONIES**		2,023		
£			£		
649	1.1.23 Balance brought forward		**1,095**		
	plus receipts for the year:				
	Trips/Events proceeds:				
	Fr.Herbert trip	513			
	Burns Supper deposits	1,375			
216	Burns Supper raffle	138			
83	Jubilee Picnic				
145	Scotland Trip				
	Coronation Lunch raffle proceeds	124			
	Chester deposits	510			
	Chester raffle proceeds	43			
	Murder Mystery play ticket sales	600			
2	Bank interest	24			
			3,327		
	less payments for the year:				
	Burns Supper expenses	1,375			
	Chester payments	460			
	Murder Mystery play payments	99			
	Fr. Herbert Service trip expenses	453			
			2,387		
1,095	31.12.23 Balance carried forward		**2,035**		
	ADDITIONAL ACCOUNT 3				
2,022	**LEGACY ACCOUNT**		2,023		
£			£		
69,736	1.1.23 Balance brought forward		**125,692**		
	plus receipts for the year:				
173	Interest	1,547			
22,329	Legacies/donations received				
40,621	Harvey Investment Funds re: HE repairs				
301	Gift aid rec'd on legacies				
63,424	total receipts		1,547		
	less payments for the year				
	Legacy monies spent:				
901	St. F. Hall table trolleys				

1,583	Chalice in memory of Enoch Pritchard				
274	St.F. Scaffold Tower				
	St.F. Re-decoration	7,800			
	Harvey monies spent:				
4,580	HE Repair work Harvey legacy monies	18,170			
130	HE Taxi fares Harvey legacy monies	133			
7,468	total payments		26,103		
125,692	31.12.23 Balance carried forward		**101,136**		
2,022	**CBF Church of England INVESTMENT FUND**		2,023		
£			£		
134,426	1.1.23 Portfolio valuation		**95,829**		
	1806.46 shares @ 5304.80p				
	Receipts:				
	less funds withdrawn:				
26,000	Common Fund instalment	26,000			
	439.7753 shares @ 5912.11p				
95,829	31.12.23 Portfolio valuation		**81,610**		
	1366.6847 shares @ 5971.38p				
-11.62%	increase/decrease in valuation		11,781	12.29%	
	CBF Church of England Investment Fund				
2,022	**Normacot - Harvey Fund**		2,023		
£			£		
42,742	1.1.23 Portfolio valuation		**0**		
	Receipts:				
40,621	Withdrawals:				
0	31.12.23 Portfolio valuation		**0**		
-4.96%	increase/decrease in valuation				
2,022	**PARISH '100' CLUB**		2,023		
	Stafford Borough Council Reg. No. 1243				

£			£		
473	1.1.23 Balance brought forward		**0**		
0	plus receipts for the year:				
	less payments for the year:				
473	proceeds donated to Church				
0	31.12.23 Balance carried forward		**0**		
		now accounted for in Church general a/c			
2,022	**HOLY EVANGELISTS FLOWER FUND**		2,023		
£			£		
61	1.1.23 Balance brought forward		**61**		
	plus receipts for the year:				
0	donations received	0			
	less payments for the year:				
0	balance transferred to St. F. Flower fund	61			
61	31.12.23 Balance carried forward		**0**		
2,022	**ST. FRANCIS FLOWER FUND**		2,023		
£			£		
278	1.1.23 Balance brought forward		**370**		
	Plus receipts for the year:				
778	Donations	869			
	Transfer in of HE Flower Fund	61			
	less payments for the year:				
686	Flowers & materials	1,060			
370	31.12.23 Balance carried forward		**240**		

	Normacot Harvey Monies	payments	receipts		
	b/f			85,633.52	
27.2.23	HE Taxi Fares (Wood £28.10 & Harvey £8.50)	36.60		85,596.92	
30.3.23	Alsager Roofing - roof repairs	15,534.78		70,062.14	
23.4.23	HE Taxi Fares (C & B Wood)	33.70		70,028.44	
23.5.23	HE Taxi Fares (C & B Wood)	13.60		70,014.84	
16.7.23	HE Taxi Fares (C & B Wood)	7.90		70,006.94	
30.7.23	HE Taxi Fares (C & B Wood)	13.30		69,993.64	
16.8.23	Wood, Goldstraw & Yorath Architects	1,711.32		68,282.32	
18.9.23	HE Taxi Fares (C & B Wood)	14.00		68,268.32	
2.11.23	Lightning Conductor Certificate Remedial works	924.00		67,344.32	
28.11.23	HE Taxi Fares (C & B Wood)	13.40		67,330.92	
31.12.23	approx. 2/3 annual 2023 interest		1,031.33	68,362.25	
4,858.40	Total HE Repairs paid so far		23,028.50		
4,580.40	Total HE Repairs 2023		18,170.10		
129.50	Total HE Taxi Fares paid 2023		132.50		

Independent Examiner's Report to the Trustees of St Francis Meir Heath & The Holy Evangelists Normacot

I report on the accounts of the church for the year ended 31st December 2023

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:-

Examine the accounts (under section 145 of the 2011 Act);

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commision. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements

   to keep accounting records in accordance with section 130 of the 2011 Act; and

   to prepare accounts which accord with the accounting records and comply with the Accounting records of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gillian Jackson
24 Draycott Old Road
Forsbrook
Stoke on Trent
ST11 9AL

17th February 2024

Receipts and Payments Accounts

Year ending 31st December 2023

Parish of St. Francis Meir Heath &
The Holy Evangelists Normacot

Charities SORP (FRS 102)

Approved by the PCC on 8th April 2024 **and signed on their behalf by**

.....**(PCC Chairman)**

DIOCESE OF LICHFIELD

The Church of England around Staffordshire, northern Shropshire and the Black Country

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2023

Receipts and Payments

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowments Funds	Total Funds 2023	Total Funds 2022
							*see note 9 for full comparatives
Receipts							
Donations and Legacies	**2a**	36,999	0	0	0	36,999	60,862
Charitable Activities	**2b**	5,849	0	0	0	5,849	5,237
Other Trading Activites	**2c**	16,943	0	0	0	16,943	15,442
Investments	**2d**	24	0	1,561	0	1,585	176
Other	**2e**	1,580	0	890	0	2,470	992
Capital Withdrawal from Investment		26,000	0	0	0	26,000	66,621
Total		87,395	0	2,451	0	89,846	149,330
Payments							
Raising Funds	**3a**	1,385	0	0	0	1,385	315
Charitable Activities	**3b**	90,512	0	26,173	0	116,685	90,610
Other	**3c**	0	0	854	0	854	1,548
Total		91,897	0	27,027	0	118,924	92,473
Net gain/(losses) on investment		-14,219	0	0	0	-14,219	-81,339
Net Income/(Expenditure)		-4,502	0	-24,576	0	-29,078	56,857
Transfer between Funds							
Net Movements in Funds		-18,721	0	-24,576	0	-43,297	-24,482
Total Funds brought forward (1st Jan 2023)		**103,745**	**0**	**126,357**	**0**	**230,102**	**254,584**
Total Funds carried forward (31st Dec 2023)		**85,024**	**0**	**101,781**	**0**	**186,805**	**230,102**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2023

Statement of Assets and Liabilities

Finance Form Box Number			Total 2023	Total 2022
	Assets retained for Church use			
32	Investment Assets	5(a)	81,610	95,829
34	Tangible Assets	5(b)		
31	**Cash Funds**			
	Bank current account		841	6,189
	Other bank accounts		103,816	127,452
	Cash		538	632
34	Other			
35	**Liabilities**			
	Diocesan Parish Share	6		
	Diocesan Loan			
	Other Liabilities			
H	**Total Net Funds**		**186,805**	**230,102**

			2023	2022
	Parish Funds			
	Unrestricted Funds			
		General	85,024	103,745
		Designated		
	Restricted Funds		101,781	126,357
	Endownment Funds			
		Total	**186,805**	**230,102**

The attached notes form part of these financial statements

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2023

Accounting Policies

The financial statements have been prepared in accordance with Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention.The financial statements include all 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 nor those that are informal gatherings of Church members.

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Descripton of Funds

Restricted funds comprise of two elements :-

a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest

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 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.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.

Designated funds relate to monies being held within the General account but which are set aside by the PCC for a particular purpose.

Receipts

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 receivable. All incoming resources are accounted for gross.

Payments

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 is accounted for gross.

Assets retained for Church use

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a)&(C) of the Charities Act 2011.

Moveable 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 insufficient cost information available and therefore such assets are not valued in the financial statements.

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Notes to Financial Statements for Year Ended December 2023

Finance Form Box Number	Income and Endowments from:	2	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2023	Total Funds 2022
	Donations and Legacies	**2a**						
	Voluntary Income/Receipts							
1	Tax efficient planned giving		18,281	0	0	0	18,281	17,920
2	Other planned giving		4,747	0	0	0	4,747	4,777
3	Collections at services		3,085	0	0	0	3,085	4,635
4	All other giving and voluntary receipts including special appeals		4,482	0	0	0	4,482	4,968
6	Gift Aid Recovered		6,404	0	0	0	6,404	7,248
7	Legacies received		0	0	0	0	0	20,829
8	Grants		0	0	0	0	0	485
			36,999	0	0	0	36,999	60,862
	Charitable Activities	**2b**						
	Church Activities							
11	Statutory Fees (retained by PCC)		2,748	0	0	0	2,748	3,544
9	Fundraising Activities		3,101	0	0	0	3,101	1,693
			5,849	0	0	0	5,849	5,237

Income and Endowments continued

			Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2023	Total Funds 2022
	Other Trading Activites	**2c**						
	Activities for Generating Fund							
12	Church Property rental		14,394	0	0	0	14,394	12,877
12	Solar Panels income		1,824	0	0	0	1,824	1,733
12	Parish Magazine/Bookstall		725	0	0	0	725	832
			16,943	0	0	0	16,943	15,442
	Investments	**2d**						
10	Investment Income							
10	Bank Interest		24	0	1561	0	1,585	176
			24	0	1561	0	1,585	176
	Other	**2e**						
	2023 Pilgrimage/trips/events monies							967
	2024 Pilgrimage/trips/events monies		0	0	890	0	890	
	miscellaneous		1,580	0	0	0	1,580	25
	Capital withdrawal from Investment		26,000	0	0	0	26,000	66,621
		Total	**87,395**	**0**	**2451**	**0**	**89,846**	**149,330**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2023

Finance Form Box Number	EXPENDITURE ON:	3	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2023	Total Funds 2022
	Raising Funds	**3a**						
17	***Costs of Generating Income***		1,385	**0**	0	0	1,385	315
			1,385	0	0	0	1,385	315
	Charitable Activities	**3b**						
	Church Activities							
18	Mission giving and donations		128	0	70	0	198	119
19	Diocesan Parish Share		45,192	0	0	0	45,192	45,192
20	Salaries/Wages		15,757	0	0	0	15,757	13,709
21	Clergy and Staff Expenses		1,020	0	0	0	1,020	663
	Church Expenses							
22	Church Expenses (Mission and Evangelism)							1,017
23	Church running expenses		17,627	0	133	0	17,760	14,815
24	Church utility bills		9,408	0	0	0	9,408	7,257
25	Cost of trading							
	Major Capital Expenditure							
27	Holy Evangelists' Repair work		0	**0**	18,170	0	18,170	4,580
	Legacy monies spent		**0**	0	0	0	0	2,758
27	St. Francis ' works		1380	0	7,800	0	9,180	500
29								
			90,512	0	26,173	0	116,685	90,610
99	**Other**	**3c**						
	Pilgrimage monies 2022							765
	Pilgrimage/trips/events monies 2023		0	0	554	0	554	310
	Pilgrimage monies 2024		0	0	300	0	300	
	Transfer from '100' Club to General Fund							473
	Total		**91,897**	**0**	**27,027**	**0**	**118,924** #	**92,473**

Parish of St. Francis Meir heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2023

4(a) Staff Costs

	2023	2022
Salaries	15,757	13,709

During the year the PCC employed:
Mrs Ann McHardy, Mrs Jayne Fern and Mrs Linda Colclough as Administrator;
Mrs Pat Mair and Mr Tim Sagar as Organist and Mr. Paul Reynolds as Cleaner.

4(b) PCC Costs

There were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other personal expenses.

5(a) Assets retained for Church use

	Freehold Buildings	Church Equipment	Total
At Cost or Valuation			
As at 1 Jan 2023			
Additions in the Year			
Disposal in the Year			
Revaluation (if any)			
Value at 31st December 2023			

The Parish leases a photocopier from CF Corp. Finance at a cost of £1920 p.a.

5(b) Investments

	At 1/1/2023	Additions	Disposals	Transfers	Change in Market Value	At 12/31/2023
Unrestricted funds						
Investment Fund	95,829		26,000		11,781	81,610
Restricted funds						
Investments						
Endowment funds						
Investments						
Total	**95,829**		26,000		11,781	**81,610**

6 Liabilities

	2023	2022
Amounts falling due in one year		
Amounts Received in Advance		
Deferred Parish Share		
Other Creditors		
	0	0

7 Analysis of Net Assets

	General Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total
Fixed					
Investment Assets	81,610	0	0		81,610
Cash	3,414	0	101,781		105,195
Liabilities					
	85,024	**0**	**101,781**		**186,805**

8 Funds Reconcilation

	Reserves at 1/1/2023	Incoming Resources	Resources Expended	Investment Gains / Losses	Reserves at 31 Dec 2023
Unrestricted CCLA Investment	95,829	0	26,000	11,781	81,610
Unrestricted cash & accounts	7,916	87,395	91,897		3,414
Designated Funds					
Restricted Funds:					
Legacy a/c including Harvey fund	125,692	1,547	26,103		101,136
Pilgrimage/Trips/Events monies	665	904	924		645
Endownment Funds					
1					
2					
3					
Total Funds	**230,102**	**89,846**	**144,924**	**11,781**	**186,805**

** Please insert a brief explanatory note for each designated, restricted and endownments funds.*

9 SOFA Comparatives

2022	Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds
Receipts					
Donations & Legacies	37,747		23,115		60,862
Charitable activities	5,237				5,237
Other Trading Activities	15,442				15,442
Investments	2		174		176
Other	25		967		992
Capital Withdrawal from Investment	26,000		40,621		66,621
Total	84,453		64,877		149,330
Payments					
Raising funds	315				315
Charitable activities	82,657		7,953		90,610
Other	473		1,075		1,548
Total	83,445		9,028		92,473
Net gain/(losses) on investment	-38,597		-42,742		-81,339
Net Income/(Expenditure)	1,008		55,849		56,857
Transfer between Funds	-9		9		
Net Movements in Funds	-37,598		13,116		-24,482
Total Funds brought forward (1st Jan)	**141,343**		**113,241**		**254,584**
Total Funds c/f (31st Dec)	**103,745**		**126,357**		**230,102**

	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2023				
	GENERAL FUND				
		ST.C.	**St.F.**	**HE**	**TOTAL**
2,022	RECEIPTS	2,023	2,023	2,023	2,023
£		£	£	£	£
	UNRESTRICTED				
17,920	**Gift Aid**		17,055	1,226	18,281
6,947	**Income Tax Recovered**				6,404
4,777	**Other Planned Giving**		2,947	1,800	4,747
4,635	**Loose Plate**		3,085		3,085
	Sundry Donations:				
755	Votive Stands		215		215
369	Sundry Donations				808
274	Refreshments donations		324		324
595	Tiddlers		623		623
271	Indoor Games Club		203		203
341	Stitch, Knit & Natter Club donation		459		459
85	Safeguarding Creation events donations				
	Menopause Support Group donations		35		35
	Car Parking donations		433		433
	MH&N Mothers' Union donations				320
	Grants & Legacies:				
485	Staffs BC Wildlife work Grant				
	Fund Raising:				
473	Parish '100' Club proceeds				
539	Parish '100' Club subscriptions				755
63	Collection Bottle				10
84	St.F. Events proceeds				102
90	Sundry fund-raising, raffles etc				457
	Charitable & Ancillary Trading:				
565	Parish Magazine Subs and sales		350	128	478
267	Parish Magazine adverts income				212
	Coronation Prayer book				35
	Fees paid to the PCC:				
12,877	Room hire and rental	11,025	3,369		14,394
3,544	Occasional Offices				2,748

		ST.C.	**St.F.**	**HE**	**TOTAL**
2,022		2,023	2,023	2,023	2,023
£		£	£	£	£
	Insurance claims & other Income:				
25	Refunds re: Utilities				
1,733	Solar Panels income		1,824		1,824
	EIO Claim re: escape of water		530		530
	LDBF Energy Support				1,000
	HSBC error compensation				50
	DESIGNATED/RESTRICTED				
	Other:				
26,000	Withdrawal from CCLA Funds				26,000
	Autumn tree-planting monies		193		193
	Elinor Moran Ticket sales		762		762
83,714	**TOTAL RECEIPTS**				**85,487**
	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2023				
	GENERAL FUND				
	PAYMENTS	**ST.C.**	**St.F.**	**HE**	**TOTAL**
2,022		2,023	2,023	2,023	2,023
£		£	£	£	£
	Grants & Mission:				
54	World Vision				123
5	Poor Clergy Relief				5
45,192	**Common Fund**				45,192
663	**Clergy Expenses**				1,020
	Upkeep of Church:				
2,803	Gas	556	2,037	77	2,670
4,066	Electricity	1,270	4,660	301	6,231
6,713	Insurance	962	3,091	2,817	6,870
208	Refuse collection	181	36		217
388	STWA		369	138	507
63	Cleaning supplies				76
139	Paper supplies				127
263	Mobile WiFi	294			294
1,439	Re-decorating, misc.repairs, maintenance	245	1,305	233	1,783
170	Grounds maintenance		186		186
27	PPE supplies				

30	Memorial Garden maintenance				
100	Independent Examiner				100
	Architect's Quinquennial fee		870		870
	PAYMENTS	**ST.C.**	**St.F.**	**HE**	**TOTAL**
2,022		2,023	2,023	2,023	2,023
£		£	£	£	£
	Upkeep of Services:				
323	Altar Requisites		1,349		1,349
99	Ordo's				98
110	Church music				127
45	Mission material				
59	Service requisites				35
	Event Expenses:				
22	Parish Trips/Events expenses				1,202
517	Safeguarding Creation event expenses				
201	Refreshments expenses		301		301
102	Lunch Club expenses				
	Major Works & One-offs				
	Building repairs		1,380		1,380
500	St.F. Wasp Nest removal incl scaffolding				
499	St.F. Office computer				
	St.F. Kitchen Toaster		32		32
	Salaries & Support Costs:				
9,994	Administrator				11,481
1,855	Organist		2,088		2,088
1,860	Cleaner	727	1,461		2,188
20	Retired Clergy fees/Clergy Thank you's				
	Fund Raising Costs:				
95	Church Giving Envelopes				98
200	Parish '100' Club prize money				220
20	Staffs BC Lottery Licence				20
	Church Admin:				
1,932	Photocopier Rental & maintenance				1,932
480	Office phone bill				538
781	Office supplies, costs & postage				629
60	Forward in Faith subs				60
291	Christian Copyright Licensing				246
244	HSBC Bank charges				189
139	Book of Remembrance Calligrapher fee				
	Office Computer/Website expenses				244
	Deanery Synod subs				10
82,771	**TOTAL PAYMENTS**				**90,738**

	01.01.23 Balances b/f				
	General Account	6,189			
	Petty Cash	201	**6,390**		
	plus receipts for the year	85,487			
	sub-total		91,877		
	less payments for the year	90,738			
	31.12.23 Balances c/f				
	General Account	841			
	Petty Cash	298	**1,139**		
	ADDITIONAL ACCOUNT 1				
2,022	**PARISH TRIPS & EVENTS MONIES**		2,023		
£			£		
772	1.1.23 Balance brought forward		**665**		
5,295	2022 Walsingham Pilgrimage deposits				
9,756	Scotland Trip deposits				
720	Tree Sponsorship receipts				
420	Aston Marina Christmas Meal deposits				
242	Fr. Herbert Service deposits				
125	2023 Burns Supper deposits	150			
600	2023 Walsingham Pilgrimage deposits	6,510			
	Walsingham 2024 deposits	890			
	Chester deposits	30			
	Elinor Moran concert ticket sales	375			
1	Bank interest	14			
17,159	total receipts		7,969		
270	2022 Walsingham Pilgrimage refunds				
5,720	2022 Walsingham payments				
70	2022 Walsingham proceeds to SOLW (lamp)				
	2023 Walsingham proceeds to SOLW (lamp)	70			
9,611	Scotland Trip payments				
145	Scotland Trip proceeds to Social a/c				
720	Tree Nursery payments				
420	Aston Marina Christmas meal payments				
	Fr. Herbert Service payments	242			
	Burns Supper payment	275			
	Chester payment	30			
310	Walsingham 2023 payments	6,267			
	Walsingham 2023 refunds	430			

	Elinor Moran concert payment	375			
	Walsingham 2024 payment	300			
17,266	total payments		7,989		
665	31.12.23 Balance carried forward		**645**		
	ADDITIONAL ACCOUNT 2				
2,022	**SOCIAL FUND MONIES**		2,023		
£			£		
649	1.1.23 Balance brought forward		**1,095**		
	plus receipts for the year:				
	Trips/Events proceeds:				
	Fr.Herbert trip	513			
	Burns Supper deposits	1,375			
216	Burns Supper raffle	138			
83	Jubilee Picnic				
145	Scotland Trip				
	Coronation Lunch raffle proceeds	124			
	Chester deposits	510			
	Chester raffle proceeds	43			
	Murder Mystery play ticket sales	600			
2	Bank interest	24			
			3,327		
	less payments for the year:				
	Burns Supper expenses	1,375			
	Chester payments	460			
	Murder Mystery play payments	99			
	Fr. Herbert Service trip expenses	453			
			2,387		
1,095	31.12.23 Balance carried forward		**2,035**		
	ADDITIONAL ACCOUNT 3				
2,022	**LEGACY ACCOUNT**		2,023		
£			£		
69,736	1.1.23 Balance brought forward		**125,692**		
	plus receipts for the year:				
173	Interest	1,547			
22,329	Legacies/donations received				
40,621	Harvey Investment Funds re: HE repairs				
301	Gift aid rec'd on legacies				
63,424	total receipts		1,547		
	less payments for the year				
	Legacy monies spent:				
901	St. F. Hall table trolleys				

1,583	Chalice in memory of Enoch Pritchard				
274	St.F. Scaffold Tower				
	St.F. Re-decoration	7,800			
	Harvey monies spent:				
4,580	HE Repair work Harvey legacy monies	18,170			
130	HE Taxi fares Harvey legacy monies	133			
7,468	total payments		26,103		
125,692	31.12.23 Balance carried forward		**101,136**		
2,022	**CBF Church of England INVESTMENT FUND**		2,023		
£			£		
134,426	1.1.23 Portfolio valuation		**95,829**		
	1806.46 shares @ 5304.80p				
	Receipts:				
	less funds withdrawn:				
26,000	Common Fund instalment	26,000			
	439.7753 shares @ 5912.11p				
95,829	31.12.23 Portfolio valuation		**81,610**		
	1366.6847 shares @ 5971.38p				
-11.62%	increase/decrease in valuation		11,781	12.29%	
	CBF Church of England Investment Fund				
2,022	**Normacot - Harvey Fund**		2,023		
£			£		
42,742	1.1.23 Portfolio valuation		**0**		
	Receipts:				
40,621	Withdrawals:				
0	31.12.23 Portfolio valuation		**0**		
-4.96%	increase/decrease in valuation				
2,022	**PARISH '100' CLUB**		2,023		
	Stafford Borough Council Reg. No. 1243				

£			£		
473	1.1.23 Balance brought forward		**0**		
0	plus receipts for the year:				
	less payments for the year:				
473	proceeds donated to Church				
0	31.12.23 Balance carried forward		**0**		
		now accounted for in Church general a/c			
2,022	**HOLY EVANGELISTS FLOWER FUND**		2,023		
£			£		
61	1.1.23 Balance brought forward		**61**		
	plus receipts for the year:				
0	donations received	0			
	less payments for the year:				
0	balance transferred to St. F. Flower fund	61			
61	31.12.23 Balance carried forward		**0**		
2,022	**ST. FRANCIS FLOWER FUND**		2,023		
£			£		
278	1.1.23 Balance brought forward		**370**		
	Plus receipts for the year:				
778	Donations	869			
	Transfer in of HE Flower Fund	61			
	less payments for the year:				
686	Flowers & materials	1,060			
370	31.12.23 Balance carried forward		**240**		

	Normacot Harvey Monies	payments	receipts		
	b/f			85,633.52	
27.2.23	HE Taxi Fares (Wood £28.10 & Harvey £8.50)	36.60		85,596.92	
30.3.23	Alsager Roofing - roof repairs	15,534.78		70,062.14	
23.4.23	HE Taxi Fares (C & B Wood)	33.70		70,028.44	
23.5.23	HE Taxi Fares (C & B Wood)	13.60		70,014.84	
16.7.23	HE Taxi Fares (C & B Wood)	7.90		70,006.94	
30.7.23	HE Taxi Fares (C & B Wood)	13.30		69,993.64	
16.8.23	Wood, Goldstraw & Yorath Architects	1,711.32		68,282.32	
18.9.23	HE Taxi Fares (C & B Wood)	14.00		68,268.32	
2.11.23	Lightning Conductor Certificate Remedial works	924.00		67,344.32	
28.11.23	HE Taxi Fares (C & B Wood)	13.40		67,330.92	
31.12.23	approx. 2/3 annual 2023 interest		1,031.33	68,362.25	
4,858.40	Total HE Repairs paid so far		23,028.50		
4,580.40	Total HE Repairs 2023		18,170.10		
129.50	Total HE Taxi Fares paid 2023		132.50		

Independent Examiner's Report to the Trustees of St Francis Meir Heath & The Holy Evangelists Normacot

I report on the accounts of the church for the year ended 31st December 2023

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:-

Examine the accounts (under section 145 of the 2011 Act);

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commision. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements

   to keep accounting records in accordance with section 130 of the 2011 Act; and

   to prepare accounts which accord with the accounting records and comply with the Accounting records of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gillian Jackson
24 Draycott Old Road
Forsbrook
Stoke on Trent
ST11 9AL

17th February 2024

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACC

England & Wales - Charity number 1131470

Accounts

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	Jan	2022		31	Dec	2022

Section A Reference and administration details

Charity name	**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACOT, STOKE-UPON-TRENT**
Other names charity is known by	MEIR HEATH & NORMACOT PCC
Registered charity number (if any)	1131470
Charity's principal address	Parish Office, St Francis's Church
	Sandon Road
	Stoke-on-Trent
	Postcode ST3 7LH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	The Revd Dr David McHardy	Vicar/Chairman		*Ex officio* by virtue of office
3	Mrs Dawn Roberts	Churchwarden		Elected by the Annual Parish Meeting
4	Mrs Wendy Huson	Churchwarden		Elected by the Annual Parish Meeting
7	Miss Lynn Gater	Churchwarden		Elected by the Annual Parish Meeting
	Mrs Susan Goodwin	PCC Secretary		Elected by the Annual Parish Meeting
8	Mrs Julie Kent	Treasurer / Deanery Synod / Lay Reader		*Ex officio,* by virtue of licence
	Mrs Valerie Lynch			Elected by the Annual Parish Meeting
10	Mrs Denise Parr			Elected by the Annual Parish Meeting
13	Mrs Yvonne Ryan	Social / Health & Safely		Elected by the Annual Parish Meeting
14	Mr Keith Wheeldon	Mission Committee		Elected by the Annual Parish Meeting
15	Mr Richard Whitmore			Elected by the Annual Parish Meeting

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Meir Heath & Normacot PCC is a corporate body established by the Church of England operating under the PCC (Powers) Measure 1956 as amended and Church Representation Rules.
How the charity is constituted (eg. trust, association, company)	Corporate Body
Trustee selection methods (eg. appointed by, elected by)	All PCC members are charity Trustees, the majority being elected by those on the Church's Electoral Role at an Annual Parochial Meeting held before the end of April each year. Others are members and Trustees by virtue of their position in the Parish or by election to the Lichfield Diocesan Synod.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Newly elected PCC members are introduced to their role as Trustees of a registered charity and members may attend Diocesan training events applicable to their roles. All issued with 'Trusteeship: An Introduction for PCC Members' published jointly by The Archbishops' Council and the Charity Commission. The Lichfield Diocesan Office offers high quality, professional advice to PCCs. During the pandemic, meetings were reduced in frequency and mainly held *via* Zoom.

Safeguarding training for the members of the PCC was completed according to the requirements of the Church of England and an appropriate register is maintained. No safeguarding issues were raised during the year

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The PCC's principal function is to promote in the ecclesiastical Parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical).
We try to enable people to live out their faith more effectively through the Diocese's Four Primary Purposes of:
 Worship and Prayer
 Evangelism and Outreach
 Teaching and Nurture
 Social Justice and Care

In doing so, we provide a benefit to the public by:
 Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for our members and for anyone who wishes to benefit from what the Church offers: and
 Promoting Christian values, and service by members of the Church in and to the community, to the benefit of individuals and society as a whole.

To facilitate this work it is important for us to keep the fabric of our parish buildings and the condition of the grounds in good order.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities, the PCC trustees have been aware of the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* and have had regard to it in the administration of the Charity.

Worship and Prayer
The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community. We are fortunate to be able to enjoy a wide and flexible programme of liturgical worship, within the Catholic tradition. Including:
Sunday services
0800 Holy Communion (BCP) St Francis
0930 Parish Mass & Children's Church St Francis

Weekday services
Morning Office 09:00 Morning Prayer (Mon to Thurs) St Francis
Evening Office 17:00 Evening Prayer (Mon to Thurs) St Francis
Tuesday 09:30 Mass St Francis
Thursday 19:30 Mass St Francis
Saturday 09:30 Mass St Francis (Advent & Lent only)

Other devotional acts of worship take place depending on the liturgical season e.g. Stations of the Cross during Lent. Occasional services, meetings of the Cell of Our Lady of Walsingham and other activities are held and promoted. An annual Christmas Nine Lessons and Carols service has now been resumed.

Weddings, Funerals and other rites were as arranged. Baptisms are held at 14.00 on Sundays or at any Sunday Mass.
Confessions are heard by arrangement. All such activities were conducted in accordance with the Bishops' Guidelines.
'

Owing to the pandemic, worship activities at the School have not yet resumed.

Teaching and Nurture
Following on from the pandemic, we have been able to resume our parish educational activities, with our usual Lent course. Our Advent course, however, was markedly unsuccessful, with a drop-off in attendance, which was due to the impending Christmas festivities.
Evangelism and Community Outreach
The Beacon parish magazine – published monthly in-house and widely distributed across the parish community. The PCC decided that the magazine would be distributed by post, free of charge, to all who wished to receive a printed copy for the duration of the pandemic. Each edition would be available electronically to those who prefer to receive it in that format. Following the end of the pandemic, the PCC decided to resume the normal, paid, pattern of delivery. Local companies and individuals publish adverts in the magazine. Fr David has used the **Beacon** parish magazine, through a series of monthly articles, to help the community and congregation to meet the challenges of the present crisis, as well as by providing articles on appropriate Christian topics. Occasional articles on other topics are contributed by members of the parish.

The parish website – previously kept up to date, has suffered from the resignation of the previous webmaster and a replacement format is currently being considered, as too much technical knowledge is required for the current format. ***A Church Near You***, maintained by the Church of England, is currently acting as a temporary replacement. Plans have been commenced with a view to replacing our current website with a more user-friendly version, permitting regular updating, though these are currently on hold, as the PCC lack the technical knowledge to fully investigate our requirements

Holy Evangelists Church has been closed since January, due to maintenance issues. The initial problems, caused by water ingress due to the theft of lead from the roof, were finally resolved at the end of the year. However, further work is needed to replace rotting floor timbers at the side (disabled) access. A Faculty application to allow this work to be completed has been submitted. However, as the floor is unsafe and as this door constitutes our fire and emergency access, the church

remains closed for worship, with all services taking place at St Francis' in the interim.

Social Justice and Care
We continue to support the work of **The Children's Society** and **World Vision.** We actively promote the work of **Christian Solidarity Worldwide**, as well as that of **Christian Aid.**

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

St Clare's Church Centre continues to be run as a venue for a range of classes and groups. The primary group to hire the hall is a dance group, which runs classes for both adults and children.

The facility is run by the PCC, with minimal involvement from the vicar. Day-to-day running of the Centre is dealt with by the Administrator. We have successfully obtained a series of relatively small grants from the local authority for the refurbishment and enhancement of the facility. This has permitted the PCC to continue to make the facility available for hire to community groups and, owing to the reduction of council services, makes a welcome contribution to the social life of the area.

Section D Achievements and performance

Section D Achievements and performance

Summary of the main achievements of the charity during the year

We have continued to live out the Christian Faith in this part of our local community and have remained supportive of our many ventures. The pandemic caused a reduction in our activities and attendance. However, now that the restriction have ended, numbers are slowly beginning to return to normal. Our activities have now almost entirely resumed their normal pattern, with a successful Burns' Supper and Walsingham Pilgrimage having been held.

Section E Financial review

Brief statement of the charity's policy on reserves	We have no cash reserves at present. Our previous investment account with HSBC has been wound up and the assets transferred to CCLA. This has successfully generated extra money for our reserves. It is the PCC's policy to closely monitor the performance of these investments. At Normacot, we received a substantial legacy, which has been invested with CCLA and continues to provide growth. However, owing to the terms of the legacy, these funds are restricted and are presently paying for the repair works to the church.
Details of any funds materially in deficit	None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about: • the charity's principal sources of funds (including any fundraising); • how expenditure has supported the key objectives of the charity; • investment policy and objectives including any ethical investment policy adopted.	Aside from giving, our primary sources of income are from the letting of our premises and from the investment funds. Expenditure has been directed to the support of the charity's aims, including the maintenance of buildings, the support of worship and the employment of a Benefice Administrator on a part-time basis. A very generous legacy (£70 000) was left to the Benefice to be spent at the discretion of the Vicar for the spiritual benefit of parishioners at Normacot. So far, this has been used to cover transport costs to enable those at a distance to continue to attend church services at St Francis' and to fund the cost of the repairs at Holy Evangelists'..

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	David McHardy	
Full name(s)	David William McHardy	
Position (eg Secretary, Chair, etc)	Vicar & Chairman of the PCC	
Date	29th October 2023	

Receipts and Payments Accounts

Year ending 31st December 2022

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Charities SORP (FRS 102)

Approved by the PCC on 17.4.23 and signed on their behalf by

David McHardy (PCC Chairman)

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2022

Receipts and Payments

		Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds 2022	Total Funds 2021
Receipts							*see note 9 for full comparatives*
Donations and Legacies	**2a**	37,747		23,115		60,862	46,126
Charitable Activities	**2b**	5,237				5,237	5,646
Other Trading Activites	**2c**	15,442				15,442	9,550
Investments	**2d**	2		174		176	1,087
Other	**2e**	25		967		992	940
Capital Withdrawal from Investment		26,000		40,621		66,621	101,752
Total		84,453		64,877		149,330	165,101
Payments							
Raising Funds	**3a**	315				315	465
Charitable Activities	**3b**	82,657		7,953		90,610	105,104
Other	**3c**	473		1,075		1,548	207
Total		83,445		9,028		92,473	105,776
Net gain/(losses) on investment		-38,597		-42,742		-81,339	-65,362
Net Income/(Expenditure)		1,008		55,849		56,857	59,325
Transfer between Funds		-9		9			
Net Movements in Funds		-37,598		13,116		-24,482	-6,037
Total Funds brought forward (1st Jan 2022)		**141,343**		**113,241**		**254,584**	260,621
Total Funds carried forward (31st Dec 2022)		**103,745**		**126,357**		**230,102**	**254,584**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2022

Statement of Assets and Liabilities

Finance Form Box Number			Total 2022	Total 2021
	Assets retained for Church use			
	Investment Assets			
32		**5(a)**	95,829	177,168
	Tangible Assets			
34		**5(b)**		
	Cash Funds			
31				
	Bank current account		6,189	5,032
	Other bank accounts		127,452	71,157
	Cash		632	1,227
	Other			
34				
	Liabilities			
35		**6**		
	Diocesan Parish Share			
	Diocesan Loan			
	Other Liabilities			
H	**Total Net Funds**		**230,102**	**254,584**

Parish Funds	**2022**	**2021**
Unrestricted Funds		
General	103,745	141,343
Designated		
Restricted Funds	126,357	113,241
Endownment Funds		
Total	**230,102**	**254,584**

The attached notes form part of these financial statements

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2022

Accounting Policies

The financial statements have been prepared in accordance with Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention.The financial statements include all 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 nor those that are informal gatherings of Church members.

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Descripton of Funds

Restricted funds comprise of two elements :-
a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
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 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.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.
Designated funds relate to monies being held within the General account but which are set aside by the PCC for a particular purpose.

Receipts

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 receivable. All incoming resources are accounted for gross.

Payments

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 is accounted for gross.

Assets retained for Church use

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a)&(C) of the Charities Act 2011.

Moveable 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 insufficient cost information available and therefore such assets are not valued in the financial statements.

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Notes to Financial Statements for Year Ended December 2022

Finance Form Box Number	Income and Endowments from:	2	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2022	Total Funds 2021
	Donations and Legacies	**2a**						
	Voluntary Income/Receipts							
1	Tax efficient planned giving		17,920				17,920	17,955
2	Other planned giving		4,777				4,777	5,502
3	Collections at services		4,635				4,635	3,944
4	All other giving and voluntary receipts including special appeals		3,468		1,500		4,968	2,765
6	Gift Aid Recovered		6,947		301		7,248	9,675
7	Legacies received				20,829		20,829	6,171
8	Grants				485		485	114
			37,747		23,115		60,862	46,126
	Charitable Activities	**2b**						
	Church Activities							
11	Statutory Fees (retained by PCC)		3,544				3,544	3,778
9	Fundraising Activities		1,693				1,693	1,868
			5,237				5,237	5,646

Income and Endowments continued

			Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2022	Total Funds 2021
	Other Trading Activites	**2c**						
	Activities for Generating Fund							
12	Church Property rental		12,877				12,877	7,185
12	Solar Panels income		1,733				1,733	1,530
12	Parish Magazine/Bookstall		832				832	835
			15,442				15,442	9,550
	Investments	**2d**						
10	Investment Income							1,085
10	Bank Interest		2		174		176	2
			2		174		176	1,087
	Other	**2e**						
	2022 Pilgrimage monies							765
	2023 Pilgrimage/trips/events monies				967		967	
	miscellaneous - utility refund		25				25	175
	Capital withdrawal from Investment		26,000		40,621		66,621	101,752
		Total	**84,453**		**64,877**		**149,330**	**165,101**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2022

Finance Form Box Number	EXPENDITURE ON:	3	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2022	Total Funds 2021
	Raising Funds	**3a**						
17	***Costs of Generating Income***		315				315	465
			315				315	465
	Charitable Activities	**3b**						
	Church Activities							
18	Mission giving and donations		119				119	414
19	Diocesan Parish Share		45,192				45,192	52,375
20	Salaries/Wages		13,709				13,709	13,008
21	Clergy and Staff Expenses		663				663	698
	Church Expenses							
22	Church Expenses (Mission and Evangelism)		402		615		1,017	106
23	Church running expenses		14,815				14,815	15,477
24	Church utility bills		7,257				7,257	8,063
25	Cost of trading							
	Major Capital Expenditure							
27	Holy Evangelists' Repair work				4,580		4,580	1,103
	Legacy monies spent				2,758		2,758	1,220
27	St. Francis ' works		500				500	6,714
29	St.Francis Recording equipment							4,054
	St.Francis Kitchen equipment							1,872
			82,657		7,953		90,610	105,104
99	**Other**	**3c**						
	Pilgrimage monies 2022				765		765	
	Pilgrimage monies 2023				310		310	
	Transfer from '100' Club to General Fund		473				473	207
	Total		**83,445**		**9,028**		**92,473**	**105,776**

Parish of St. Francis Meir heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2022

4(a) Staff Costs

	2022	2021
Salaries	13,709	13,008

During the year the PCC employed Mrs Ann McHardy as Administrator, Mrs Pat Mair as Organist, Mrs Dawn Martin and Mrs Jaimie Wilks as Cleaners

4(b) PCC Costs

There were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other personal expenses.

5(a) Assets retained for Church use

	Freehold Buildings	Church Equipment	Total
At Cost or Valuation			
As at 1 Jan 2022			
Additions in the Year			
Disposal in the Year			
Revaluation (if any)			
Value at 31st December 2022			

The Parish leases a photocopier from CF Corp. Finance at a cost of £1920 p.a.

5(b) Investments

	At 01/01/2022	Additions	Disposals	Transfers	Change in Market Value	At 31/12/2022
Unrestricted funds						
Investment Fund	134,426		26,000		-11.62%	95,829
Restricted funds						
Investments	42,742		40,621		-4.96%	0
Endowment funds						
Investments						
Total	**177,168**					**95,829**

6 Liabilities

	2022	2021
Amounts falling due in one year		
Amounts Received in Advance		
Deferred Parish Share		
Other Creditors		
	0	0

7 Analysis of Net Assets

	General Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total
Fixed					
Investment Assets	95,829				95,829
Cash	7,916		126,357		134,273
Liabilities					
	103,745		**126,357**		**230,102**

8 Funds Reconcilation

	Reserves at 01/01/2022	Incoming Resources	Resources Expended	Investment Gains / Losses	Reserves at 31 Dec 2022
Unrestricted CCLA Investment	134,426		26,000	-12,597	95,829
Unrestricted cash & accounts	6,908	84,453	83,445		7,916
Designated Funds					
Restricted Funds:					
Legacy Fund	69,736	63,424	7,468		125,692
Betty Harvey Legacy	42,742		40,621	-2,121	0
Pilgrimage/Trips/Events monies	772	968	1,075		665
St. C. Council Grant	0	485	485		0
Endownment Funds					
1					
2					
3					
Total Funds	**254,584**	**149,330**	**159,094**	**-14,718**	**230,102**

** Please insert a brief explanatory note for each designated, restricted and endownments funds.*

9 SOFA Comparatives

2021	Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds
Receipts					
Donations & Legacies	39,744		6,382		46,126
Charitable activities	5,646				5,646
Other Trading Activities	9,550				9,550
Investments	1,087				1,087
Other	175		765		940
Capital Withdrawal from Investment	40,000	6,600	55,152		101,752
Total	96,202	6,600	62,299		165,101
Payments					
Raising funds	465				465
Charitable activities	91,012	6,600	7,492		105,104
Other	207				207
Total	91,684	6,600	7,492		105,776
Net gain/(losses) on investment	-20,948		-44,414		-65,362
Net Income/(Expenditure)	4,518		54,807		59,325
Transfer between Funds	-15,397		15,397		0
Net Movements in Funds	-31,827		25,790		-6,037
Total Funds brought forward (1st Jan)	**173,170**	**0**	**87,451**	**0**	**260,621**
Total Funds c/f (31st Dec)	**141,343**	**0**	**113,241**	**0**	**254,584**

	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2022				
	GENERAL FUND				
		ST.C.	**St.F.**	**HE**	**TOTAL**
2021	RECEIPTS	2022	2022	2022	2022
£		£	£	£	£
	UNRESTRICTED				
19,430	**Gift Aid**		16,828	1,092	17,920
9,675	**Income Tax Recovered**				7,248
5,502	**Other Planned Giving**		2,867	1,910	4,777
3,944	**Loose Plate**		4,616	19	4,635
	Sundry Donations:				
89	Votive Stands		734	21	755
1,411	Sundry Donations				369
41	Refreshments donations		274		274
203	Tiddlers		595		595
85	Indoor Games Club		271		271
108	Stitch, Knit & Natter Club donation		341		341
	Safeguarding Creation events donations		85		85
1,645	Donations in memoriam		2,135		2,135
	Grants & Legacies:				
114	SoT CC Grant for work at St. C.				
	Staffs BC Wildlife work Grant		485		485
	Legacy				20,341
	Fund Raising:				
332	Parish '100' Club proceeds				473
450	Parish '100' Club subscriptions				539
73	Collection Bottle				63
	St.F. Lunch Club proceeds		84		84
318	Sundry fund-raising, raffles etc				389
	Charitable & Ancillary Trading:				
799	Parish Magazine Subs and sales		494	71	565
36	Parish Magazine adverts income				267
	"Our Faithful" Queen book				50
	Fees paid to the PCC:				
7,185	Room hire and rental	9,650	3,227		12,877
3,778	Occasional Offices				3,544
	Non-Charitable Trading:				
1,110	Fees rec'd to be paid to Verger, Organist, Clergy				1,053
	Insurance claims & other Income:				
175	Refunds re: Utilities				25
1,530	Solar Panels income				1,733
1,085	CBF Property Fund dividends				

		ST.C.	**St.F.**	**HE**	**TOTAL**
2021		2022	2022	2022	2022
£		£	£	£	£
	DESIGNATED/RESTRICTED				
	Income from donors:				
230	World Vision Appeal				244
2,000	HE Fabric donations				
	Other:				
1,918	Fees Assigned				1,846
1,051	Restricted donations				
101,752	Withdrawal from CCLA Funds				66,621
765	2022 Walsingham Pilgrimage monies				5,295
	2023 Walsingham Pilgrimage monies				600
	2023 Scotland trip monies				9,756
	Autumn tree-planting monies				1,423
	Burns Supper 2023 monies				125
	Fr. Herbert's Trip monies				242
	Aston Marina Christmas meal monies				2,014
275	Children's Society		80	306	386
740	Common Licence Fees				400
486	SOLW Lent Appeal monies				
	Ukraine Lent Appeal				510
	Transfers In:				
	from Trips/Events account				17,121
9,098	from Legacy account				7,468
1,872	from Social account				
179,305	**TOTAL RECEIPTS**				**195,944**

	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2022				
	GENERAL FUND				
	PAYMENTS	**ST.C.**	**St.F.**	**HE**	**TOTAL**
2021		2022	2022	2022	2022
£		£	£	£	£
	Grants & Mission:				
275	Children's Society		80	306	386
298	World Vision				298
5	Poor Clergy Relief				5
583	SOLW Lent Appeal				
	Ukraine Lent Appeal				510
244	Tearfund Toilet Twinning				
	Alzheimer's Society				147
	Foodbank				45
	SOLW Lamp				70
52,375	**Common Fund**				45,192
698	**Clergy Expenses**				663
	Upkeep of Church:				
3,432	Gas	568	1,852	383	2,803
4,373	Electricity	736	3,089	241	4,066
6,420	Insurance	940	3,021	2,752	6,713
164	Refuse collection	172	36		208
258	STWA		222	166	388
147	Cleaning supplies	15	48		63
	Paper supplies				139
249	Mobile WiFi	263			263
1551	Re-decorating, misc.repairs, maintenance	40	1,181	218	1,439
301	Grounds maintenance		170		170
94	PPE supplies				27
	Memorial Garden maintenance		30		30
100	Independent Examiner				100
	Upkeep of Services:				
279	Altar Requisites		142		323
95	Ordo's				99
110	Church music				110
	Mission material				45
	Service requisites				59
218	Candle supplies				
	Event Expenses:				
78	Parish Trips/Events expenses				153
	Safeguarding Creation event expenses		1,940		1,940
56	Refreshments expenses		201		201
	Lunch Club expenses		102		102

		ST.C.	St.F.	HE	TOTAL
2021		2022	2022	2022	2022
£		£	£	£	£
	Trading:				
	"Our Faithful" Queen book				50
	Major Works & One-offs				
	Building repairs			4,580	4,580
114	Grant works				
768	St.F. Lightning Conductor repair				
1,220	St.F. Candlesticks (legacy money)				
4,054	Camera & Film equipment				
6,600	St.C. Hedge-cutting				
107	St.F. grounds equipment				
825	HE Surveyor's Inspection				
278	HE Repairs				
1,872	St.F. Dishwasher & kitchen equipment				
109	Tiddlers' equipment				
	St.F. Wasp Nest removal incl scaffolding		500		500
	St.F. Chalice (Legacy money)		1,583		1,583
	St.F. Hall table trolleys		901		901
	St.F. Office computer		499		499
	St.F. Scaffold Tower		274		274
	Salaries & Support Costs:				
9,799	Administrator				9,994
1,715	Organist				1,855
1,494	Cleaner	595	1,265		1,860
1,019	Fees paid to Verger, Organist & Retired Clergy				1,008
91	Retired Clergy fees/Clergy Thank you's		20		20
	Fund Raising Costs:				
92	Church Giving Envelopes				95
	Parish '100' Club prize money				200
	Staffs BC Lottery Licence				20
	Church Admin:				
2,079	Photocopier Rental & maintenance				1,932
639	Office phone bill				480
574	Office supplies, costs & postage				781
60	Forward in Faith subs				60
451	Christian Copyright Licensing				291
12	Transport expenses				130
144	Zoom subscription				
50	Course materials				
127	Miscellaneous admin costs				
34	HSBC Bank charges				244
	Book of Remembrance Calligrapher fee		139		139

		ST.C.	St.F.	HE	TOTAL
2021		2022	2022	2022	2022
£		£	£	£	£
	Designated Payments:				
1,918	Fees assigned to the Diocese				1,846
0	Walsingham 2022 Pilgrimage deposits refunded				270
740	Common Licence Fees				400
	Walsingham 2022 payments				5,720
	Walsingham 2023 payments				310
	Scotland Trip payments				9,480
	Aston Marina Christmas meal payment				2,014
	Transfers Out:				
63,771	to Legacy Account				63,251
765	to Trips Account				17,158
	to Social Account				299
173,924	**TOTAL PAYMENTS**				**195,001**
	01.01.22 Balances b/f				
	General Account	5,032			
	Petty Cash	415	**5,447**		
	plus receipts for the year	195,944			
	sub-total				
	less payments for the year	195,001			
	31.12.22 Balances c/f				
	General Account	6,189			
	Petty Cash	201	**6,390**		

	ADDITIONAL ACCOUNT 1				
2021	**PARISH TRIPS & EVENTS MONIES**		2022		
£			£		
7	1.1.22 Balance brought forward		**772**		
765	2022 Walsingham Pilgrimage deposits	5,295			
	2023 Walsingham Pilgrimage deposits	600			
	Scotland Trip deposits	9,756			
	Tree Sponsorship receipts	720			
	Aston Marina Christmas Meal deposits	420			
	Fr. Herbert Service deposits	242			
	2023 Burns Supper deposits	125			
0	Bank interest	1			
	total receipts	17,159			
	2022 Walsingham Pilgrimage refunds	270			
	2022 Walsingham payments	5,720			
	2022 Walsingham proceeds to SOLW (lamp)	70			
	Scotland Trip payments	9,611			
	Scotland Trip proceeds to Social a/c	145			
	Walsingham 2023 payments	310			
	Aston Marina Christmas meal payments	420			
	Tree Nursery payments	720			
	total payments	17,266			
772	31.12.22 Balance carried forward		**665**		
	ADDITIONAL ACCOUNT 2				
2021	**SOCIAL FUND MONIES**		2022		
£			£		
2,521	1.1.22 Balance brought forward		**649**		
	plus receipts for the year:				
	Trips/Events proceeds:				
	Burns Supper	216			
	Jubilee Picnic	83			
	Scotland Trip	145			
0	Bank interest	2			
	less payments for the year:				
1,872	St.F. Kitchen equipment				
649	31.12.22 Balance carried forward		**1,095**		

	ADDITIONAL ACCOUNT 3				
2021	**LEGACY ACCOUNT**		2022		
£			£		
15,061	1.1.22 Balance brought forward		**69,736**		
	plus receipts for the year:				
2	Interest	173			
6,171	Legacies/donations received	22,329			
50,000	Harvey Investment Funds re: HE repairs	40,621			
	Gift aid rec'd on legacies	301			
	total receipts	63,424			
	less payments for the year				
	Legacy monies spent:				
	St. F. Hall table trolleys	901			
	Chalice in memory of Enoch Pritchard	1,583			
	St.F. Scaffold Tower	274			
1,220	St.F.Candlesticks in memory Pam Goodwin				
278	HE Repair work Harvey legacy monies	4,580			
	HE Taxi fares Harvey legacy monies	130			
	total payments	7,468			
69,736	31.12.22 Balance carried forward		**125,692**		
2021	**CBF Church of England INVESTMENT FUND**		2022		
£			£		
119,328	1.1.22 Portfolio valuation		**134,426**		
	2301.76 shares @ 5840.15p				
33,035	Receipts:	0			
	less funds withdrawn:				
40,000	Common Fund instalment	26,000			
	495.30 shares @ 5249.33p				
134,426	31.12.22 Portfolio valuation		**95,829**		
	1806.46 shares @ 5304.80				
12.65%	increase/decrease in valuation	-11.62%			

2021	**CBF Church of England Property Fund**		2022		
£			£		
36,046	1.1.22 Portfolio valuation		**0**		
	Reinvested dividends				
409	1.3.21 304.81 shares @ 134.33p				
498	1.6.21 363.88 shares @ 136.97p				
	less funds withdrawn:				
	4,899.05 Shares @ 134.72p				
6,600	St. Clare's Hedge-cutting				
	26.10.21 Fund closed and balance transferred				
	to Investment Fund				
33,035	23,623.49 Shares @ 139.84p				
0	31.12.22 Portfolio valuation		**0**		
-8.35%	increase/decrease in valuation				
	CBF Church of England Investment Fund				
2021	**Normacot - Harvey Fund**		2022		
£			£		
73,353	1.1.22 Portfolio valuation		**42,742**		
	731.87 Shares @ 5840.15p				
15,274	Receipts:		0		
55,152	Withdrawals:	40,621			
	731.87 shares @ 5550.36				
42,742	31.12.22 Portfolio valuation		**0**		
-41.73%	increase/decrease in valuation	-4.96%			
	CBF Church of England Property Fund				
2021	**Normacot - Harvey Fund**		2022		
£			£		
13,803	01.01.22 Portfolio Valuation		**0**		
	plus receipts:				
348	Reinvested dividends:-		0		
15,274	less withdrawals:				
0	31.12.22 Portfolio valuation		**0**		
10.66%	increase/decrease in valuation				

2021	**PARISH '100' CLUB**		2022		
	Stafford Borough Council Reg. No. 1243				
£			£		
207	1.1.22 Balance brought forward		**473**		
	plus receipts for the year:		0		
858	Subs received direct				
35	Prizes donated back				
450	Subs paid direct to Church				
	less payments for the year:				
295	prizes				
332	proceeds donated to Church		473		
450	monies paid direct to Church				
473	31.12.22 Balance carried forward		**0**		
		now accounted for in Church general a/c			
2021	**HOLY EVANGELISTS FLOWER FUND**		2022		
£			£		
25	1.1.22 Balance brought forward		**61**		
	plus receipts for the year:				
80	donations received	0			
44	cost of flowers & materials	0			
61	31.12.22 Balance carried forward		**61**		
2021	**ST. FRANCIS FLOWER FUND**		2022		
£			£		
204	1.1.22 Balance brought forward		**278**		
	Plus receipts for the year:				
675	Donations	778			
	less payments for the year:				
601	Flowers & materials	686			
278	31.12.22 Balance carried forward		**370**		

	Normacot Harvey Monies	payments	receipts		
14.10.21	CCLA Harvey Fund withdrawal		50,000.00	50,000.00	
7.10.21	A Milward - Porch damage repair	278.00		49,722.00	
	Clear guttering & rain gullies				
28.1.22	Halfern Ltd - Interior scaffolding &	2,520.00		47,202.00	
	removal of loose plaster				
3.2.22	Final liquidation of CCLA Harvey Fund		40,621.42	87,823.42	
10.2.22	Atlas Scaffolding - exterior scaffolding	957.60		86,865.82	
10.2.22	Atlas Scaffolding - ladder hire	36.00		86,829.82	
2.3.22	Atlas Scaffolding - ladder hire	72.00		86,757.82	
11.3.22	Atlas Scaffolding - ladder hire	36.00		86,721.82	
15.3.22	Atlas Scaffolding - ladder hire	72.00		86,649.82	
26.3.22	Atlas Scaffolding - ladder hire	72.00		86,577.82	
4.4.22	HE Taxi Fares (C & B Wood)	28.40		86,549.42	
4.5.22	Atlas Scaffolding - scaffold hire	205.20		86,344.22	
24.5.22	HE Taxi Fares (C & B Wood)	13.40		86,330.82	
10.6.22	Atlas Scaffolding - scaffold & ladder hire	199.20		86,131.62	
3.7.22	Atlas Scaffolding - scaffold hire	91.20		86,040.42	
2.8.22	Atlas Scaffolding - scaffold hire	114.00		85,926.42	
8.8.22	HE Taxi Fares (C & B Wood)	13.80		85,912.62	
29.8.22	HE Taxi Fares (C & B Wood)	13.70		85,898.92	
6.9.22	Atlas Scaffolding - scaffold hire	91.20		85,807.72	
6.10.22	Atlas Scaffolding - scaffold hire	114.00		85,693.72	
17.10.22	HE Taxi Fares (C & B Wood)	13.30		85,680.42	
10.12.22	HE Taxi Fares (C & B Wood)	13.40		85,667.02	
1.1.23	HE Taxi Fares (C & B Wood)	33.50		85,633.52	
	Total HE Repairs paid so far	4,858.40			
	Total HE Repairs 2022	4,580.40			
	Total HE Taxi Fares paid	129.50			

Independent Examiner's Report to the Trustees of St Francis Meir Heath & The Holy Evangelists Normacot

I report on the accounts of the church for the year ended 31st December 2022.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:-

Examine the accounts (under section 145 of the 2011 Act);

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commision. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements

   to keep accounting records in accordance with section 130 of the 2011 Act; and

   to prepare accounts which accord with the accounting records and comply with the Accounting records of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gillian Jackson
24 Draycott Old Road
Forsbrook
Stoke on Trent
ST11 9AL

20th February 2023

Receipts and Payments Accounts

Year ending 31st December 2022

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Charities SORP (FRS 102)

Approved by the PCC on 17.4.23 and signed on their behalf by

David McHardy (PCC Chairman)

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2022

Receipts and Payments

		Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds 2022	Total Funds 2021
Receipts							*see note 9 for full comparatives*
Donations and Legacies	**2a**	37,747		23,115		60,862	46,126
Charitable Activities	**2b**	5,237				5,237	5,646
Other Trading Activites	**2c**	15,442				15,442	9,550
Investments	**2d**	2		174		176	1,087
Other	**2e**	25		967		992	940
Capital Withdrawal from Investment		26,000		40,621		66,621	101,752
Total		84,453		64,877		149,330	165,101
Payments							
Raising Funds	**3a**	315				315	465
Charitable Activities	**3b**	82,657		7,953		90,610	105,104
Other	**3c**	473		1,075		1,548	207
Total		83,445		9,028		92,473	105,776
Net gain/(losses) on investment		-38,597		-42,742		-81,339	-65,362
Net Income/(Expenditure)		1,008		55,849		56,857	59,325
Transfer between Funds		-9		9			
Net Movements in Funds		-37,598		13,116		-24,482	-6,037
Total Funds brought forward (1st Jan 2022)		**141,343**		**113,241**		**254,584**	260,621
Total Funds carried forward (31st Dec 2022)		**103,745**		**126,357**		**230,102**	**254,584**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2022

Statement of Assets and Liabilities

Finance Form Box Number			Total 2022	Total 2021
	Assets retained for Church use			
	Investment Assets			
32		**5(a)**	95,829	177,168
	Tangible Assets			
34		**5(b)**		
	Cash Funds			
31				
	Bank current account		6,189	5,032
	Other bank accounts		127,452	71,157
	Cash		632	1,227
	Other			
34				
	Liabilities			
35		**6**		
	Diocesan Parish Share			
	Diocesan Loan			
	Other Liabilities			
H	**Total Net Funds**		**230,102**	**254,584**

Parish Funds	**2022**	**2021**
Unrestricted Funds		
General	103,745	141,343
Designated		
Restricted Funds	126,357	113,241
Endownment Funds		
Total	**230,102**	**254,584**

The attached notes form part of these financial statements

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2022

Accounting Policies

The financial statements have been prepared in accordance with Charities SORP (FRS102).

The financial statements have been prepared under the historical cost convention.The financial statements include all 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 nor those that are informal gatherings of Church members.

Cashflow Statement

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

Descripton of Funds

Restricted funds comprise of two elements :-
a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
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 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.

Unrestricted funds are income funds which are to be spent on the PCC's general purpose.
Designated funds relate to monies being held within the General account but which are set aside by the PCC for a particular purpose.

Receipts

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 receivable. All incoming resources are accounted for gross.

Payments

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 is accounted for gross.

Assets retained for Church use

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a)&(C) of the Charities Act 2011.

Moveable 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 insufficient cost information available and therefore such assets are not valued in the financial statements.

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Notes to Financial Statements for Year Ended December 2022

Finance Form Box Number	Income and Endowments from:	2	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2022	Total Funds 2021
	Donations and Legacies	**2a**						
	Voluntary Income/Receipts							
1	Tax efficient planned giving		17,920				17,920	17,955
2	Other planned giving		4,777				4,777	5,502
3	Collections at services		4,635				4,635	3,944
4	All other giving and voluntary receipts including special appeals		3,468		1,500		4,968	2,765
6	Gift Aid Recovered		6,947		301		7,248	9,675
7	Legacies received				20,829		20,829	6,171
8	Grants				485		485	114
			37,747		23,115		60,862	46,126
	Charitable Activities	**2b**						
	Church Activities							
11	Statutory Fees (retained by PCC)		3,544				3,544	3,778
9	Fundraising Activities		1,693				1,693	1,868
			5,237				5,237	5,646

Income and Endowments continued

			Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2022	Total Funds 2021
	Other Trading Activites	**2c**						
	Activities for Generating Fund							
12	Church Property rental		12,877				12,877	7,185
12	Solar Panels income		1,733				1,733	1,530
12	Parish Magazine/Bookstall		832				832	835
			15,442				15,442	9,550
	Investments	**2d**						
10	Investment Income							1,085
10	Bank Interest		2		174		176	2
			2		174		176	1,087
	Other	**2e**						
	2022 Pilgrimage monies							765
	2023 Pilgrimage/trips/events monies				967		967	
	miscellaneous - utility refund		25				25	175
	Capital withdrawal from Investment		26,000		40,621		66,621	101,752
		Total	**84,453**		**64,877**		**149,330**	**165,101**

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2022

Finance Form Box Number	EXPENDITURE ON:	3	Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total Funds 2022	Total Funds 2021
	Raising Funds	**3a**						
17	***Costs of Generating Income***		315				315	465
			315				315	465
	Charitable Activities	**3b**						
	Church Activities							
18	Mission giving and donations		119				119	414
19	Diocesan Parish Share		45,192				45,192	52,375
20	Salaries/Wages		13,709				13,709	13,008
21	Clergy and Staff Expenses		663				663	698
	Church Expenses							
22	Church Expenses (Mission and Evangelism)		402		615		1,017	106
23	Church running expenses		14,815				14,815	15,477
24	Church utility bills		7,257				7,257	8,063
25	Cost of trading							
	Major Capital Expenditure							
27	Holy Evangelists' Repair work				4,580		4,580	1,103
	Legacy monies spent				2,758		2,758	1,220
27	St. Francis ' works		500				500	6,714
29	St.Francis Recording equipment							4,054
	St.Francis Kitchen equipment							1,872
			82,657		7,953		90,610	105,104
99	**Other**	**3c**						
	Pilgrimage monies 2022				765		765	
	Pilgrimage monies 2023				310		310	
	Transfer from '100' Club to General Fund		473				473	207
	Total		**83,445**		**9,028**		**92,473**	**105,776**

Parish of St. Francis Meir heath & The Holy Evangelists Normacot
Notes to Financial Statements for Year Ended December 2022

4(a) Staff Costs

	2022	2021
Salaries	13,709	13,008

During the year the PCC employed Mrs Ann McHardy as Administrator, Mrs Pat Mair as Organist, Mrs Dawn Martin and Mrs Jaimie Wilks as Cleaners

4(b) PCC Costs

There were no other transactions made in respect of PCC Members, no PCC Member received remuneration, benefit or reimbursement of travelling or other personal expenses.

5(a) Assets retained for Church use

	Freehold Buildings	Church Equipment	Total
At Cost or Valuation			
As at 1 Jan 2022			
Additions in the Year			
Disposal in the Year			
Revaluation (if any)			
Value at 31st December 2022			

The Parish leases a photocopier from CF Corp. Finance at a cost of £1920 p.a.

5(b) Investments

	At 01/01/2022	Additions	Disposals	Transfers	Change in Market Value	At 31/12/2022
Unrestricted funds						
Investment Fund	134,426		26,000		-11.62%	95,829
Restricted funds						
Investments	42,742		40,621		-4.96%	0
Endowment funds						
Investments						
Total	**177,168**					**95,829**

6 Liabilities

	2022	2021
Amounts falling due in one year		
Amounts Received in Advance		
Deferred Parish Share		
Other Creditors		
	0	0

7 Analysis of Net Assets

	General Unrestricted Funds	Designated Funds	Restricted Funds	Endownment Funds	Total
Fixed					
Investment Assets	95,829				95,829
Cash	7,916		126,357		134,273
Liabilities					
	103,745		**126,357**		**230,102**

8 Funds Reconcilation

	Reserves at 01/01/2022	Incoming Resources	Resources Expended	Investment Gains / Losses	Reserves at 31 Dec 2022
Unrestricted CCLA Investment	134,426		26,000	-12,597	95,829
Unrestricted cash & accounts	6,908	84,453	83,445		7,916
Designated Funds					
Restricted Funds:					
Legacy Fund	69,736	63,424	7,468		125,692
Betty Harvey Legacy	42,742		40,621	-2,121	0
Pilgrimage/Trips/Events monies	772	968	1,075		665
St. C. Council Grant	0	485	485		0
Endownment Funds					
1					
2					
3					
Total Funds	**254,584**	**149,330**	**159,094**	**-14,718**	**230,102**

** Please insert a brief explanatory note for each designated, restricted and endownments funds.*

9 SOFA Comparatives

2021	Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds
Receipts					
Donations & Legacies	39,744		6,382		46,126
Charitable activities	5,646				5,646
Other Trading Activities	9,550				9,550
Investments	1,087				1,087
Other	175		765		940
Capital Withdrawal from Investment	40,000	6,600	55,152		101,752
Total	96,202	6,600	62,299		165,101
Payments					
Raising funds	465				465
Charitable activities	91,012	6,600	7,492		105,104
Other	207				207
Total	91,684	6,600	7,492		105,776
Net gain/(losses) on investment	-20,948		-44,414		-65,362
Net Income/(Expenditure)	4,518		54,807		59,325
Transfer between Funds	-15,397		15,397		0
Net Movements in Funds	-31,827		25,790		-6,037
Total Funds brought forward (1st Jan)	**173,170**	**0**	**87,451**	**0**	**260,621**
Total Funds c/f (31st Dec)	**141,343**	**0**	**113,241**	**0**	**254,584**

	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2022				
	GENERAL FUND				
		ST.C.	**St.F.**	**HE**	**TOTAL**
2021	RECEIPTS	2022	2022	2022	2022
£		£	£	£	£
	UNRESTRICTED				
19,430	**Gift Aid**		16,828	1,092	17,920
9,675	**Income Tax Recovered**				7,248
5,502	**Other Planned Giving**		2,867	1,910	4,777
3,944	**Loose Plate**		4,616	19	4,635
	Sundry Donations:				
89	Votive Stands		734	21	755
1,411	Sundry Donations				369
41	Refreshments donations		274		274
203	Tiddlers		595		595
85	Indoor Games Club		271		271
108	Stitch, Knit & Natter Club donation		341		341
	Safeguarding Creation events donations		85		85
1,645	Donations in memoriam		2,135		2,135
	Grants & Legacies:				
114	SoT CC Grant for work at St. C.				
	Staffs BC Wildlife work Grant		485		485
	Legacy				20,341
	Fund Raising:				
332	Parish '100' Club proceeds				473
450	Parish '100' Club subscriptions				539
73	Collection Bottle				63
	St.F. Lunch Club proceeds		84		84
318	Sundry fund-raising, raffles etc				389
	Charitable & Ancillary Trading:				
799	Parish Magazine Subs and sales		494	71	565
36	Parish Magazine adverts income				267
	"Our Faithful" Queen book				50
	Fees paid to the PCC:				
7,185	Room hire and rental	9,650	3,227		12,877
3,778	Occasional Offices				3,544
	Non-Charitable Trading:				
1,110	Fees rec'd to be paid to Verger, Organist, Clergy				1,053
	Insurance claims & other Income:				
175	Refunds re: Utilities				25
1,530	Solar Panels income				1,733
1,085	CBF Property Fund dividends				

		ST.C.	**St.F.**	**HE**	**TOTAL**
2021		2022	2022	2022	2022
£		£	£	£	£
	DESIGNATED/RESTRICTED				
	Income from donors:				
230	World Vision Appeal				244
2,000	HE Fabric donations				
	Other:				
1,918	Fees Assigned				1,846
1,051	Restricted donations				
101,752	Withdrawal from CCLA Funds				66,621
765	2022 Walsingham Pilgrimage monies				5,295
	2023 Walsingham Pilgrimage monies				600
	2023 Scotland trip monies				9,756
	Autumn tree-planting monies				1,423
	Burns Supper 2023 monies				125
	Fr. Herbert's Trip monies				242
	Aston Marina Christmas meal monies				2,014
275	Children's Society		80	306	386
740	Common Licence Fees				400
486	SOLW Lent Appeal monies				
	Ukraine Lent Appeal				510
	Transfers In:				
	from Trips/Events account				17,121
9,098	from Legacy account				7,468
1,872	from Social account				
179,305	**TOTAL RECEIPTS**				**195,944**

	THE BENEFICE OF ST. FRANCIS MEIR HEATH				
	& THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2022				
	GENERAL FUND				
	PAYMENTS	**ST.C.**	**St.F.**	**HE**	**TOTAL**
2021		2022	2022	2022	2022
£		£	£	£	£
	Grants & Mission:				
275	Children's Society		80	306	386
298	World Vision				298
5	Poor Clergy Relief				5
583	SOLW Lent Appeal				
	Ukraine Lent Appeal				510
244	Tearfund Toilet Twinning				
	Alzheimer's Society				147
	Foodbank				45
	SOLW Lamp				70
52,375	**Common Fund**				45,192
698	**Clergy Expenses**				663
	Upkeep of Church:				
3,432	Gas	568	1,852	383	2,803
4,373	Electricity	736	3,089	241	4,066
6,420	Insurance	940	3,021	2,752	6,713
164	Refuse collection	172	36		208
258	STWA		222	166	388
147	Cleaning supplies	15	48		63
	Paper supplies				139
249	Mobile WiFi	263			263
1551	Re-decorating, misc.repairs, maintenance	40	1,181	218	1,439
301	Grounds maintenance		170		170
94	PPE supplies				27
	Memorial Garden maintenance		30		30
100	Independent Examiner				100
	Upkeep of Services:				
279	Altar Requisites		142		323
95	Ordo's				99
110	Church music				110
	Mission material				45
	Service requisites				59
218	Candle supplies				
	Event Expenses:				
78	Parish Trips/Events expenses				153
	Safeguarding Creation event expenses		1,940		1,940
56	Refreshments expenses		201		201
	Lunch Club expenses		102		102

		ST.C.	St.F.	HE	TOTAL
2021		2022	2022	2022	2022
£		£	£	£	£
	Trading:				
	"Our Faithful" Queen book				50
	Major Works & One-offs				
	Building repairs			4,580	4,580
114	Grant works				
768	St.F. Lightning Conductor repair				
1,220	St.F. Candlesticks (legacy money)				
4,054	Camera & Film equipment				
6,600	St.C. Hedge-cutting				
107	St.F. grounds equipment				
825	HE Surveyor's Inspection				
278	HE Repairs				
1,872	St.F. Dishwasher & kitchen equipment				
109	Tiddlers' equipment				
	St.F. Wasp Nest removal incl scaffolding		500		500
	St.F. Chalice (Legacy money)		1,583		1,583
	St.F. Hall table trolleys		901		901
	St.F. Office computer		499		499
	St.F. Scaffold Tower		274		274
	Salaries & Support Costs:				
9,799	Administrator				9,994
1,715	Organist				1,855
1,494	Cleaner	595	1,265		1,860
1,019	Fees paid to Verger, Organist & Retired Clergy				1,008
91	Retired Clergy fees/Clergy Thank you's		20		20
	Fund Raising Costs:				
92	Church Giving Envelopes				95
	Parish '100' Club prize money				200
	Staffs BC Lottery Licence				20
	Church Admin:				
2,079	Photocopier Rental & maintenance				1,932
639	Office phone bill				480
574	Office supplies, costs & postage				781
60	Forward in Faith subs				60
451	Christian Copyright Licensing				291
12	Transport expenses				130
144	Zoom subscription				
50	Course materials				
127	Miscellaneous admin costs				
34	HSBC Bank charges				244
	Book of Remembrance Calligrapher fee		139		139

		ST.C.	St.F.	HE	TOTAL
2021		2022	2022	2022	2022
£		£	£	£	£
	Designated Payments:				
1,918	Fees assigned to the Diocese				1,846
0	Walsingham 2022 Pilgrimage deposits refunded				270
740	Common Licence Fees				400
	Walsingham 2022 payments				5,720
	Walsingham 2023 payments				310
	Scotland Trip payments				9,480
	Aston Marina Christmas meal payment				2,014
	Transfers Out:				
63,771	to Legacy Account				63,251
765	to Trips Account				17,158
	to Social Account				299
173,924	**TOTAL PAYMENTS**				**195,001**
	01.01.22 Balances b/f				
	General Account	5,032			
	Petty Cash	415	**5,447**		
	plus receipts for the year	195,944			
	sub-total				
	less payments for the year	195,001			
	31.12.22 Balances c/f				
	General Account	6,189			
	Petty Cash	201	**6,390**		

	ADDITIONAL ACCOUNT 1				
2021	**PARISH TRIPS & EVENTS MONIES**		2022		
£			£		
7	1.1.22 Balance brought forward		**772**		
765	2022 Walsingham Pilgrimage deposits	5,295			
	2023 Walsingham Pilgrimage deposits	600			
	Scotland Trip deposits	9,756			
	Tree Sponsorship receipts	720			
	Aston Marina Christmas Meal deposits	420			
	Fr. Herbert Service deposits	242			
	2023 Burns Supper deposits	125			
0	Bank interest	1			
	total receipts	17,159			
	2022 Walsingham Pilgrimage refunds	270			
	2022 Walsingham payments	5,720			
	2022 Walsingham proceeds to SOLW (lamp)	70			
	Scotland Trip payments	9,611			
	Scotland Trip proceeds to Social a/c	145			
	Walsingham 2023 payments	310			
	Aston Marina Christmas meal payments	420			
	Tree Nursery payments	720			
	total payments	17,266			
772	31.12.22 Balance carried forward		**665**		
	ADDITIONAL ACCOUNT 2				
2021	**SOCIAL FUND MONIES**		2022		
£			£		
2,521	1.1.22 Balance brought forward		**649**		
	plus receipts for the year:				
	Trips/Events proceeds:				
	Burns Supper	216			
	Jubilee Picnic	83			
	Scotland Trip	145			
0	Bank interest	2			
	less payments for the year:				
1,872	St.F. Kitchen equipment				
649	31.12.22 Balance carried forward		**1,095**		

	ADDITIONAL ACCOUNT 3				
2021	**LEGACY ACCOUNT**		2022		
£			£		
15,061	1.1.22 Balance brought forward		**69,736**		
	plus receipts for the year:				
2	Interest	173			
6,171	Legacies/donations received	22,329			
50,000	Harvey Investment Funds re: HE repairs	40,621			
	Gift aid rec'd on legacies	301			
	total receipts	63,424			
	less payments for the year				
	Legacy monies spent:				
	St. F. Hall table trolleys	901			
	Chalice in memory of Enoch Pritchard	1,583			
	St.F. Scaffold Tower	274			
1,220	St.F.Candlesticks in memory Pam Goodwin				
278	HE Repair work Harvey legacy monies	4,580			
	HE Taxi fares Harvey legacy monies	130			
	total payments	7,468			
69,736	31.12.22 Balance carried forward		**125,692**		
2021	**CBF Church of England INVESTMENT FUND**		2022		
£			£		
119,328	1.1.22 Portfolio valuation		**134,426**		
	2301.76 shares @ 5840.15p				
33,035	Receipts:	0			
	less funds withdrawn:				
40,000	Common Fund instalment	26,000			
	495.30 shares @ 5249.33p				
134,426	31.12.22 Portfolio valuation		**95,829**		
	1806.46 shares @ 5304.80				
12.65%	increase/decrease in valuation	-11.62%			

2021	**CBF Church of England Property Fund**		2022		
£			£		
36,046	1.1.22 Portfolio valuation		**0**		
	Reinvested dividends				
409	1.3.21 304.81 shares @ 134.33p				
498	1.6.21 363.88 shares @ 136.97p				
	less funds withdrawn:				
	4,899.05 Shares @ 134.72p				
6,600	St. Clare's Hedge-cutting				
	26.10.21 Fund closed and balance transferred				
	to Investment Fund				
33,035	23,623.49 Shares @ 139.84p				
0	31.12.22 Portfolio valuation		**0**		
-8.35%	increase/decrease in valuation				
	CBF Church of England Investment Fund				
2021	**Normacot - Harvey Fund**		2022		
£			£		
73,353	1.1.22 Portfolio valuation		**42,742**		
	731.87 Shares @ 5840.15p				
15,274	Receipts:		0		
55,152	Withdrawals:	40,621			
	731.87 shares @ 5550.36				
42,742	31.12.22 Portfolio valuation		**0**		
-41.73%	increase/decrease in valuation	-4.96%			
	CBF Church of England Property Fund				
2021	**Normacot - Harvey Fund**		2022		
£			£		
13,803	01.01.22 Portfolio Valuation		**0**		
	plus receipts:				
348	Reinvested dividends:-		0		
15,274	less withdrawals:				
0	31.12.22 Portfolio valuation		**0**		
10.66%	increase/decrease in valuation				

2021	**PARISH '100' CLUB**		2022		
	Stafford Borough Council Reg. No. 1243				
£			£		
207	1.1.22 Balance brought forward		**473**		
	plus receipts for the year:		0		
858	Subs received direct				
35	Prizes donated back				
450	Subs paid direct to Church				
	less payments for the year:				
295	prizes				
332	proceeds donated to Church		473		
450	monies paid direct to Church				
473	31.12.22 Balance carried forward		**0**		
		now accounted for in Church general a/c			
2021	**HOLY EVANGELISTS FLOWER FUND**		2022		
£			£		
25	1.1.22 Balance brought forward		**61**		
	plus receipts for the year:				
80	donations received	0			
44	cost of flowers & materials	0			
61	31.12.22 Balance carried forward		**61**		
2021	**ST. FRANCIS FLOWER FUND**		2022		
£			£		
204	1.1.22 Balance brought forward		**278**		
	Plus receipts for the year:				
675	Donations	778			
	less payments for the year:				
601	Flowers & materials	686			
278	31.12.22 Balance carried forward		**370**		

	Normacot Harvey Monies	payments	receipts		
14.10.21	CCLA Harvey Fund withdrawal		50,000.00	50,000.00	
7.10.21	A Milward - Porch damage repair	278.00		49,722.00	
	Clear guttering & rain gullies				
28.1.22	Halfern Ltd - Interior scaffolding &	2,520.00		47,202.00	
	removal of loose plaster				
3.2.22	Final liquidation of CCLA Harvey Fund		40,621.42	87,823.42	
10.2.22	Atlas Scaffolding - exterior scaffolding	957.60		86,865.82	
10.2.22	Atlas Scaffolding - ladder hire	36.00		86,829.82	
2.3.22	Atlas Scaffolding - ladder hire	72.00		86,757.82	
11.3.22	Atlas Scaffolding - ladder hire	36.00		86,721.82	
15.3.22	Atlas Scaffolding - ladder hire	72.00		86,649.82	
26.3.22	Atlas Scaffolding - ladder hire	72.00		86,577.82	
4.4.22	HE Taxi Fares (C & B Wood)	28.40		86,549.42	
4.5.22	Atlas Scaffolding - scaffold hire	205.20		86,344.22	
24.5.22	HE Taxi Fares (C & B Wood)	13.40		86,330.82	
10.6.22	Atlas Scaffolding - scaffold & ladder hire	199.20		86,131.62	
3.7.22	Atlas Scaffolding - scaffold hire	91.20		86,040.42	
2.8.22	Atlas Scaffolding - scaffold hire	114.00		85,926.42	
8.8.22	HE Taxi Fares (C & B Wood)	13.80		85,912.62	
29.8.22	HE Taxi Fares (C & B Wood)	13.70		85,898.92	
6.9.22	Atlas Scaffolding - scaffold hire	91.20		85,807.72	
6.10.22	Atlas Scaffolding - scaffold hire	114.00		85,693.72	
17.10.22	HE Taxi Fares (C & B Wood)	13.30		85,680.42	
10.12.22	HE Taxi Fares (C & B Wood)	13.40		85,667.02	
1.1.23	HE Taxi Fares (C & B Wood)	33.50		85,633.52	
	Total HE Repairs paid so far	4,858.40			
	Total HE Repairs 2022	4,580.40			
	Total HE Taxi Fares paid	129.50			

Independent Examiner's Report to the Trustees of St Francis Meir Heath & The Holy Evangelists Normacot

I report on the accounts of the church for the year ended 31st December 2022.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:-

Examine the accounts (under section 145 of the 2011 Act);

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commision. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements

   to keep accounting records in accordance with section 130 of the 2011 Act; and

   to prepare accounts which accord with the accounting records and comply with the Accounting records of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gillian Jackson
24 Draycott Old Road
Forsbrook
Stoke on Trent
ST11 9AL

20th February 2023

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACC

England & Wales - Charity number 1131470

Accounts

Receipts and Payments Accounts

Year ending 31st December 2021

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Charities SORP (FRS 102)

Approved by the PCC on 19th April 2022 and signed on their behalf by

.....(PCC Chairman)

DIOCESE OF LICHFIELD

The Church of England around Staffordshire, northern Shropshire and the Black Country

Parish of St. Francis Meir Heath & The Holy Evangellsts Normacot

Financial Statements for the Year Ended 31 December 2021

Receipts and Payments

		Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds 2021	Total Funds 2020
							*see note 9 for full comparatives
Receipts							
Donations and Legacies	2a	39,744		6,382		46,126	35,352
Charitable Activities	2b	5,646				5,646	3,670
Other Trading Activites	2c	9,550				9,550	7,760
Investments	2d	1,087				1,087	20
Other	2e	175		765		940	3,161
Capital Withdrawal from Investment		40,000	6,600	55,152		101,752	35,000
Total		96,202	6,600	62,299		165,101	84,963
Payments							
Raising Funds	3a	465				465	585
Charitable Activities	3b	91,012	6,600	7,492		105,104	94,094
Other	3c	207				207	2,750
Total		91,684	6,600	7,492		105,776	97,429
Net gain/(losses) on investment		-20,948		-44,414		-65,362	-15,277
Net Income/(Expenditure)		4,518		54,807		59,325	-12,466
Transfer between Funds		-15,397		15,397			
Net Movements in Funds		-31,827		25,790		-6,037	-27,743
Total Funds brought forward (1st Jan 2021)		173,170	0	87,451	0	260,621	288,364
Total Funds carried forward (31st Dec 2021)		141,343		113,241		254,584	260,621

Independent Examiner's Report to the Trustees of St Francis Meir Heath & The Holy Evangelists Normacot

I report on the accounts of the church for the year ended 31st December 2021.

Respective Responsibilities of Trustees and Examiner

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

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1. which gives me reasonable cause to believe that in any material respect the requirements

   to keep accounting records in accordance with section 130 of the 2011 Act; and

   to prepare accounts which accord with the accounting records and comply with the Accounting records of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gillian Jackson
24 Draycott Old Road
Forsbrook
Stoke on Trent
ST11 9AL

28th February 2022

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	Jan	2021		31	Dec	2021

Section A Reference and administration details

Charity name	**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACOT, STOKE-UPON-TRENT**
Other names charity is known by	MEIR HEATH & NORMACOT PCC
Registered charity number (if any)	1131470
Charity's principal address	Parish Office, St Francis's Church
	Sandon Road
	Stoke-on-Trent
	Postcode ST3 7LH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	The Revd Dr David McHardy	Vicar/Chairman		*Ex officio* by virtue of office
2	Mrs Dawn Roberts	Churchwarden/PCC Secretary		Elected by the Annual Parish Meeting
3	Mrs Wendy Huson	Churchwarden		Elected by the Annual Parish Meeting
4	Miss Lynn Gater	Churchwarden		Elected by the Annual Parish Meeting
5	Mrs Susan Goodwin			Elected by the Annual Parish Meeting
6	Mrs Julie Kent	Treasurer / Deanery Synod / Lay Reader		*Ex officio*, by virtue of licence
7	Mrs Valerie Lynch			Elected by the Annual Parish Meeting
8	Mrs Denise Parr			Elected by the Annual Parish Meeting
9	Mrs Yvonne Ryan	Social / Health & Safely		Elected by the Annual Parish Meeting
10	Mr Keith Wheeldon	Mission Committee		Elected by the Annual Parish Meeting
11	Mr Richard Whitmore			Elected by the Annual Parish Meeting

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Meir Heath & Normacot PCC is a corporate body established by the Church of England operating under the PCC (Powers) Measure 1956 as amended and Church Representation Rules.
How the charity is constituted (eg. trust, association, company)	Corporate Body
Trustee selection methods (eg. appointed by, elected by)	All PCC members are charity Trustees, the majority being elected by those on the Church's Electoral Role at an Annual Parochial Meeting held before the end of April each year. Others are members and Trustees by virtue of their position in the Parish or by election to the Lichfield Diocesan Synod.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Newly elected PCC members are introduced to their role as Trustees of a registered charity and members may attend Diocesan training events applicable to their roles. All issued with 'Trusteeship: An Introduction for PCC Members' published jointly by The Archbishops' Council and the Charity Commission. The Lichfield Diocesan Office offers high quality, professional advice to PCCs. During the pandemic, meetings were reduced in frequency and mainly held *via* Zoom.

Safeguarding training for the members of the PCC was completed according to the requirements of the Church of England and an appropriate register is maintained. No safeguarding issues were raised during the year

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The PCC's principal function is to promote in the ecclesiastical Parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical).
We try to enable people to live out their faith more effectively through the Diocese's Four Primary Purposes of:
□ Worship and Prayer
□ Evangelism and Outreach
□ Teaching and Nurture
□ Social Justice and Care

In doing so, we provide a benefit to the public by:
□ Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for our members and for anyone who wishes to benefit from what the Church offers: and
□ Promoting Christian values, and service by members of the Church in and to the community, to the benefit of individuals and society as a whole.

To facilitate this work it is important for us to keep the fabric of our parish buildings and the condition of the grounds in good order.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities, the PCC trustees have been aware of the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* and have had regard to it in the administration of the Charity.

Worship and Prayer

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community. We are fortunate to be able to enjoy a wide and flexible programme of liturgical worship, within the Catholic tradition. Including:

Sunday services

0800 Holy Communion (BCP) St Francis
0930 Parish Mass & Children's Church St Francis
1115 Parish Mass Holy Evangelists

Weekday services

Morning Office 09:00 Morning Prayer (Mon to Thurs) St Francis
Evening Office 17:00 Evening Prayer (Mon to Thurs) St Francis
Tuesday 09:30 Mass St Francis
Thursday 10:00 Mass Holy Evangelists
Thursday 19:30 Mass St Francis
Saturday 09:30 Mass St Francis (Advent & Lent only)

Other devotional acts of worship take place depending on the liturgical season e.g. Stations of the Cross during Lent. Owing to the ongoing Covid-19 pandemic, some of these activities were available online only, or via a mixed mode of online and in-person.

Weddings, Funerals and other rites were as arranged. Baptisms are held at 1200 noon on Saturdays or at any Sunday Mass. Confessions are heard by arrangement. All such activities were conducted in accordance with the Bishops' Guidelines and Government regulations.

Owing to the pandemic, worship activities at the School have been suspended.

Teaching and Nurture

Due to the Covid pandemic, it has not been possible to follow our usual course of educational programmes this year. Instead, although technical difficulties had to be overcome, use has been made of on-line courses, utilizing the Benefice's YouTube channel. An Advent course was presented in this way.

Evangelism and Community Outreach

The Beacon parish magazine – published monthly in-house and widely distributed across the parish community. The PCC decided that the magazine would be distributed by post, free of charge, to all who wished to receive a printed copy for the duration of the pandemic. Ach edition would be available electronically to those who prefer to receive it in that format. Local companies and individuals publish adverts in the magazine. Fr David has used the **Beacon** parish magazine, through a series of monthly articles, to help the community and congregation to meet the challenges of the present crisis, as well as by providing articles on appropriate Christian topics. Occasional articles on other topics are contributed by members of the parish. Regular reflections have been emailed throughout the congregations

and occasional talks have been provided on Facebook, despite technical challenges.

The parish website – previously kept up to date, has suffered from the resignation of the previous webmaster and a replacement format is currently being considered, as too much technical knowledge is required for the current format. ***A Church Near You***, maintained by the Church of England, is currently acting as a temporary replacement. Plans have been commenced with a view to replacing our current website with a more user-friendly version, permitting regular updating.

Holy Evangelists Church has suspended all social events due to the Pandemic, as of March. Worship was suspended for a period, on the Bishop's instructions, owing to the pandemic, but has been resumed, with necessary social distancing guidelines being complied with.

Social Justice and Care

We continue to support the work of **The Children's Society** and **World Vision.** We actively promote the work of **Christian Solidarity Worldwide**, as well as that of **Christian Aid.**

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

St Clare's Church Centre continues to be run as a venue for a range of classes and groups. The primary group to hire the hall is a dance group, which runs classes for both adults and children.

The facility is run by the PCC, with minimal involvement from the vicar. Day-to-day running of the Centre is dealt with by the Administrator. We have successfully obtained a series of relatively small grants from the local authority for the refurbishment and enhancement of the facility. This has permitted the PCC to continue to make the facility available for hire to community groups and, owing to the reduction of council services, makes a welcome contribution to the social life of the area.

Section D Achievements and performance

Summary of the main achievements of the charity during the year

We have continued to live out the Christian Faith in this part of our local community and have remained supportive of our many ventures. The pandemic has, alas, had a major impact on our attendance and activities and has both continuing financial impact and pastoral implications. Numbers are slowly starting to return to pre-pandemic levels of attendance. Thus, although our activities have been somewhat curtailed, we continue to survive and witness in this part of our city and county.

Section E Financial review

Brief statement of the charity's policy on reserves	We have no cash reserves at present. Our previous investment account with HSBC has been wound up and the assets transferred to CCLA. This has successfully generated extra money for our reserves. It is the PCC's policy to closely monitor the performance of these investments. At Normacot, we received a substantial legacy, which has been invested with CCLA and continues to provide growth. However, owing to the terms of the legacy, these funds are restricted.
Details of any funds materially in deficit	None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Aside from giving, our primary sources of income are from the letting of our premises and from the investment funds. Expenditure has been directed to the support of the charity's aims, including the maintenance of buildings, the support of worship and the employment of a Benefice Administrator on a part-time basis.

A very generous legacy (£70 000) was left to the Benefice to be spent at the discretion of the Vicar for the spiritual benefit of parishioners at Normacot. So far, this has been used to cover transport costs to enable those at a distance to continue to attend church services there.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	David McHardy	
Full name(s)	David William McHardy	
Position (eg Secretary, Chair, etc)	Vicar & Chairman of the PCC	
Date	6th October 2022	

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACC

England & Wales - Charity number 1131470

Accounts

Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month Jan	Year 2020		Day 31	Month Dec	Year 2020

Section A Reference and administration details

Charity name	**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF MEIR HEATH & NORMACOT, STOKE-UPON-TRENT**
Other names charity is known by	MEIR HEATH & NORMACOT PCC
Registered charity number (if any)	1131470
Charity's principal address	Parish Office, St Francis's Church
	Sandon Road
	Stoke-on-Trent
	Postcode ST3 7LH

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	The Revd Dr David McHardy	Vicar/Chairman		*Ex officio* by virtue of office
2	Mrs Zoe Brannan	Churchwarden		Elected by the Annual Parish Meeting
3	Mrs Dawn Roberts	Churchwarden/PCC Secretary		Elected by the Annual Parish Meeting
4	Mrs Wendy Huson	Churchwarden		Elected by the Annual Parish Meeting
5	Mr Michael Deaville			Elected by the Annual Parish Meeting
6	Mrs Susan Derbyshire			Elected by the Annual Parish Meeting
7	Miss Lynn Gater			Elected by the Annual Parish Meeting
	Mrs Susan Goodwin			Elected by the Annual Parish Meeting
8	Mrs Julie Kent	Treasurer / Deanery Synod / Lay Reader		*Ex officio,* by virtue of licence
	Mrs Valerie Lynch			Elected by the Annual Parish Meeting
9	Mrs Linda Nadin			Elected by the Annual Parish Meeting
10	Mrs Denise Parr			Elected by the Annual Parish Meeting

13	Mrs Yvonne Ryan	Social / Health & Safely		Elected by the Annual Parish Meeting
14	Mr Keith Wheeldon	Mission Committee		Elected by the Annual Parish Meeting
15	Mr Richard Whitmore			Elected by the Annual Parish Meeting – from April only

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Meir Heath & Normacot PCC is a corporate body established by the Church of England operating under the PCC (Powers) Measure 1956 as amended and Church Representation Rules.
How the charity is constituted (eg. trust, association, company)	Corporate Body
Trustee selection methods (eg. appointed by, elected by)	All PCC members are charity Trustees, the majority being elected by those on the Church's Electoral Role at an Annual Parochial Meeting held before the end of April each year. Others are members and Trustees by virtue of their position in the Parish or by election to the Lichfield Diocesan Synod.

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Newly elected PCC members are introduced to their role as Trustees of a registered charity and members may attend Diocesan training events applicable to their roles. All issued with 'Trusteeship: An Introduction for PCC Members' published jointly by The Archbishops' Council and the Charity Commission. The Lichfield Diocesan Office offers high quality, professional advice to PCCs. During the pandemic, meetings were reduced in frequency and mainly held *via* Zoom.

Safeguarding training for the members of the PCC was completed according to the requirements of the Church of England and an appropriate register is maintained. No safeguarding issues were raised during the year

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The PCC's principal function is to promote in the ecclesiastical Parish the whole mission of the Church (pastoral, evangelistic, social and ecumenical).
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- Teaching and Nurture
- Social Justice and Care

In doing so, we provide a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for our members and for anyone who wishes to benefit from what the Church offers: and
- Promoting Christian values, and service by members of the Church in and to the community, to the benefit of individuals and society as a whole.

To facilitate this work it is important for us to keep the fabric of our parish buildings and the condition of the grounds in good order.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

In planning our activities, the PCC trustees have been aware of the Charity Commission's guidance on public benefit in *The Advancement of Religion for the Public Benefit* and have had regard to it in the administration of the Charity.

Worship and Prayer

The PCC is committed to enabling as many people as possible to worship in our churches and to become part of our parish community. We are fortunate to be able to enjoy a wide and flexible programme of liturgical worship, within the Catholic tradition. Including:

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Monday 09:30 Mass St Francis
Tuesday 09:30 Mass St Francis
Wednesday 09:30 Mass St Francis
Thursday 10:00 Mass Holy Evangelists
Thursday 19:30 Mass St Francis
Saturday 09:30 Mass St Francis (Advent & Lent only)

Other devotional acts of worship take place depending on the liturgical season e.g. Stations of the Cross during Lent.

Weddings, Funerals and other rites were as arranged. Baptisms are held at 1200 noon on Saturdays or at any Sunday Mass.
Confessions are heard by arrangement.
'Healing Services' have been held at St Francis's and these, which follow a variety of formats, are well attended.
There are additional liturgical acts of worship at the Church School, generally on a half termly basis, by invitation of the Head of School.

However, all these activities were greatly curtailed by the pandemic, particularly by the Archbishop's order to close the churches. We were able to slowly restore these dependant on Government regulations at the time.

Teaching and Nurture

Due to the Covid pandemic, it has not been possible to follow our usual course of educational programmes this year. Instead, although technical difficulties had to be overcome, use has been made of on-line courses, utilizing the Benefice's new YouTube channel. A course on the Old Testament was presented in this way.

Evangelism and Community Outreach

The Beacon parish magazine – published monthly in-house and widely distributed across the parish community. The PCC decided that the magazine would be distributed by post, free of charge, to all who wished to receive a printed copy for the duration of the pandemic. Ach edition would be available electronically to those who prefer to receive it in that format. Local companies and individuals publish adverts in the magazine. Fr David has used the **Beacon** parish magazine, through a series of monthly articles, to help the community and congregation to meet the challenges of the present crisis, as well

as by providing articles on appropriate Christian topics. Occasional articles on other topics are contributed by members of the parish. Regular reflections have been emailed throughout the congregations and occasional talks have been provided on Facebook, despite technical challenges.

The 'Fresh Expressions' monthly service, *'Sunday Praise at Six'*, on the first Sunday of each month has been suspended for the foreseeable future, owing to the pandemic.

The parish website – previously kept up to date, has suffered from the resignation of the previous webmaster and a replacement format is currently being considered, as too much technical knowledge is required for the current format. ***A Church Near You***, maintained by the Church of England, is currently acting as a temporary replacement.

St Matthew's CE Academy, Rough Close – Owing to restrictions due to pandemic regulations, no work was able to take place at the school after March.

Holy Evangelists Church has suspended all social events due to the Pandemic, as of March. Worship was suspended for a period, on the Bishop's instructions, owing to the pandemic.

Open for Elevenses at Holy Evangelists every Thursday after worship, was suspended indefinitely owing to pandemic restrictions.

Social Justice and Care

For much of the year, it has proven to be impossible to engage with the community on a face-to-face basis, owing to the Covid 19 regulations. However, We continue to support the work of **The Children's Society** and **World Vision.** We actively promote the work of **Christian Solidarity Worldwide**, as well as that of **Christian Aid.**

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

St Clare's Church Centre continues to be run as a venue for a range of classes and groups. The primary group to hire the hall is a dance group, which runs classes for both adults and children. There is also a weekly Parent and Toddler group and each week an **Aikido** martial arts group uses the Centre for training. Once per month Evening Prayer was offered in the church, with a small but regular group attending. Owing to pandemic regulations, ass activities ceased for much of the year.

The facility is run by a small sub-group of the PCC, with minimal involvement from the vicar. We have successfully obtained a series of relatively small grants from the local authority for the refurbishment and enhancement of the facility. This has permitted the PCC to continue to make the facility available for hire to community groups and, owing to the reduction of council services, makes a significant contribution to the social life of the area. The pandemic, however, has caused virtually all activity here to cease from March.

Section D Achievements and performance

Section D Achievements and performance

Summary of the main achievements of the charity during the year

We have continued to live out the Christian Faith in this part of our local community and have remained supportive of our many ventures. The pandemic has, alas, had a major impact on our attendance and activities and wiil, no doubt, have continuing financial impact. However, we continue to survive and witness in this part of our city and county.

Section E Financial review

Brief statement of the charity's policy on reserves	We have no cash reserves at present. Our previous investment account with HSBC has been wound up and the assets transferred to CCLA. This has successfully generated extra money for our reserves. It is the PCC's policy to closely monitor the performance of these investments. At Normacot, we received a substantial legacy, which has been invested with CCLA and continues to provide growth. However, owing to the terms of the legacy, these funds are restricted.
Details of any funds materially in deficit	None.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about: • the charity's principal sources of funds (including any fundraising); • how expenditure has supported the key objectives of the charity; • investment policy and objectives including any ethical investment policy adopted.	Aside from giving, our primary sources of income are from the letting of our premises and from the investment funds. Expenditure has been directed to the support of the charity's aims, including the maintenance of buildings, the support of worship and the employment of a Benefice Administrator on a part-time basis. A very generous legacy (£70 000) was left to the Benefice to be spent at the discretion of the Vicar for the spiritual benefit of parishioners at Normacot. So far, this has been used to cover transport costs to enable those at a distance to continue to attend church services there.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	David McHardy	
Full name(s)	David William McHardy	
Position (eg Secretary, Chair, etc)	Vicar & Chairman of the PCC	
Date	27/10/2021	

Parish of St. Francis Meir Heath & The Holy Evangelists Normacot

Financial Statements for the Year Ended 31 December 2020

Receipts and Payments

		Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds 2020	Total Funds 2019
							see note 9 for full comparatives
Receipts							
Donations and Legacies	**2a**	34,412		940		35,352	75,593
Charitable Activities	**2b**	3,670				3,670	9,409
Other Trading Activites	**2c**	7,760				7,760	14,480
Investments	**2d**	20				20	21
Other	**2e**	3,161				3,161	3,978
Capital Withdrawal from Investment		35,000				35,000	42,500
Total		84,023	0	940	0	84,963	145,981
Payments							
Raising Funds	**3a**	585				585	1,041
Charitable Activities	**3b**	88,449		5,645		94,094	112,538
Other	**3c**	100	2,650			2,750	2,420
Total		89,134	2,650	5,645	0	97,429	115,999
Net gain/(losses) on investment		-22,031		6,754		-15,277	3,119
Net Income/(Expenditure)		-5,111	-2,650	-4,705		-12,466	29,982
Transfer between Funds							-42
Net Movements in Funds		-27,142	-2,650	2,049		-27,743	33,059
Total Funds brought forward (1st Jan 2020)		200,312	2,650	85,402	0	288,364	255,305
Total Funds carried forward (31st Dec 2020)		**173,170**	**0**	**87,451**	**0**	**260,621**	288,364

Independent Examiner's Report to the Trustees of St Francis Meir Heath & The Holy Evangelists Normacot

I report on the accounts of the church for the year ended 31st December 2020.

Respective Responsibilities of Trustees and Examiner

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

It is my responsibility to:-

Examine the accounts (under section 145 of the 2011 Act);

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commision. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items of disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

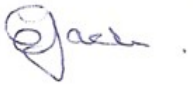
1. which gives me reasonable cause to believe that in any material respect the requirements

   to keep accounting records in accordance with section 130 of the 2011 Act; and

   to prepare accounts which accord with the accounting records and comply with the Accounting records of the 2011 Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Gillian Jackson
24 Draycott Old Road
Forsbrook
Stoke on Trent
ST11 9AL



10th February 2021