



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	Month Jan	Year 2024		Day 31	Month Dec	Year 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		<i>Ex officio</i> 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		<i>Ex officio</i> , 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)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

How the charity is constituted  
(eg. trust, association, company)

Trustee selection methods  
(eg. appointed by, elected by)

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.

Corporate Body

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.

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.

### 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)

#### 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, 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

**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

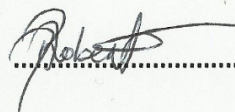
# Receipts and Payments Accounts

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)



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	Endowments Funds	Total Funds 2024	Total Funds 2023
Receipts							*see note 9 for full comparatives
Donations and Legacies	2a	38,282	750	528		39,560	36,999
Charitable Activities	2b	7,020		363		7,383	5,849
Other Trading Activities	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

Statement of Assets and Liabilities

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

Parish Funds		2024	2023
Unrestricted Funds			
	General	60,611	85,024
	Designated		
Restricted Funds		100,059	101,781
Endowment 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.

#### **Description 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	Endowment 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	Endowment Funds	Total Funds 2024	Total Funds 2023
<b>Other Trading Activites</b>							
<b>2c</b>							
<i>Activities for Generating Fund</i>							
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
<b>Investments</b>							
<b>2d</b>							
10	Investment Income						
10	Bank Interest	49		1,950		1,999	1,585
		49		1950		1,999	1,585
<b>Other</b>							
<b>2e</b>							
	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
<b>Total</b>		<b>95,367</b>	<b>750</b>	<b>5511</b>		<b>101,628</b>	<b>89,846</b>

Finance Form  
Box Number

Finance Form Box Number	EXPENDITURE ON:		3	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment 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

	2024	2023
4(a) Staff Costs		
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
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The Parish leases a photocopier from CF Corp. Finance at a cost of £1,824 during 2024

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			

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

Amounts falling due in one year

Amounts Received in Advance  
Deferred Parish Share  
Other Creditors

2024	2023
0	0

7 Analysis of Net Assets

	General Unrestricted Funds	Designated Funds	Restricted Funds	Endowment 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 Reconciliation

	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
Endowment 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

### Receipts

Donations & Legacies  
Charitable activities  
Other Trading Activities  
Investments  
Other  
Capital Withdrawal from  
Investment

**Total**

Unrestricted Funds	Designated Funds	Restricted Funds	Endownments Funds	Total Funds
36,999	0	0	0	36,999
5,849	0	0	0	5,849
16,943	0	0	0	16,943
24	0	1,561	0	1,585
1,580	0	890	0	2,470
26,000	0	0	0	26,000
<b>87,395</b>	<b>0</b>	<b>2,451</b>	<b>0</b>	<b>89,846</b>

### Payments

Raising funds  
Charitable activities  
Other  
Total

1,385	0	0	0	1,385
90,512	0	26,173	0	116,685
0	0	854	0	854
<b>91,897</b>	<b>0</b>	<b>27,027</b>	<b>0</b>	<b>118,924</b>

Net gain/(losses) on  
investment

-14,219	0	0	0	-14,219
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Net Income/(Expenditure)

-4,502	0	-24,576	0	-29,078
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Transfer between Funds

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**Net Movements in Funds**

-18,721	0	-24,576		-43,297
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**Total Funds brought forward  
(1st Jan)**

<b>103,745</b>	<b>0</b>	<b>126,357</b>	<b>0</b>	<b>230,102</b>
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**Total Funds c/f (31st Dec)**

<b>85,024</b>	<b>0</b>	<b>101,781</b>	<b>0</b>	<b>186,805</b>
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	THE BENEFICE OF ST. FRANCIS MEIR HEATH & THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2024				
	<b>GENERAL FUND</b>				
		<b>ST.C.</b>	<b>St.F.</b>	<b>HE</b>	<b>TOTAL</b>
2,023	RECEIPTS	2,024	2,024	2,024	2,024
£		£	£	£	£
	UNRESTRICTED				
18,281	<b>Gift Aid</b>		15,917	1,281	17,198
	<b>Sundry Gift-aided donations</b>				275
6,404	<b>Income Tax Recovered</b>				7,532
4,747	<b>Other Planned Giving</b>		3,208	1,820	5,028
3,085	<b>Loose Plate</b>		2,343		2,343
	<b>Sundry Donations:</b>				
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
	<b>Grants &amp; Legacies:</b>		750		750
	<b>Fund Raising:</b>				
755	Parish '100' Club subscriptions				786
10	Collection Bottle				
102	St.F. Events proceeds				
457	Sundry fund-raising, raffles etc				1,502
	<b>Charitable &amp; Ancillary Trading:</b>				
478	Parish Magazine Subs and sales		378	102	480
212	Parish Magazine adverts income				216
	Card sales				10
35	Coronation Prayer book				
	<b>Fees paid to the PCC:</b>				
14,394	Room hire and rental	11,982	3,385		15,367
2,748	Occasional Offices				1,952
	<b>Insurance claims &amp; other Income:</b>				
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				
		<b>ST.C.</b>	<b>St.F.</b>	<b>HE</b>	<b>TOTAL</b>
2,023		2,024	2,024	2,024	2,024
£		£	£	£	£
	DESIGNATED/RESTRICTED				
	<b>Other:</b>				
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
<b>85,487</b>	<b>TOTAL RECEIPTS</b>				<b>91,212</b>
	THE BENEFICE OF ST. FRANCIS MEIR HEATH & THE HOLY EVANGELISTS NORMACOT				
	YEAR ENDING 31st DECEMBER 2024				
	<b>GENERAL FUND</b>				
	PAYMENTS	<b>ST.C.</b>	<b>St.F.</b>	<b>HE</b>	<b>TOTAL</b>
2,023		2,024	2,024	2,024	2,024
£		£	£	£	£
	<b>Grants &amp; Mission:</b>				
123	World Vision				169
5	Poor Clergy Relief				5
45,192	<b>Common Fund</b>				46,096
1,020	<b>Clergy Expenses</b>				656
	<b>Upkeep of Church:</b>				
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				
	<b>Upkeep of Services:</b>				
1,349	Altar Requisites		679		679
98	Ordo's				82
127	Church music				204

35	Service requisites				
		<b>ST.C.</b>	<b>St.F.</b>	<b>HE</b>	<b>TOTAL</b>
2,023		2,024	2,024	2,024	2,024
£		£	£	£	£
	<b>Event Expenses:</b>				
1,202	Parish Trips/Events expenses				
301	Refreshments expenses				95
	<b>Mission &amp; Evangelism</b>				
	Posters		60		60
	<b>Major Works &amp; One-offs</b>				
1,380	Building repairs				
32	St.F. Kitchen Toaster				
	<b>Salaries &amp; Support Costs:</b>				
11,481	Administrator				9,832
2,088	Organist		2,422		2,422
2,188	Cleaner	838	1,749		2,587
	<b>Fund Raising Costs:</b>				
98	Church Giving Envelopes				73
220	Parish '100' Club prize money				275
20	Staffs BC Lottery Licence				20
	<b>Church Admin:</b>				
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
	<b>Restricted:</b>				
	Trees		627		627
<b>90,738</b>	<b>TOTAL PAYMENTS</b>				<b>89,360</b>
	01.01.24 Balances b/f				
	General Account	841			
	Petty Cash	298	<b>1,139</b>		
	plus receipts for the year	91,212			
	sub-total		92,351		
	less payments for the year	89,360			

[illegible]

[illegible]

[illegible]



	less funds withdrawn:				
26,000	Common Fund instalment 502.8640 shares @ £63.6355p	32,000			
<b>81,610</b>	31.12.24 Portfolio valuation 863.8207 shares @ £62.7622		<b>54,215</b>		
12.29%	increase/decrease in valuation	5.64%	4,605		
2,023	<b>HOLY EVANGELISTS FLOWER FUND</b>		2,024		
£			£		
<b>61</b>	1.1.24 Balance brought forward		<b>0</b>		
	plus receipts for the year:				
0	donations received				
	less payments for the year:				
61	balance transferred to St. F. Flower fund				
<b>0</b>	31.12.24 Balance carried forward				
2,023	<b>ST. FRANCIS FLOWER FUND</b>		2,024		
£			£		
<b>370</b>	1.1.24 Balance brought forward		<b>240</b>		
	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			
<b>240</b>	31.12.24 Balance carried forward		<b>213</b>		
	<b>Normacot Harvey Monies</b>				
	b/f		<b>68,362</b>		
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		
<b>68,362</b>	31.12.24 c/f			<b>68053</b>	
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 Commission. 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 or 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:

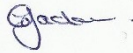
1. which gives me reasonable cause to believe that in any material respect the requirements

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 2<sup>nd</sup> 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