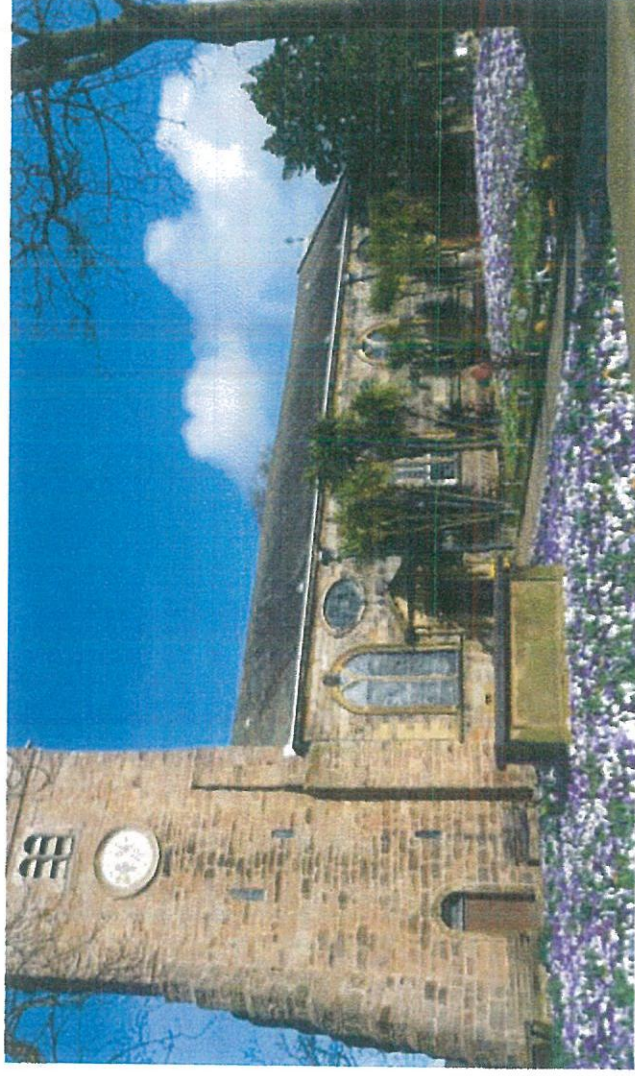


*Parochial Church Council of Poulton-le-Fylde  
St. Chad.*

**ANNUAL REPORT AND ACCOUNTS**

**2020**



**Vestry Meeting - 7.30 pm  
APCM - 7.45 pm  
TUESDAY 25<sup>th</sup> MAY 2021**

**In St. Chad's Church**

**Please bring this with you to the Annual Parochial  
Church Meeting**

**The Parochial Church Council of the Ecclesiastical Parish of St. Chad,  
Poulton-le-Fylde                      Registered Charity No: 1131531**



## Parochial Church Council of Poulton-le-Fylde (St Chad)

### ANNUAL REPORT FOR 2020

#### Administrative Information

The Parish is part of the Diocese of Blackburn within the Church of England. The Parochial Church Council (PCC) is a registered charity, number 1131531 and the official title is "The Parochial Church Council of the Ecclesiastical Parish of St Chad, Poulton-le-Fylde".  
The Parish is a United Benefice with St Anne's, Singleton.

#### Places of Worship

St. Chad's Church, Market Place, Poulton-le-Fylde  
St. Martin's and St. Hilda's Church, Fleetwood Road, Carleton

**Address for Correspondence** - Rev. Canon M. Keighley, The Vicarage, Vicarage Road, Poulton-le-Fylde, FY6 7BE

#### The Parochial Church Council – Membership

PCC members who have served from 1 January 2019 until the date this report was approved are:-

Incumbent	The Rev. Canon Martin Keighley (Chairman), who is responsible for the day-to-day running of the parish.
Asst. Curate	The Rev. Lois Ward (June 2019)
Hon. Asst. Priest	The Rev. Ian Files

#### Readers

Mr Phil Deegan

#### Churchwardens

Miss Lynne Brackpool  
Mrs. Joan Swan

#### Deputy

Mrs Susan Hanson-Scobie

#### Churchwardens

Mr Richard Underwood

#### Representatives on Deanery Synod

Miss Lynne Brackpool  
Mrs. Dorothy Griffith  
Ms Lindsay Mason  
Ms Penny Waters

#### Elected and Co-opted Members (2019)

Mrs Karen Bradley, Mrs Susan Brownbridge, Mrs Laura Foley, Mrs Dorothy Griffith,  
Mrs Elizabeth Harrison, Mr John Hodgson, Mrs Susan Hanson-Scobie,  
Mr Leslie Kay, Mrs Mary Kay, Ms Lindsay Mason, Mrs Jeanette Norman,  
Mr Tony Raymer, Miss Anne Smith, Mr Gerald Schofield, Mrs Sheila Todman,  
Mr Richard Underwood, Ms Penny Waters, Mr Andrew Brownbridge.

#### Elected and Cop-opted Members (2020)

Mrs Karen Bradley, Mrs Susan Brownbridge, Mrs Laura Foley, Mrs Dorothy Griffith,  
Miss Geraldene Greenhalgh, Mrs Elizabeth Harrison, Mrs Susan Hanson-Scobie,  
Mrs Sarah Keighley, Ms Lindsay Mason, Mrs Jeanette Norman,  
Mr Tony Raymer, Mrs Barbara Schofield, Mr Richard Underwood,  
Ms Penny Waters. Mr Andrew Brownbridge, Mr John Fisher.

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC has a number of committees which meet as necessary and report to the PCC regularly.

**Finance and Standing Committee:** Oversees financial affairs and advises the Vicar and PCC. Prepares the PCC agendas and takes necessary decisions between PCC meetings.

**Fabric:** Oversees the care and maintenance of the parish church, with the advice of the Architect when required.

**Outreach and Worship:** Helps to plan the implementation of the wider mission of the Church.

Makes recommendations about the liturgy and organisation of services.

**Resources:** Concerned with all aspects of Stewardship.

**Flöthe:** To foster our link with the parish of Flöthe in Braunschweig, Germany.

There is a **Representative on Poulton and Carleton Churches Together** to act for the Church on the local Ecumenical Committee and report on ecumenical events.

There is a **Parish Safeguarding Officer** (Miss Lynne Brackpool ) who oversees the implementation of the Parish Policy on work with children and young people, reporting regularly to the PCC and bringing matters to the PCC for their approval. The Policy is reviewed regularly. Miss Brackpool also fulfils the role of **Vulnerable Adults Officer**.

**A Health and Safety Officer** (Mr Tony Raymer) who oversees the implementation of the Health and Safety Policy and reports Health and Safety Matters to the PCC.

The PCC has 2 representatives on the Poulton Partnership who report back on work in hand and events planned for the benefit of the community.

## **Objectives and activities**

### ***Mission Statement***

In the years that lie before us, we, the people of God in the parish of St. Chad, Poulton-le-Fylde, will seek to:-

Place worship and prayer at the heart of our life together as an expression of our love of God in Christ Jesus  
Grow in Christian love one for another  
Grow in the love and knowledge of Christ as he is revealed in the Gospels  
Through outreach and pastoral care carry the love and knowledge of the Christ revealed in the Gospels into our wider community.

### ***Public Benefit Statement***

The PCC is aware of the Charity Commission's guidance on public benefit in the 'The Advancement of Religion for the Public Benefit' and have regard to it in their administration of the parish. The PCC believes that, by fulfilling its responsibility to work together with the incumbent and to co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social and ecumenical, it provides benefit to the public by:

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



## ***Achievements and performance***

**Number on the Electoral Roll - 276 (as at October 2020)**

**Regular Weekly Attendance - Not recorded due to pandemic**

### **Review of the year**

<b>Statistics for occasional offices</b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>
Funerals in Church*	39	39	27
Funerals at Crematorium or Cemetery	67	50	80
Weddings and Blessings	17	9	5
(1 Thanksgiving after Civil Marriage)			
Baptisms*	73	66	11
*St Chad's and St Hilda's together			

The past year 2020 has, of course, been a very different year for everyone and this applies also to the Church, the Clergy and parishioners of St. Chad's and St. Hilda's.

At the beginning of the year there was first the closure of the Church for relighting and redecoration from January through to March, which was successfully completed on time and to a high standard. Thanks are due to VPCC and St. Chad's Tennis Club for allowing use of their facilities for public worship during that period.

The second closure of the Church due to the pandemic, from March to June, was particularly hard on everyone. Church was opened for private prayer in June and for public worship from July 5<sup>th</sup> and then a further lockdown occurred in November. The Christmas programme was severely curtailed with no school services, an on-line Crib Service on Christmas Eve and much reduced attendance on other occasions.

There has, of course, been a severe impact on finances with reduced collections and fee income. The PCC records its thanks for the continued support of those in our Stewardship scheme, which ensured stewardship income was not adversely affected.

2020 saw the introduction of a revised Parish Share assessment, with money from the National Church going directly to poorer parishes. This led to a 10% increase in our assessment which is likely to be repeated in 2021 and 2022.

The above factors, along with our continued support for St. Nicholas', Fleetwood, has led to a substantial deficit in our General Account, which the PCC must seek to address going forward.

Social events, study groups, PCC Meetings, Mothers' Union Meetings and other gatherings have been severely limited in 2020 because of the pandemic and the Church closure. Two PCC meetings took place, along with the Annual Parochial Church Meeting, deferred to October. The Standing Committee oversaw matters in between.

An initial response to lockdown involved circulation of information about TV, radio and online worship from the Diocese; with the assistance of Revd Lois Ward we have expanded our Facebook presence and refreshed our website information. Through lockdown the clergy made regular Facebook posts and provision was developed for our own weekly Zoom Service and a Zoom Study Course in November. A weekly newsletter was also delivered to parishioners from St. Hilda's, Carleton.

Our work with Young People was severely affected. After lockdown in March the Confirmation Service was postponed; Little Gang, Junior Church and Youth Club have not resumed. All Age Worship took place January-March and resumed on the first Sunday of the month of September at St. Chad's. At St. Hilda's it was not possible for the regular Messy Church sessions to continue. .

The clergy have been unable to visit schools in person to lead collective worship, but have provided a weekly filmed resource which has been used in schools and sent out to those home schooling.

## **Personnel**

Our Vicar, Revd. Martin Keighley continues to undertake a substantial workload, however, this has been curtailed due to the pandemic, with the number of Weddings severely affected. We welcomed Revd. Lois Ward as Deacon in June 2019 and she was eventually Ordained Priest in September 2020 at Whalley Parish Church, with reduced attendance due to the pandemic

## **Buildings**

St Chad's Church is a grade 2\* listed building most of which dates from a reconstruction which took place in 1751. It forms the centrepiece of Poulton-le-Fylde and is much admired by our many visitors, particularly during February or March when there is a magnificent display of crocus in the Churchyard.

Plans put in place in 2019, to redecorate the interior of the church, together with the installation of new lighting to enhance the building, came to fruition in 2020, with all work completed and delivered on time. Wyre Borough Council began repairs to the Churchyard wall, for which they have responsibility, in March 2020 but the pandemic and discussions about the extent of work required led to delay. Although the way forward has been agreed and a faculty obtained, the work remains unfinished and work is unlikely to resume until spring 2021.

The Church building at Carleton is owned by the Roman Catholic Church and the hall is jointly owned. Both are administered by a Joint Council drawn from St Hilda's and St Martin's congregations. Running costs are shared between the two churches, and both the Church and Hall are maintained in good order.

St Chad's Church Hall on Vicarage Road dating from 1925, now leased to the Vicarage Park Community Centre and is fully operational; used by the Church for Junior Church on Sunday morning and Little Gang, which meets each Friday morning during term time.

The land adjoining the Church Hall which is owned by the PCC is let to St Chad's Tennis Club on a short term non-renewable lease.

The clergy house at Roylen Avenue in Carleton is rented by the Diocese and is now occupied by our Curate, Revd. Lois Ward.

## **Future Plans**

The service pattern of 10.00 am Parish Communion at St Chad's and monthly non-Eucharistic services (All Age Worship) at both Churches are well received and new faces regularly seen, especially young families. The occasional social group and the Facebook page have also proved excellent initiatives and continue to be updated.

The Diocese launched Vision 2026 - "Healthy Churches transforming Communities", the overall objective is to extend outreach to those who presently do not come to Church. At a Parish level we have a particular need to encourage lay people to become Church Officers and take on responsibilities for the running of our Churches.

## **FINANCIAL MATTERS**

### **Bankers**

Nat West Bank, Cleveleys branch.  
CCLA Investment Management Ltd (The CBF Church of England Funds)

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). At this time many Parishes are struggling to make ends meet, we remain in a reasonable financial position and have a very great deal to be thankful for. The final accounts showed our total income £18,371 less than budget, due mainly to decreases in collections and gross fees. On the expenditure side, total expenditure was £11,531 under budget.

The overall result for the year was a deficit against budget of £6,840.00.

### **Reserves Policy**

It is considered prudent to maintain a general unrestricted reserve in the region of £50,000 representing running costs for around 3 months. We currently remain in excess of this figure, although use of general funds for the work on the Church has been necessary.

A separate Legacy fund, (balance £207,798 at the year end), is maintained as an unrestricted fund, and receives any unrestricted legacies that come in, unless other specific instructions are given by the donor. It is used to fund specific items rather than general expenditure.

Fabric Fund (£40,305 excluding investments) may only be used for the repair and maintenance of the Church Building or its contents. There is also a Fabric designated Account (£2,860). The relighting and redecoration has been completed. Hall Redevelopment Fund, (£10,758). These funds may only be applied for Church Hall Purposes - the hall now being leased to the VPCC. We remain responsible for insuring the building.

Carleton Fund (Total £160,392 comprising fixed assets £150,000 [house] and Deposit Account £10,392) may only be spent on items pertaining to the Carleton Church Community worshipping at the shared Church of St Hilda's and St Martin's. It has been drawn on in the past and matched with a similar amount from the Roman Catholic Church for the construction of the new hall at St Hilda's and St Martin's.

**Monies** are being used from our reserves and this stands currently at £30,000 – just to meet our monthly commitments we are approximately in deficit of £5,500 each month.

### **Risk Management**

It is generally considered that those risks to which the PCC are exposed and which would impact on either the satisfactory running of the Church or its financial position are well managed. Financial controls are in place with a budget set each year and regular reporting procedures, and a professional independent examination of the accounts for the year ending 31<sup>st</sup> December 2020. Reputational risks are difficult to foresee, and would need to be dealt with if they arise, but with the support of the Diocese. Statutory and legal requirements have been met to the best of our ability, but need to be kept under review.

## Responsibility of the Trustees

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed by order of the members

Chairman      *Martin Keighley*      Vicar      27.4.21

*L. Brackpool*      Churchwarden      28/04/21

# PAROCHIAL CHURCH COUNCIL OF POULTON-LE-FYLDE, ST CHAD

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31 December 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
<b>INCOME &amp; ENDOWMENTS FROM</b>							
Donations and Legacies	2(a)	99,467	24,892	124,359	175,336	4,586	179,922
Charitable Activities	2(b)	15,757	1,047	16,804	21,888	1,355	23,243
Other trading activities	2(c)	554	-	554	905	-	905
Investments	2(d)	3,266	522	3,789	4,919	1,679	6,598
Other	2(e)	60	394	454	319	0	319
<b>TOTAL</b>		<b>119,104</b>	<b>26,855</b>	<b>145,960</b>	<b>203,367</b>	<b>7,620</b>	<b>210,987</b>
<b>EXPENDITURE ON</b>							
Raising Funds		-	-	-	287	-	287
Charitable Activities	3(a)	171,843	166,841	338,684	168,397	21,719	190,116
<b>TOTAL EXPENDITURE</b>		<b>171,843</b>	<b>166,841</b>	<b>338,684</b>	<b>168,684</b>	<b>21,719</b>	<b>190,403</b>
Gains/(losses) on revaluation of investment assets		-	522	522	-	1,556	1,556
<b>NET INCOME/(EXPENDITURE)</b>		<b>(52,739)</b>	<b>(139,464)</b>	<b>(192,202)</b>	<b>34,683</b>	<b>(12,543)</b>	<b>22,140</b>
<b>TRANSFERS BETWEEN FUNDS</b>		<b>(49,942)</b>	<b>49,942</b>	<b>-</b>	<b>(70,042)</b>	<b>70,042</b>	<b>-</b>
Gains/(losses) on revaluation of fixed assets		-	-	-	-	1,555	1,555
<b>NET MOVEMENT IN FUNDS</b>		<b>(102,681)</b>	<b>(89,522)</b>	<b>(192,202)</b>	<b>(35,359)</b>	<b>57,499</b>	<b>23,695</b>
<b>Reconciliation of Funds</b>							
Total Funds Brought Forward		1,072,472	455,912	1,528,384	1,107,831	398,413	1,506,244
Error from 2019		100	0	100	0	0	0
Account adjustment		40	0	40	0	0	0
<b>Total funds Carried Forward</b>		<b>969,931</b>	<b>366,390</b>	<b>1,336,322</b>	<b>1,072,472</b>	<b>455,912</b>	<b>1,528,384</b>

No Endowment funds are held



# **PAROCHIAL CHURCH COUNCIL OF POULTON-LE-FYLDE, ST CHAD**

**BALANCE SHEET AS AT 31 DECEMBER 2020**

	Note	2020 £	2019 £
<b>FIXED ASSETS</b>			
Fangible assets			
Investment assets - property	5(a)	947,300	947,300
Investment assets - CBF/Gov. Stocks 5(b)		11,589	11,070
		<u>958,889</u>	<u>958,370</u>
<b>CURRENT ASSETS</b>			
Debtors & Payments in Advance	7	10,154	10,029
Short Term Deposits		340,955	461,334
Cash at Bank and in hand		27,247	99,493
		<u>378,356</u>	<u>570,856</u>
<b>LIABILITIES</b>			
CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR	8	(924)	(840)
<b>NET CURRENT ASSETS</b>		<u>377,432</u>	<u>570,016</u>
<b>Total Assets less current Liabilities</b>		<u>1,336,321</u>	<u>1,528,386</u>
<b>NET ASSETS</b>		<u>1,336,321</u>	<u>1,528,386</u>
<b>FUNDS OF THE CHARITY</b>	6		
restricted		967,073	1,069,625
designated		2,860	2,849
restricted		366,388	455,912
		<u>1,336,321</u>	<u>1,528,386</u>

Approved by the Parochial Church Council on  
DATE on its behalf by:

27.4.21

*Martin Keighley* *L. Brackpool*

Rev Martin Keighley (Chairman) Lynne Brackpool (Church Warden)

notes on pages 10 - 16 form part of these accounts

# PAROCHIAL CHURCH COUNCIL OF POULTON-LE-FYLDE, ST CHAD

Notes to the Financial Statements

For the year ended 31<sup>st</sup> December 2020

## 1 ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Charities Act 2011, together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) and UK Generally Accepted Practice as it applies from 1 January 2015. The accounts have been prepared in accordance with Update Bulletin 1.

Parochial Church Council of Poulton-Le-Fylde, St Chad meets the definition of a public benefit entity under FRS 102.

The accounts (financial statements) have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to give a “true and fair” view. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention except for the valuation of Investment assets, which are shown at market value. 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.

### Preparation of the accounts on a going concern basis

The trustees assess whether the use of going concern is appropriate, ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the accounts and have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern. Thus they continue to adopt the going concern basis of accounting in preparing the accounts.

### Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for applications on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Restricted Funds are those funds that may be used only for certain purposes, as prescribed by the donor of the funds.

### Income and Endowments

#### *Donations and Legacies*

Collections are recognised when received by or on behalf of the PCC.

Planned giving is recognised only when received.

Income tax recoverable on gift aided donations is apportioned over financial years on the basis of the planned giving to which it relates.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its receipt by the PCC is probable.

#### *Charitable Activities*

Fees due to the PCC in respect of Weddings and Funerals are recognized when due. Only that part of the fee due to the PCC is included. Income from the sales of magazines and books is accounted for gross.

#### *Other Trading Activities*

Income from Fund Raising Activities is accounted for gross where it has been possible to do so. However, in practice it has often only been possible to record the net amount after expenses have been deducted.

#### *Income from Investments*

Interest and dividends are accountable for when receivable.

#### *Gains and Losses on investments*

Unrealised gains or losses on investments are included based on the change in the market value year on year.

### **Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Collections taken in Church for specific external charities are not included in the figures but are detailed in note 10. The Diocesan Parish Share is accounted for when falling due. All other expenditure is generally recognized when it is incurred and is accounted for gross.

### **Fixed Assets**

#### ***Consecrated Land and Buildings and Movable Church Furnishings***

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) of the Charities Act 2011. No value is placed on movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. They are listed in the church's inventory which can be inspected by prior arrangement. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvements, is written off as expenditure in the SOFA, and separately disclosed.

#### ***Other fixtures, fittings and Office Equipment***

Individual items of equipment with a purchase price of £5,000 or less are written off when the asset is acquired (i.e. not depreciated).

### **Investment Property**

The Church Hall was closed on 31<sup>st</sup> October 2013 and reopened in 2019. The amount of insurance is £150,000 which would cover the cost of demolition and site clearance in the event of a substantial claim. It is now let under the terms of an Albemarle Scheme to the Vicarage Park Community Centre, a registered charity, whose objective is to repair the Hall and bring it back to Community use and this was reopened in 2019. Its book value (£147,300) has been left unchanged. The valuation of the land occupied by the Tennis Club under a short term non-renewable lease, which was introduced in to the accounts in 2007 at £650,000 has been left unchanged. Following refurbishment the clergy house at 24 Royleen Avenue, Carleton has been let to the Diocese and is occupied by our curate, Rev Lois Ward. The property was revalued in the year ended 31 December 2015 at market value of £150,000. The valuations included in the accounts are considered by the Trustees to represent a fair value for the properties.

### **Investments**

Investments are valued at market value on 31<sup>st</sup> December. The value of the investments appears in restricted funds, although the income from some passes through the PCC general account. (For example, some are held for the provision of assistant clergy, and it could be held that the income from these goes towards the payment of Parish Share, which pays for our clergy).

### **Current Assets**

Amounts owing to the PCC at 31<sup>st</sup> December in respect of fees, rents, or other income are shown as debtors less provision for amounts that may prove uncollectible. Short-term deposits include cash held with the Church of England Deposit Funds operated by CCLA Investment Management Ltd.

### **Critical accounting estimates and areas of judgement**

Accounting estimates and judgements are continually evaluated and are based on historical experience and other factors. The main estimates and areas of judgement included in the accounts are those relating to the valuation of the investment properties. The policy with regards to these is disclosed above. The Trustees consider the valuation included and whether there is any indication of an impairment of that valuation.

	Unrestricted Funds	Restricted Funds	TOTAL 2020	Unrestricted Funds	Restricted Funds	TOTAL 2019
	£	£	£	£	£	£
<b>2. Income and Endowments from</b>						
<b>2(a) Donations and Legacies</b>						
Planned Giving:						
Stewardship (Standing Orders & Annual Payments)	61,690		61,690	61,790		61,790
Tax recoverable	16,437	23,026	39,463	11,482		11,492
Collections (Open Plate) at all Services	5,893		5,893	16,854	481	17,335
Donations	5,925	1,866	7,791	22,067	2,970	25,037
Legacies				61,433	1,185	62,568
Contributions from Singleton	1,700		1,700			
	99,467	24,892	124,358	175,336	4,586	179,922
<b>2(b) Charitable Activities</b>						
Net Fees	6,040		6,040	10,941		10,941
Church Wedding Flowers		1,047	1,047	700	1,355	2,055
Rent from Roylen Avenue House when let to Diocese	8,100		8,100	8,100		8,100
Sales of Books and Magazines	1,617		1,617	2,147		2,147
Receipts towards course costs						
	15,757	1,047	16,804	21,888	1,355	23,243
<b>2(c) Other Trading Activities</b>						
Fund Raising Events						
Magazine Advertising						
	554	-	554	80		80
	554		554	825		825
				905		905
<b>2 (d) Investments</b>						
Interest on Deposits and Investments	1,766	422	2,189	3,419	616	4,035
Rent from Tennis Club	1,500		1,500	1,500		1,500
Rent from VPCC for Hall		100	100		1,063	1,063
	3,266	522	3,789	4,919	1,679	6,598
<b>2(e) Other Income</b>						
Repayment of Insurance premium	-	394	-			
Bank Charges refund	-					
Other Income						
CCTV	80			259		259
	80	394	454	319		319
	119,104	26,855	145,959	203,367	7,620	210,987
<b>TOTAL</b>						
<b>3. Expenditure on</b>						
<b>Raising Funds</b>						
Stewardship and Gift Aid stationery				287		287
				287		287
<b>3 (a) Charitable Activities</b>						
Grants made in furtherance of the PCC's Objectives						
Church Overseas: Missionary Societies & Diocesan Assns	4,250		4,250	4,250		4,250
Church Overseas: Relief & Development Agencies	550		550	550		550
Home Missions and other Church Societies	3,582		3,582	3,390		3,390
Secular Charities	1,918		1,918	1,867	4,000	5,867
Barchester Scheme for Church Schools	5,291		5,291	5,291		5,291
	15,591		15,591	15,348		19,348
Ministry - Diocesan Parish Share	88,216		88,216	82,244	4,000	82,244
- Clergy Accommodation Costs	5,126		5,126	4,462		4,462
- Clergy Expenses	1,580		1,580	1,926		1,926
Contribution to St Nicolas Parish Share	10,000		10,000	10,000		10,000
Church Running Expenses	14,415		14,415	16,433		16,433
Church Maintenance	3,112		3,112	2,794	2,515	5,309
Upkeep of Services	6,102		6,102	4,719		4,719
Parish Magazine and Books	5,543		5,543	4,497		4,497
Outreach Costs	280		280	580		580
Printing, Stationery and Postage Costs	1,001		1,001	2,003		2,003
Education - Jnr Church, Lt Gang, Conf cand.	406		406	1,207		1,207
Flower Guild Costs	32	1,047	1,079	863	1,355	2,218
Major repairs and improvements - structure		164,339	164,339		12,176	12,176
Repairs replacements and additions - inc equipment						
German Link Costs						
Carlton Church share of costs				185		185
Other Property Upkeep (Roylen Avenue)	495	1,444	1,444	1,444	1,423	1,423
Wages and Honoraria - Verger, Organists, Asst. Treasurer, Bellringers and Choir	18,252		18,252	17,560	250	17,560
Independent Examiner's Fee	900		900	858		858
Bank Charges	12	12	24			
Legal Costs	561		561	786		786
IT Costs	99		99			
	171,843	166,841	338,682	168,397	21,719	190,116
<b>TOTAL EXPENDITURE</b>						
	171,843	166,841	338,682	168,683	21,719	190,403

During the year the PCC employed 2 Organists, a Verger, Treasurer, an Assistant Treasurer and a Church Cleaner, (all part time) but no payments were large enough to attract social security costs.

#### PAYMENTS TO PCC MEMBERS

No expenses were reimbursed to PCC members for their duties as Trustees

There were no related party transactions in the year.

## 5 FIXED ASSETS

### 5(a) Tangible Fixed Assets

		Investment Assets	In Use by The Church	TOTAL £
<b>GROSS BOOK VALUE</b>	At 1 January 2020	947,300	-	947,300
	Re-classification	-	-	-
	Revaluation	-	-	-
	At 31 December 2020	-	-	-
<b>DEPRECIATION</b>	At 1 January 2020	947,300	-	947,300
	Re-classification	-	-	-
	Additions	-	-	-
	At 31 December 2020	-	-	-
<b>NET BOOK VALUE</b>	At 31 December 2020	947,300	-	947,300
	At 31 December 2020	947,300	-	947,300

The freehold land and buildings held as Investment Assets comprise the Church Hall (as per revaluation 2020 which is let on a long term lease to VPCC, together with the land adjoining the Hall occupied by St Chad's Tennis Club on a short term non-renewable lease as valued in 2007 and the clergy house at 24 Roylen Avenue which is let to the Diocese and occupied by the Curate. The Trustees are satisfied that the valuation still reflect the fair value of the properties.

### 5(b) Investments

CBF Investment and Fixed Interest Funds - all restricted.

11,589

## 6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	650,000	-	-	-	650,000
Current Assets	317,997	2,860	308,889	-	929,746
Current Liabilities	(924)	-	57,499	-	56,575
Fund Balance	967,073	2,860	366,388	-	1,336,321
	(Designated Funds are also unrestricted)				

## 7 DEBTORS & PAYMENTS IN ADVANCE

Tax Recoverable

	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
	0	-	10,154	10,029
			10,154	10,029

## 8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors for Goods and Services

	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
	0	-	924	840
			924	840

## 9 FUND DETAILS

The Unrestricted Funds comprise the General Fund, the Legacy Fund, the Poulton Flower Guild Fund and a portion of the Fabric fund which is "Designated" rather than restricted.  
The Restricted Funds comprise the General Fund Investments, the Fabric Fund, Church Hall Fund, Hall Redevelopment Fund, Carleton Church Fund, and The Floodlight Maintenance Fund.  
Carleton Social Fund has been excluded from the figures as its activities are linked with the "Joint" council at Carleton  
The Choir Fund and the Bellingers Fund are not included  
There are no endowment Funds

## 10 COLLECTIONS TAKEN IN CHURCH FOR SPECIFIC PURPOSES AND NOT INCLUDED IN THE ACCOUNTS

Call to Pray and Give	£	5,370
At Harvest for the Bishop of Blackburn's Harvest Appeal		635
Total		635

## 11 MOVEMENT OF RESTRICTED FUNDS

	Balance Brought Fwd £	Total Income £	Total Expenditure £	Transfers £	Balance Carried Fwd £
General Account Restricted Elements	129,136	25,523	(164,351)	50,000	40,308
Flower Guild Restricted Element	147,761	494	(1,444)	1,500	148,311
Fabric Account	12,207	51	-	(1,500)	10,758
Church Hall Fund	160,392	58	-	(58)	160,392
Hall Redevelopment Restricted Fund	1,749	8	-	-	1,757
Carleton Church Fund					
Floodlight Maintenance Fund					
Total	455,912	26,330	(165,795)	49,942	366,390

The above income figures include unrealised gains on investment where applicable.  
The above expenditure figures include unrealised losses on investments and depreciation where applicable.



11 MOVEMENT OF RESTRICTED FUNDS (CONTINUED)

PRIOR YEAR	Balance Brought Fwd £	Total Income £	Total Expenditure £	Transfers £	Balance Carried Fwd £
General Account Restricted Elements	4,117	550	-	-	4,667
Flower Guild Restricted Element	-	1,355	1,355	-	-
Fabric Account	67,820	6,031	14,715	-	129,136
Church Hall Fund	148,015	1,064	5,423	70,000	147,756
Hall Redevelopment Restricted Fund	16,103	104	-	4,100	12,207
Carleton Church Fund	160,392	58	-	(4,000)	160,450
Floodlight Maintenance Fund	1,734	15	-	-	1,749
Total	398,183	9,177	21,493	70,100	455,965

ANALYSIS BY FUND

Statement of Financial Activities  
For the year ended 31st December 2020

INCOME & ENDOWMENTS FROM

GENERAL	LEGACY	PTN FLWR	FABRIC	GENERAL	PTN FLWR	RESTRICTED FABRIC	CH HALL	HALL REDEV	RESTRICTED CARL	FLOODL	UNR TOTAL	RESTR TOTAL	FULL TOTAL
99,466.72	15,757.83	1,047.00	24,891.57	99,466.72	25,938.57	125,405.29	15,757.83	0.00	554.00	2,205.62	1,048.63	0.11	12.10
60.00			304.83	100.00	51.43	57.84	8.38	3,266.46	522.48	3,788.94	453.81	26,854.86	145,959.87
118,044.17	1,048.63	0.11	12.10	0.00	1,047.00	25,196.40	493.81	51.43	57.84	8.38	119,105.01	145,959.87	

EXPENDITURE ON

GENERAL	LEGACY	PTN FLWR	FABRIC	GENERAL	PTN FLWR	RESTRICTED FABRIC	CH HALL	HALL REDEV	RESTRICTED CARL	FLOODL	UNR TOTAL	RESTR TOTAL	FULL TOTAL
171,810.44	32.25	1,047.00	164,350.51	1,443.98	0.00	171,842.69	166,841.49	338,684.18	0.00	0.00	171,842.69	166,841.49	338,684.18
(53,766)	1,049	(32)	12	-	-	(139,154)	(950)	51	(58)	8	(52,738)	(139,987)	(192,724)
40,058	(90,000)					50,000	1,500	(1,500)	(58)	-	(49,942)	49,942	0
196						326					522	522	
(13,708)	(88,951)	(32)	12	196	4,667	(88,828)	550	(1,449)	160,393	1,749	1,072,473	(89,522)	(192,202)
772,872	296,751	1	2,849	4,667	129,136	147,761	550	12,207	160,393	1,749	1,072,473	455,913	1,528,384
759,204	207,800	69	2,861	4,863	-	40,308	148,311	10,758	160,393	1,757	969,933	366,391	1,336,322

NET MOVEMENT IN FUNDS  
Balance Brought Forward 1 Jan 2020  
account and error adjustments  
Balance Carried Forward 31 Dec 2020

Gains and losses on Investments  
- Unrealised

Transfers Between Funds

NET INCOMING/OUTGOING RES

TOTAL EXPENDITURE

Expenditure on Charitable Activities

Expenditure on Raising Funds

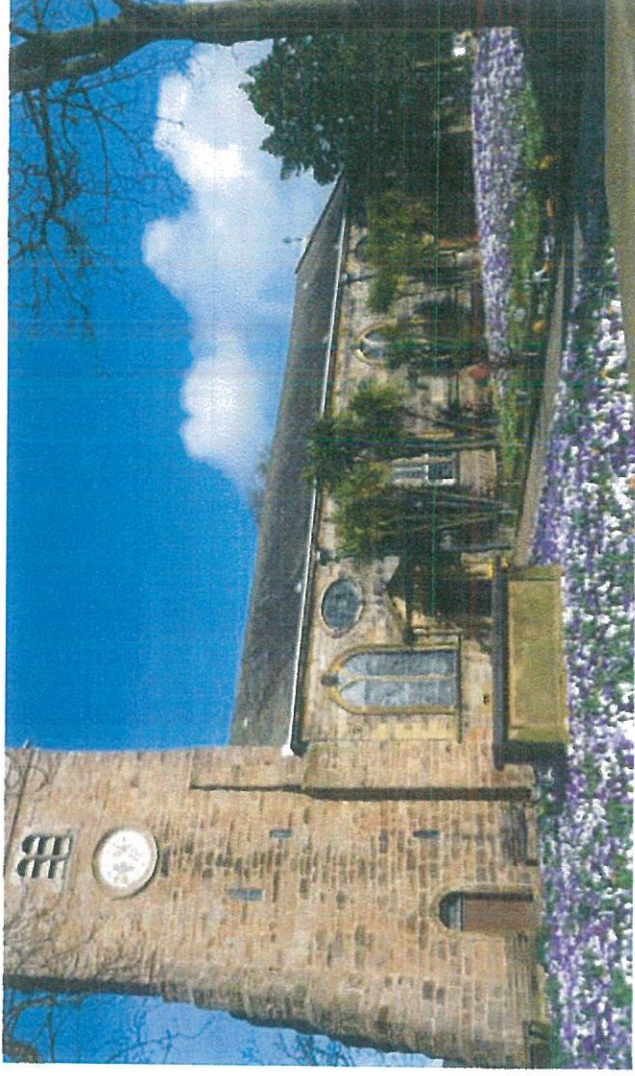
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*Parochial Church Council of Poulton-le-Fylde  
St. Chad.*

**ANNUAL REPORT AND ACCOUNTS**

**2020**



**Vestry Meeting - 7.30 pm**

**APCM - 7.45 pm**

**TUESDAY 25<sup>th</sup> MAY 2021**

**In St. Chad's Church**

**Please bring this with you to the Annual Parochial  
Church Meeting**

**The Parochial Church Council of the Ecclesiastical Parish of St. Chad,  
Poulton-le-Fylde                      Registered Charity No: 1131531**





## Parochial Church Council of Poulton-le-Fylde (St Chad)

### ANNUAL REPORT FOR 2020

#### Administrative Information

The Parish is part of the Diocese of Blackburn within the Church of England. The Parochial Church Council (PCC) is a registered charity, number 1131531 and the official title is "The Parochial Church Council of the Ecclesiastical Parish of St Chad, Poulton-le-Fylde".  
The Parish is a United Benefice with St Anne's, Singleton.

#### Places of Worship

St. Chad's Church, Market Place, Poulton-le-Fylde  
St. Martin's and St. Hilda's Church, Fleetwood Road, Carleton

**Address for Correspondence** - Rev. Canon M. Keighley, The Vicarage, Vicarage Road, Poulton-le-Fylde, FY6 7BE

#### The Parochial Church Council – Membership

PCC members who have served from 1 January 2019 until the date this report was approved are:-

Incumbent	The Rev. Canon Martin Keighley (Chairman), who is responsible for the day-to-day running of the parish.
Asst. Curate	The Rev. Lois Ward (June 2019)
Hon. Asst. Priest	The Rev. Ian Files

#### Readers

Mr Phil Deegan

#### Churchwardens

Miss Lynne Brackpool  
Mrs. Joan Swan

#### Deputy

Mrs Susan Hanson-Scobie

#### Churchwardens

Mr Richard Underwood

#### Representatives on Deanery Synod

Miss Lynne Brackpool  
Mrs. Dorothy Griffith  
Ms Lindsay Mason  
Ms Penny Waters

#### Elected and Co-opted Members (2019)

Mrs Karen Bradley, Mrs Susan Brownbridge, Mrs Laura Foley, Mrs Dorothy Griffith,  
Mrs Elizabeth Harrison, Mr John Hodgson, Mrs Susan Hanson-Scobie,  
Mr Leslie Kay, Mrs Mary Kay, Ms Lindsay Mason, Mrs Jeanette Norman,  
Mr Tony Raymer, Miss Anne Smith, Mr Gerald Schofield, Mrs Sheila Todman,  
Mr Richard Underwood, Ms Penny Waters, Mr Andrew Brownbridge.

#### Elected and Cop-opted Members (2020)

Mrs Karen Bradley, Mrs Susan Brownbridge, Mrs Laura Foley, Mrs Dorothy Griffith,  
Miss Geraldene Greenhalgh, Mrs Elizabeth Harrison, Mrs Susan Hanson-Scobie,  
Mrs Sarah Keighley, Ms Lindsay Mason, Mrs Jeanette Norman,  
Mr Tony Raymer, Mrs Barbara Schofield, Mr Richard Underwood,  
Ms Penny Waters. Mr Andrew Brownbridge, Mr John Fisher.

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC has a number of committees which meet as necessary and report to the PCC regularly.

**Finance and Standing Committee:** Oversees financial affairs and advises the Vicar and PCC. Prepares the PCC agendas and takes necessary decisions between PCC meetings.

**Fabric:** Oversees the care and maintenance of the parish church, with the advice of the Architect when required.

**Outreach and Worship:** Helps to plan the implementation of the wider mission of the Church. Makes recommendations about the liturgy and organisation of services.

**Resources:** Concerned with all aspects of Stewardship.

**Flöthe:** To foster our link with the parish of Flöthe in Braunschweig, Germany.

There is a **Representative on Poulton and Carleton Churches Together** to act for the Church on the local Ecumenical Committee and report on ecumenical events.

There is a **Parish Safeguarding Officer** (Miss Lynne Brackpool) who oversees the implementation of the Parish Policy on work with children and young people, reporting regularly to the PCC and bringing matters to the PCC for their approval. The Policy is reviewed regularly. Miss Brackpool also fulfils the role of **Vulnerable Adults Officer**.

**A Health and Safety Officer** (Mr Tony Raymer) who oversees the implementation of the Health and Safety Policy and reports Health and Safety Matters to the PCC.

The PCC has 2 representatives on the Poulton Partnership who report back on work in hand and events planned for the benefit of the community.

## **Objectives and activities**

### ***Mission Statement***

In the years that lie before us, we, the people of God in the parish of St. Chad, Poulton-le-Fylde, will seek to:-

Place worship and prayer at the heart of our life together as an expression of our love of God in Christ Jesus  
Grow in Christian love one for another  
Grow in the love and knowledge of Christ as he is revealed in the Gospels  
Through outreach and pastoral care carry the love and knowledge of the Christ revealed in the Gospels into our wider community.

### ***Public Benefit Statement***

The PCC is aware of the Charity Commission's guidance on public benefit in the 'The Advancement of Religion for the Public Benefit' and have regard to it in their administration of the parish. The PCC believes that, by fulfilling its responsibility to work together with the incumbent and to co-operate in all matters of concern and importance for the promotion of the whole mission of the Church, pastoral, evangelistic, social and ecumenical, it provides benefit to the public by:

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

## ***Achievements and performance***

**Number on the Electoral Roll - 276 (as at October 2020)**

**Regular Weekly Attendance - Not recorded due to pandemic**

### **Review of the year**

<b>Statistics for occasional offices</b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>
Funerals in Church*	39	39	27
Funerals at Crematorium or Cemetery	67	50	80
Weddings and Blessings	17	9	5
(1 Thanksgiving after Civil Marriage)			
Baptisms*	73	66	11
*St Chad's and St Hilda's together			

The past year 2020 has, of course, been a very different year for everyone and this applies also to the Church, the Clergy and parishioners of St. Chad's and St. Hilda's.

At the beginning of the year there was first the closure of the Church for relighting and redecoration from January through to March, which was successfully completed on time and to a high standard. Thanks are due to VPCC and St. Chad's Tennis Club for allowing use of their facilities for public worship during that period.

The second closure of the Church due to the pandemic, from March to June, was particularly hard on everyone. Church was opened for private prayer in June and for public worship from July 5<sup>th</sup> and then a further lockdown occurred in November. The Christmas programme was severely curtailed with no school services, an on-line Crib Service on Christmas Eve and much reduced attendance on other occasions.

There has, of course, been a severe impact on finances with reduced collections and fee income. The PCC records its thanks for the continued support of those in our Stewardship scheme, which ensured stewardship income was not adversely affected.

2020 saw the introduction of a revised Parish Share assessment, with money from the National Church going directly to poorer parishes. This led to a 10% increase in our assessment which is likely to be repeated in 2021 and 2022.

The above factors, along with our continued support for St. Nicholas', Fleetwood, has led to a substantial deficit in our General Account, which the PCC must seek to address going forward.

Social events, study groups, PCC Meetings, Mothers' Union Meetings and other gatherings have been severely limited in 2020 because of the pandemic and the Church closure. Two PCC meetings took place, along with the Annual Parochial Church Meeting, deferred to October. The Standing Committee oversaw matters in between.

An initial response to lockdown involved circulation of information about TV, radio and online worship from the Diocese; with the assistance of Revd Lois Ward we have expanded our Facebook presence and refreshed our website information. Through lockdown the clergy made regular Facebook posts and provision was developed for our own weekly Zoom Service and a Zoom Study Course in November. A weekly newsletter was also delivered to parishioners from St. Hilda's, Carleton.

Our work with Young People was severely affected. After lockdown in March the Confirmation Service was postponed; Little Gang, Junior Church and Youth Club have not resumed. All Age Worship took place January-March and resumed on the first Sunday of the month of September at St. Chad's. At St. Hilda's it was not possible for the regular Messy Church sessions to continue. .

The clergy have been unable to visit schools in person to lead collective worship, but have provided a weekly filmed resource which has been used in schools and sent out to those home schooling.

## **Personnel**

Our Vicar, Revd. Martin Keighley continues to undertake a substantial workload, however, this has been curtailed due to the pandemic, with the number of Weddings severely affected. We welcomed Revd. Lois Ward as Deacon in June 2019 and she was eventually Ordained Priest in September 2020 at Whalley Parish Church, with reduced attendance due to the pandemic

## **Buildings**

St Chad's Church is a grade 2\* listed building most of which dates from a reconstruction which took place in 1751. It forms the centrepiece of Poulton-le-Fylde and is much admired by our many visitors, particularly during February or March when there is a magnificent display of crocus in the Churchyard.

Plans put in place in 2019, to redecorate the interior of the church, together with the installation of new lighting to enhance the building, came to fruition in 2020, with all work completed and delivered on time. Wyre Borough Council began repairs to the Churchyard wall, for which they have responsibility, in March 2020 but the pandemic and discussions about the extent of work required led to delay. Although the way forward has been agreed and a faculty obtained, the work remains unfinished and work is unlikely to resume until spring 2021.

The Church building at Carleton is owned by the Roman Catholic Church and the hall is jointly owned. Both are administered by a Joint Council drawn from St Hilda's and St Martin's congregations. Running costs are shared between the two churches, and both the Church and Hall are maintained in good order.

St Chad's Church Hall on Vicarage Road dating from 1925, now leased to the Vicarage Park Community Centre and is fully operational; used by the Church for Junior Church on Sunday morning and Little Gang, which meets each Friday morning during term time.

The land adjoining the Church Hall which is owned by the PCC is let to St Chad's Tennis Club on a short term non-renewable lease.

The clergy house at Roylen Avenue in Carleton is rented by the Diocese and is now occupied by our Curate, Revd. Lois Ward.

## **Future Plans**

The service pattern of 10.00 am Parish Communion at St Chad's and monthly non-Eucharistic services (All Age Worship) at both Churches are well received and new faces regularly seen, especially young families. The occasional social group and the Facebook page have also proved excellent initiatives and continue to be updated.

The Diocese launched Vision 2026 - "Healthy Churches transforming Communities", the overall objective is to extend outreach to those who presently do not come to Church. At a Parish level we have a particular need to encourage lay people to become Church Officers and take on responsibilities for the running of our Churches.

## **FINANCIAL MATTERS**

### **Bankers**

Nat West Bank, Cleveleys branch.  
CCLA Investment Management Ltd (The CBF Church of England Funds)

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). At this time many Parishes are struggling to make ends meet, we remain in a reasonable financial position and have a very great deal to be thankful for. The final accounts showed our total income £18,371 less than budget, due mainly to decreases in collections and gross fees. On the expenditure side, total expenditure was £11,531 under budget.

The overall result for the year was a deficit against budget of £6,840.00.

### **Reserves Policy**

It is considered prudent to maintain a general unrestricted reserve in the region of £50,000 representing running costs for around 3 months. We currently remain in excess of this figure, although use of general funds for the work on the Church has been necessary.

A separate Legacy fund, (balance £207,798 at the year end), is maintained as an unrestricted fund, and receives any unrestricted legacies that come in, unless other specific instructions are given by the donor. It is used to fund specific items rather than general expenditure.

Fabric Fund (£40,305 excluding investments) may only be used for the repair and maintenance of the Church Building or its contents. There is also a Fabric designated Account (£2,860). The relighting and redecoration has been completed. The redevelopment Fund, (£10,758). These funds may only be applied for Church Hall Purposes - the hall now being leased to the VPCC. We remain responsible for insuring the building.

Carleton Fund (Total £160,392 comprising fixed assets £150,000 [house] and Deposit Account £10,392) may only be spent on items pertaining to the Carleton Church Community worshipping at the shared Church of St Hilda's and St Martin's. It has been drawn on in the past and matched with a similar amount from the Roman Catholic Church for the construction of the new hall at St Hilda's and St Martin's.

**Monies** are being used from our reserves and this stands currently at £30,000 – just to meet our monthly commitments we are approximately in deficit of £5,500 each month.

### **Risk Management**

It is generally considered that those risks to which the PCC are exposed and which would impact on either the satisfactory running of the Church or its financial position are well managed. Financial controls are in place with a budget set each year and regular reporting procedures, and a professional independent examination of the accounts for the year ending 31<sup>st</sup> December 2020. Reputational risks are difficult to foresee, and would need to be dealt with if they arise, but with the support of the Diocese. Statutory and legal requirements have been met to the best of our ability, but need to be kept under review.



## Responsibility of the Trustees

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP (FRS 102);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed by order of the members

Chairman *Martin Keighley* Vicar *27.4.21*

*L. Brackpool* Churchwarden *28/04/21*

# PAROCHIAL CHURCH COUNCIL OF POULTON-LE-FYLDE, ST CHAD

## STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 31 December 2020

	Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Unrestricted Funds 2019 £	Restricted Funds 2019 £	Total Funds 2019 £
<b>INCOME &amp; ENDOWMENTS FROM</b>							
Donations and Legacies	2(a)	99,467	24,892	124,359	175,336	4,586	179,922
Charitable Activities	2(b)	15,757	1,047	16,804	21,888	1,355	23,243
Other trading activities	2(c)	554	-	554	905	-	905
Investments	2(d)	3,266	522	3,789	4,919	1,679	6,598
Other	2(e)	60	394	454	319	0	319
<b>TOTAL</b>		<b>119,104</b>	<b>26,855</b>	<b>145,960</b>	<b>203,367</b>	<b>7,620</b>	<b>210,987</b>
<b>EXPENDITURE ON</b>							
Raising Funds		-	-	-	287	-	287
Charitable Activities	3(a)	171,843	166,841	338,684	168,397	21,719	190,116
<b>TOTAL EXPENDITURE</b>		<b>171,843</b>	<b>166,841</b>	<b>338,684</b>	<b>168,684</b>	<b>21,719</b>	<b>190,403</b>
Gains/(losses) on revaluation of investment assets		-	522	522	-	1,556	1,556
<b>NET INCOME/(EXPENDITURE)</b>		<b>(52,739)</b>	<b>(139,464)</b>	<b>(192,202)</b>	<b>34,683</b>	<b>(12,543)</b>	<b>22,140</b>
<b>TRANSFERS BETWEEN FUNDS</b>		<b>(49,942)</b>	<b>49,942</b>	<b>-</b>	<b>(70,042)</b>	<b>70,042</b>	<b>-</b>
Gains/(losses) on revaluation of fixed assets		-	-	-	-	1,555	1,555
<b>NET MOVEMENT IN FUNDS</b>		<b>(102,681)</b>	<b>(89,522)</b>	<b>(192,202)</b>	<b>(35,359)</b>	<b>57,499</b>	<b>23,695</b>
<b>Reconciliation of Funds</b>							
Total Funds Brought Forward		1,072,472	455,912	1,528,384	1,107,831	398,413	1,506,244
Error from 2019		100	0	100	0	0	0
Account adjustment		40	0	40	0	0	0
<b>Total funds Carried Forward</b>		<b>969,931</b>	<b>366,390</b>	<b>1,336,322</b>	<b>1,072,472</b>	<b>455,912</b>	<b>1,528,384</b>

No Endowment funds are held

# **PAROCHIAL CHURCH COUNCIL OF POULTON-LE-FYLDE, ST CHAD**

BALANCE SHEET AS AT 31 DECEMBER 2020

	Note	2020 £	2019 £
<b>FIXED ASSETS</b>			
Tangible assets			
Investment assets - property		947,300	947,300
Investment assets - CBF/Gov. Stocks 5(b)	5(a)	11,589	11,070
		<u>958,889</u>	<u>958,370</u>
<b>CURRENT ASSETS</b>			
Debtors & Payments in Advance			
Short Term Deposits	7	10,154	10,029
Cash at Bank and in hand		340,955	461,334
		27,247	99,493
		<u>378,356</u>	<u>570,856</u>
<b>LIABILITIES</b>			
CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR	8	(924)	(840)
<b>NET CURRENT ASSETS</b>		<u>377,432</u>	<u>570,016</u>
Initial Assets less current Liabilities		<u>1,336,321</u>	<u>1,528,386</u>
<b>NET ASSETS</b>			
		<u>1,336,321</u>	<u>1,528,386</u>
<b>FUND BALANCES</b>			
Funds of the Charity	6		
restricted			
designated		967,073	1,069,625
restricted		2,860	2,849
		366,388	455,912
		<u>1,336,321</u>	<u>1,528,386</u>

Approved by the Parochial Church Council on  
DATE on its behalf by:

27.4.21

*Martin Keighley* *L. Brackpool*

Rev Martin Keighley (Chairman) Lynne Brackpool (Church Warden)

notes on pages 10 - 16 form part of these accounts

# PAROCHIAL CHURCH COUNCIL OF POULTON-LE-FYLDE, ST CHAD

Notes to the Financial Statements

For the year ended 31<sup>st</sup> December 2020

## 1 ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, the Charities Act 2011, together with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS 102) and UK Generally Accepted Practice as it applies from 1 January 2015. The accounts have been prepared in accordance with Update Bulletin 1.

Parochial Church Council of Poulton-Le-Fylde, St Chad meets the definition of a public benefit entity under FRS 102.

The accounts (financial statements) have been prepared to give a “true and fair” view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to give a “true and fair” view. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention except for the valuation of Investment assets, which are shown at market value. 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.

### Preparation of the accounts on a going concern basis

The trustees assess whether the use of going concern is appropriate, ie whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the accounts and have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern. Thus they continue to adopt the going concern basis of accounting in preparing the accounts.

### Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for applications on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted. Restricted Funds are those funds that may be used only for certain purposes, as prescribed by the donor of the funds.

### Income and Endowments

#### *Donations and Legacies*

Collections are recognised when received by or on behalf of the PCC.

Planned giving is recognised only when received.

Income tax recoverable on gift aided donations is apportioned over financial years on the basis of the planned giving to which it relates.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its receipt by the PCC is probable.

#### *Charitable Activities*

Fees due to the PCC in respect of Weddings and Funerals are recognized when due. Only that part of the fee due to the PCC is included. Income from the sales of magazines and books is accounted for gross.

#### *Other Trading Activities*

Income from Fund Raising Activities is accounted for gross where it has been possible to do so. However, in practice it has often only been possible to record the net amount after expenses have been deducted.

#### *Income from Investments*

Interest and dividends are accountable for when receivable.

#### *Gains and Losses on investments*

Unrealised gains or losses on investments are included based on the change in the market value year on year.

### **Expenditure**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. Collections taken in Church for specific external charities are not included in the figures but are detailed in note 10. The Diocesan Parish Share is accounted for when falling due. All other expenditure is generally recognized when it is incurred and is accounted for gross.

### **Fixed Assets**

#### *Consecrated Land and Buildings and Movable Church Furnishings*

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) of the Charities Act 2011. No value is placed on movable church furnishings held by the Vicar and Churchwardens on special trust for the PCC and which require a faculty for disposal, since the PCC considers this to be inalienable property. They are listed in the church's inventory which can be inspected by prior arrangement. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvements, is written off as expenditure in the SOFA, and separately disclosed.

#### *Other fixtures, fittings and Office Equipment*

Individual items of equipment with a purchase price of £5,000 or less are written off when the asset is acquired (i.e. not depreciated).

### **Investment Property**

The Church Hall was closed on 31<sup>st</sup> October 2013 and reopened in 2019. The amount of insurance is £150,000 which would cover the cost of demolition and site clearance in the event of a substantial claim. It is now let under the terms of an Albemarle Scheme to the Vicarage Park Community Centre, a registered charity, whose objective is to repair the Hall and bring it back to Community use and this was reopened in 2019. Its book value (£147,300) has been left unchanged. The valuation of the land occupied by the Tennis Club under a short term non-renewable lease, which was introduced in to the accounts in 2007 at £650,000 has been left unchanged. Following refurbishment the clergy house at 24 Royleen Avenue, Carleton has been let to the Diocese and is occupied by our curate, Rev Lois Ward. The property was revalued in the year ended 31 December 2015 at market value of £150,000. The valuations included in the accounts are considered by the Trustees to represent a fair value for the properties.

### *Investments*

Investments are valued at market value on 31<sup>st</sup> December. The value of the investments appears in restricted funds, although the income from some passes through the PCC general account. (For example, some are held for the provision of assistant clergy, and it could be held that the income from these goes towards the payment of Parish Share, which pays for our clergy).

### *Current Assets*

Amounts owing to the PCC at 31<sup>st</sup> December in respect of fees, rents, or other income are shown as debtors less provision for amounts that may prove uncollectible. Short-term deposits include cash held with the Church of England Deposit Funds operated by CCLA Investment Management Ltd.

### **Critical accounting estimates and areas of judgement**

Accounting estimates and judgements are continually evaluated and are based on historical experience and other factors. The main estimates and areas of judgement included in the accounts are those relating to the valuation of the investment properties. The policy with regards to these is disclosed above. The Trustees consider the valuation included and whether there is any indication of an impairment of that valuation.

	Unrestricted Funds	Restricted Funds	TOTAL 2020	Unrestricted Funds	Restricted Funds	TOTAL 2019
	£	£	£	£	£	£
<b>2. Income and Endowments from</b>						
<b>2(a) Donations and Legacies</b>						
Planned Giving:						
Stewardship (Standing Orders & Annual Payments)	61,690		61,690	61,790		61,790
Tax recoverable	16,437	23,026	39,463	11,482		11,492
Collections (Open Plate) at all Services	5,893		5,893	16,854	481	17,335
Donations	5,925	1,866	7,791	22,067	2,970	25,037
Legacies				61,433	1,185	62,568
Contributions from Singleton	1,700		1,700			
	99,467	24,892	124,358	175,336	4,586	179,922
<b>2(b) Charitable Activities</b>						
Net Fees	6,040		6,040	10,941		10,941
Church Wedding Flowers		1,047	1,047	700	1,355	2,055
Rent from Roylen Avenue House when let to Diocese	8,100		8,100	8,100		8,100
Sales of Books and Magazines	1,617		1,617	2,147		2,147
Receipts towards course costs						
	15,757	1,047	16,804	21,888	1,355	23,243
<b>2(c) Other Trading Activities</b>						
Fund Raising Events						
Magazine Advertising						
	554	-	554	80		80
	554		554	825		825
				905		905
<b>2 (d) Investments</b>						
Interest on Deposits and Investments	1,766	422	2,189	3,419	616	4,035
Rent from Tennis Club	1,500		1,500	1,500		1,500
Rent from VPCC for Hall		100	100		1,063	1,063
	3,266	522	3,789	4,919	1,679	6,598
<b>2(e) Other Income</b>						
Repayment of Insurance premium	-	394	-			
Bank Charges refund	-					
Other Income						
CCTV	80			259		259
	80	394	454	319		319
	119,104	26,855	145,959	203,367	7,620	210,987
<b>TOTAL</b>						
<b>3. Expenditure on</b>						
<b>Raising Funds</b>						
Stewardship and Gift Aid stationery				287		287
				287		287
<b>3 (a) Charitable Activities</b>						
Grants made in furtherance of the PCC's Objectives						
Church Overseas: Missionary Societies & Diocesan Assns	4,250		4,250	4,250		4,250
Church Overseas: Relief & Development Agencies	550		550	550		550
Home Missions and other Church Societies	3,582		3,582	3,390		3,390
Secular Charities	1,918		1,918	1,867	4,000	5,867
Barchester Scheme for Church Schools	5,291		5,291	5,291		5,291
	15,591		15,591	15,348		19,348
Ministry - Diocesan Parish Share	88,216		88,216	82,244	4,000	82,244
- Clergy Accommodation Costs	5,126		5,126	4,462		4,462
- Clergy Expenses	1,580		1,580	1,926		1,926
Contribution to St Nicolas Parish Share	10,000		10,000	10,000		10,000
Church Running Expenses	14,415		14,415	16,433		16,433
Church Maintenance	3,112		3,112	2,794	2,515	5,309
Upkeep of Services	6,102		6,102	4,719		4,719
Parish Magazine and Books	5,543		5,543	4,497		4,497
Outreach Costs	280		280	580		580
Printing, Stationery and Postage Costs	1,001		1,001	2,003		2,003
Education - Jnr Church, Lt Gang, Conf cand.	406		406	1,207		1,207
Flower Guild Costs	32	1,047	1,079	863	1,355	2,218
Major repairs and improvements - structure		164,339	164,339		12,176	12,176
Repairs replacements and additions - inc equipment						
German Link Costs						
Carlton Church share of costs				185		185
Other Property Upkeep (Roylen Avenue)	495	1,444	1,444	1,423		1,423
Wages and Honoraria - Verger, Organists, Asst. Treasurer, Bellringers and Choir	18,252		18,252	17,560	250	17,560
Independent Examiner's Fee	900		900	858		858
Bank Charges	12	12	24			
Legal Costs	561		561	786		786
IT Costs	99		99			
	171,843	166,841	338,682	168,397	21,719	190,116
<b>TOTAL EXPENDITURE</b>						
	171,843	166,841	338,682	168,683	21,719	190,403

During the year the PCC employed 2 Organists, a Verger, Treasurer, an Assistant Treasurer and a Church Cleaner, (all part time) but no payments were large enough to attract social security costs.

#### PAYMENTS TO PCC MEMBERS

No expenses were reimbursed to PCC members for their duties as Trustees

There were no related party transactions in the year.



## 5 FIXED ASSETS

### 5(a) Tangible Fixed Assets

		Investment Assets	In Use by The Church	TOTAL £
<b>GROSS BOOK VALUE</b>	At 1 January 2020	947,300	-	947,300
	Re-classification	-	-	-
	Revaluation	-	-	-
	At 31 December 2020	-	-	-
<b>DEPRECIATION</b>	At 1 January 2020	947,300	-	947,300
	Re-classification	-	-	-
	Additions	-	-	-
	At 31 December 2020	-	-	-
<b>NET BOOK VALUE</b>	At 31 December 2020	947,300	-	947,300
	At 31 December 2020	947,300	-	947,300

The freehold land and buildings held as Investment Assets comprise the Church Hall (as per revaluation 2020 which is let on a long term lease to VPCC, together with the land adjoining the Hall occupied by St Chad's Tennis Club on a short term non-renewable lease as valued in 2007 and the clergy house at 24 Roylen Avenue which is let to the Diocese and occupied by the Curate. The Trustees are satisfied that the valuation still reflect the fair value of the properties.

### 5(b) Investments

CBF Investment and Fixed Interest Funds - all restricted.

11,589

## 6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	650,000	-	308,889	-	958,889
Current Assets	317,997	2,860	57,499	-	378,356
Current Liabilities	(924)	-	-	-	(924)
Fund Balance	967,073	2,860	366,388	-	1,336,321
(Designated Funds are also unrestricted)					

## 7 DEBTORS & PAYMENTS IN ADVANCE

Tax Recoverable

	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
	0	-	10,154	10,029
			10,154	10,029

## 8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

Creditors for Goods and Services

	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
	0	-	924	840
			924	840

## 9 FUND DETAILS

The Unrestricted Funds comprise the General Fund, the Legacy Fund, the Poulton Flower Guild Fund and a portion of the Fabric fund which is "Designated" rather than restricted.  
The Restricted Funds comprise the General Fund Investments, the Fabric Fund, Church Hall Fund, Hall Redevelopment Fund, Carleton Church Fund, and The Floodlight Maintenance Fund.  
Carleton Social Fund has been excluded from the figures as its activities are linked with the "Joint" council at Carleton  
The Choir Fund and the Bellingers Fund are not included  
There are no endowment Funds

## 10 COLLECTIONS TAKEN IN CHURCH FOR SPECIFIC PURPOSES AND NOT INCLUDED IN THE ACCOUNTS

Call to Pray and Give

At Harvest for the Bishop of Blackburn's Harvest Appeal

Total

£  
5,370  
635  
635

## 11 MOVEMENT OF RESTRICTED FUNDS

	Balance Brought Fwd £	Total Income £	Total Expenditure £	Transfers £	Balance Carried Fwd £
General Account	129,136	25,523	(164,351)	50,000	40,308
Flower Guild Restricted Element	147,761	494	(1,444)	1,500	148,311
Fabric Account	12,207	51	-	(1,500)	10,758
Hall Redevelopment Restricted Fund	160,392	58	-	(58)	160,392
Carleton Church Fund	1,749	8	-	-	1,758
Floodlight Maintenance Fund	-	-	-	-	-
Total	455,912	26,330	(165,795)	49,942	366,390

The above income figures include unrealised gains on investment where applicable.  
The above expenditure figures include unrealised losses on investments and depreciation where applicable.

11 MOVEMENT OF RESTRICTED FUNDS (CONTINUED)

PRIOR YEAR	Balance Brought Fwd £	Total Income £	Total Expenditure £	Transfers £	Balance Carried Fwd £
General Account Restricted Elements	4,117	550	-	-	4,667
Flower Guild Restricted Element	-	1,355	1,355	-	-
Fabric Account	67,820	6,031	14,715	-	129,136
Church Hall Fund	148,015	1,064	5,423	70,000	147,756
Hall Redevelopment Restricted Fund	16,103	104	-	4,100	12,207
Carleton Church Fund	160,392	58	-	(4,000)	160,450
Floodlight Maintenance Fund	1,734	15	-	-	1,749
Total	398,183	9,177	21,493	70,100	455,965

ANALYSIS BY FUND  
Statement of Financial Activities  
For the year ended 31st December 2020

INCOME & ENDOWMENTS FROM	GENERAL	LEGACY	PTN FLWR	FABRIC	GENERAL	PTN FLWR	FABRIC	CH HALL	HALL REDEV	RESTRICTED CARL	FLOODL	UNR TOTAL	RESTR TOTAL	FULL TOTAL	3	3	3
Donations and Legacies	99,466.72				1,047.00	24,891.57						99,466.72	25,938.57	125,405.29			
Charitable Activities	15,757.83											15,757.83	0.00	15,757.83			
Other Trading Activities	554.00											554.00	0.00	554.00			
Investments	2,205.62	1,048.63	0.11	12.10		304.83	100.00	51.43	57.84	8.38		3,266.46	522.48	3,788.94			
Other Income	60.00						393.81					60.00	393.81	453.81			
TOTAL INCOME	118,044.17	1,048.63	0.11	12.10	0.00	1,047.00	25,196.40	51.43	57.84	8.38		119,105.01	26,854.86	145,959.87			
EXPENDITURE ON																	
Expenditure on Raising Funds																	
Expenditure on Charitable Activities	171,810.44	32.25			1,047.00	164,350.51	1,443.98					0.00		0.00			
TOTAL EXPENDITURE	171,810.44	32.25	0.00	0.00	1,047.00	164,350.51	1,443.98	0.00	0.00	0.00	0.00	171,842.69	166,841.49	338,684.18			
NET INCOMING/OUTGOING RES	(53,766)	1,049	(32)	12	-	(139,154)	(950)	51	58	8		(52,738)	(139,987)	(192,724)			
Transfers Between Funds	40,058	(90,000)				50,000	1,500	(1,500)	(58)	-		(49,942)	49,942	0			
Gains and losses on Investments	-	Unrealised															
NET MOVEMENT IN FUNDS	(13,708)	(68,951)	(32)	12	196		326					522	522	522			
Balance Brought Forward 1 Jan 2020	772,872	296,751	1	2,849	4,667	(88,828)	129,136	147,761	550	(1,449)	12,207	160,393	1,749	1,528,384			
Balance Carried Forward 31 Dec 2020	759,204	207,800	69	2,861	4,863	40,308	148,311	10,758	160,393	1,757	969,933	1,336,322	1,336,322	1,336,322			

[illegible]



**PAROCHIAL CHURCH COUNCIL OF POULTON-LE-FYLDE ST CHAD  
YEAR ENDED 31 DECEMBER 2020  
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31 December 2020 which are set out on pages 7 to 15 appended to this report.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

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

1. Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination

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



**Date:** 18 May 2021

**Nicola Mason FCA, DChA  
MHA Moore and Smalley  
Chartered Accountants  
Preston**