

ST. MICHAEL'S CHURCH, PLAS NEWTON, CHESTER

Annual Report & Financial Statements of

the Parochial Church Council

For the Year Ended the 31st December 2020



PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

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LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDED 31st DECEMBER 2020

PCC members

Ex officio members

Incumbent & Chair:	Rev Pete Rugen
Vice Chair:	Dr David Blackmore Dr Steve McKew
Wardens:	Steve McKew Derek Taylor (until 19 th October 2020) Steve Powell (from 19 th October 2020)
Deputy Wardens:	Estelle Byrne

Lay Reader Representative: Vacant

Diocesan Synod representatives: John Stockdale, David Blackmore

Deanery Synod representatives: David Blackmore (ex officio)
John Stockdale (ex officio)
Ruth McKew (ex officio)
Anne Stockdale
Anne de Reybekill
Ken Lewis (until 30th June 2020)

Elected members

John Allan
Kenneth Ball
Sarah Batchelor (ex officio)
Stu Davies
Andrew Evans (from 19th October 2020)
Anne de Reybekill
Magdy Fahmy
Ali Gibbons
Gill Miller
Phil Roberts
Martin Smith
Andy Thorne
Peter Webster

Treasurer

John Allan (until 19th October 2020)
Phil Roberts (from 19th October 2020)

Secretary

Fiona Prichard

Principal address	St Michael's Church Devon Road Newton Chester CH2 2PX
Charity number	1131910
Independent Examiner	Mr W Baines Bayliss Baines Ltd 1 st Floor 29 Chester Street Wrexham LL13 8BG
Bankers	CAF Bank Ltd 25 Kings Hill West Malling Kent ME19 4JQ
Solicitors	Cullimore Dutton, Solicitors White Friars Chester CH1 1XS

Vicars Report

I daresay most people will begin their reports with 'Well what a strange year it has been'. I would wholeheartedly endorse that sentiment. We finished 2019 with a good Christmas and began the New Year with a real sense of expectancy. The full staff team was in place and the PCC had put together a team to look at a potential building programme. January and February saw the Stream groups continuing to thrive and links with the local community were developing. Likewise, the work in the local schools was gaining momentum. All was looking good! Then came March and words such as 'unprecedented' and 'furlough' became more and more common. We certainly entered into uncharted waters in the life of the church. Physical attendance was slowly denied to us and we had to think very creatively how we might conduct services through new mediums. It was a big learning curve for all of us and took us out of our comfort zone. But how people rose to the challenge and we discovered other ways of connecting together and even reaching a wider audience. There have definitely been some benefits to the increased use of technology, which hopefully we will take into the future. The PCC was given permission to be able to conduct business via zoom and so discussions about church in Covid resumed.

We were allowed to gather for a short period of time but soon were hit by another lockdown.

Though there have been lots of disappointment and frustrations there certainly have been some positive outcomes.

1. We all had an opportunity to consider what are the priorities in our lives and to appreciate more what we do have.
2. The whole sense of Pastoral dependence was highlighted and particular thanks to Estelle Byrne for drawing together a team that really tried to connect and pray for people.
3. It has given us opportunity to consider what we mean by 'church' and how we might be more effective.
4. The development of technology in the way we conduct services, have meetings and encourage fellowship has been good. We need to continue developing this.
5. There have been some lovely stories of grace and people connecting with St Michael's that may not have happened in 'normal times'.
6. The level of support and appreciation from the congregation has been evident in letters, emails and other messages.

If you recall in 2020, we did a sermon series on 1 Peter and on Ezra. These both looked at God's dispersed or scattered people and how they lived and how they got back to 'normal'. We are in a time of great upheaval but God's people, throughout history have been in that situation before. I think it is important that as we look to the future (which still remains very uncertain) that we learn the lessons from the past and present.

May we continue to love one another and show grace to each other. We look to God, that He will continue to work in us and through us and trust Him for all that lays ahead.

In all this you greatly rejoice, though now for a little while you may have had to suffer grief in all kinds of trials. These have come so that the proven genuineness of your faith—of greater worth than gold, which perishes even though refined by fire—may result in praise, glory and honor when Jesus Christ is revealed.

Love and prayers

Pete

PCC Report 2020

The PCC held seven meetings during the year. The meetings in January and February were held in Kings Way Café. Owing to the unfolding Covid-19 pandemic crisis and the ensuing lockdown (which started on 23rd March) the meeting for March was cancelled. Meetings did not resume until May when that meeting and subsequent meetings were held via Zoom, starting at 8.00 pm. Each PCC meeting began with a time of Bible reading and prayer. There was also a PCC Away Day held at Farndon Village Hall on 8th February.

Below is a summary of the main topics of discussion and decisions reached by the PCC during 2020.

There are a number of sub committees that produce reports to the PCC regularly throughout the year. These are – Finance, Fabric, World Mission, Children and Youth, Kings Way Café, Human Resources and Health and Safety. Detailed reports from these committees are included later in the Review of the Year, together with reports from other groups.

Covid-19 Crisis

A PCC Meeting was called via Zoom following an announcement from the Prime Minister on 10th May that over the following two months lockdown restrictions were to be eased. The easing of restrictions meant the possibility of a limited opening of the church. At the start of lockdown, services had been recorded and shown on line, with access to the recorded service available any time during each Sunday. At the May meeting different options of providing services were discussed. It was agreed that the possibility of live streaming be explored and a proposal was made that a video capture device be purchased to enable this. An email giving further details of the proposed purchase was subsequently circulated to PCC members, requesting a response, of whom 16 were in favour and 1 was against.

At the June meeting the opening of the church was again discussed. It was proposed that a Sunday prayer service, starting at 9.00 am, be instated which would be open to a limited number of invited people who could attend in person with the service also being live streamed for access on line by other church members. A written protocol would be drafted setting out how the church could be opened safely and social distancing maintained. The proposal was put to a vote with 14 in favour and 1 against.

At the September meeting, Pete informed the members of the PCC that the service had been well received and would move to a 10.00 am slot, starting in October. He said that the service would continue in the same format for as long as regulations permitted. A second lockdown came into force at the beginning of November resulting in church members no longer being able to attend services in person. The services continued to be live streamed from the church but with no church members attending. All other church meetings/events were held via Zoom and Pete informed the PCC Members about the events happening on Zoom for Advent and Christmas at the November meeting.

Finance

There was a change of Treasurer during the year. John Allan stood down as Treasurer at the APCM on 19th October. Phil Roberts was duly appointed as Treasurer at the PCC Meeting immediately following the APCM. Finance reports were presented at the May, June, September and November meetings.

The decisions below were made at the November meeting following proposals by the Treasurer:

- A deficit budget was approved with 24 in favour, 0 against and 4 abstentions. The budget was approved subject to the understanding that it could be amended should financial demands dictate.
- It was agreed that the church remain with Parish Buying regarding the Gas and Electricity contracts for a further year.
- It was agreed that the insurance contracts for the church properties and Kings Way be changed from Ecclesiastical to Trinitas.

Kings Way Café

Pete informed the meeting in February that Ruth Richards had been appointed as the Café Manager. Ruth started as Manager on Monday, 2nd March.

At the meeting in May the Treasurer reported that a Business Grant of £10,000 had been obtained on behalf of the Café and further grants of £2,460 had been obtained for providing meals for the vulnerable.

Pete gave an update on the Café at the June PCC meeting and confirmed that the Café had been successful in obtaining a further grant, in conjunction with the Hub in Kingsway, to provide meals for children who qualified for free school meals.

Children and Youth Work

Sas (McConville) was furloughed from April until the beginning of September when she started working two days a week. She and Rob (Kophamel) presented reports on their work at the September meeting and outlined how they wished to continue to provide support for those in the church and the community.

Pastoral Update

Estelle Byrne gave pastoral updates to the PCC members at the meetings in May and June.

Staffing

Pete reported to the January meeting that Mary Webster would finish as Lettings Coordinator at the end of January and that Jenny Davies had been appointed as her successor. He also informed the meeting that Ben Tait had resigned as Church Cleaner and that Liz Durnford had been appointed as his successor.

Pete informed members of the PCC at the June meeting that Fiona Prichard would be retiring as Bookkeeper from the end of September and David Hollins had been appointed to replace her.

Pete informed members of the PCC at the September meeting that Sas, who had been furloughed since April had started working two days a week from the beginning of September. He also said that Sarah Batchelor had started training for ordination and so would become a member of staff in order that she could learn about the workings of the church.

Pete informed members of the PCC at the October meeting that Liz Durnford had resigned from her roles as Church Cleaner and Café Cook. It was agreed that the appointment of a successor would be delayed until after the Covid-19 crisis.

Fabric

Peter Webster gave a fabric update to members of the PCC at the June meeting and explained how the church had been adapted in order to allow social distancing.

Building Project

A small team of church members led by Ruth McKew had been appointed in 2019 to investigate improving the church building. An architect had been approached with a view to drawing up some initial plans. Ruth gave an update on progress on behalf of the Building

Group to the PCC meetings in January, February and May. The architect had come up with several ideas which needed to be condensed down in order to present 2 or 3 ideas to the church family. However, caution in proceeding any further was urged at the meeting in May because of the changing requirements of social distancing. No further discussions took place during 2020.

Church House Party

It was not possible for the House Party to go ahead in 2020 due to the Covid-19 crisis. It was agreed at the May PCC meeting that people who had paid deposits (or in full) to go to the house party be offered the choice of either their payment being kept as a deposit for the 2021 House Party, or their payment being donated to Cloverley Hall or having their payment refunded.

Hall Lettings

Pete informed PCC members at the September meeting that the church hall was being rented out to the AA Group as it was regarded as beneficial to the mental health of the group. The issue of renting out the hall to other users was discussed but it was agreed that hall lettings to all other groups/individuals should be put on hold until the New Year when the situation could be re-evaluated.

Sub Committees

At the November meeting Pete proposed that the organisational structure of the church be reconfigured. There was a discussion regarding Pete's proposal and it was agreed in principle to reconstitute the small groups of the PCC.

Other Decisions Made in 2020

- It was agreed at the meeting in January not to sell a strip of land in the church garden, as requested by a neighbour.
- It was agreed at the PCC Away Day in February that software called Church Suite be subscribed to for a minimum of 12 months.
- It was agreed at the February meeting that payroll be outsourced to KBH Accountants.
- It was agreed at the February meeting that 20 red chairs would be put on free cycle to give more room in the church.
- It was agreed at the November meeting that Operation Christmas Child would no longer be supported as a charity initiative by the church.
- It was agreed at the November meeting that CDs costing £1 each be bought and sent to certain members of the Parish instead of sending Christmas cards.

World Mission Committee Report

Currently St Michael's is supporting mission, often with agencies who in the past supported our folk when they went overseas. Much prayer and deliberation has gone into finding people whose ethos fits with our thinking.

We remain a praying group for many mission organisations. Especially our prayer is for those who might seek to work outside of our parish in mission work in either the UK or Overseas.

These are the folk we support:

Hugo and Techí Vergara who are currently supporting the Bishop of Northern Argentina, Nick Drayson, in work with urban churches in Salta, Tucumán and Jujuy. Hugo and Techí have had connections with St Michael's since the 1990s, and have visited on several occasions – most recently in 2017. In 2008 a team from St M visited to help with work in Salta. Hugo has stepped down from the leadership of San Andrés in Salta (now pastored by a team of three), but continues to work with Príncipe de Paz, the first congregation he established in Salta, and in counselling couples from across the diocese. Hugo and Techí work under the auspices of CMS.

Kanat Kalmakiev is currently studying for his PhD with Oxford Centre for Mission Studies, whilst on study leave from the International Fellowship of Evangelical Students (IFES). He wants to gain formal theological training to strengthen his ability to grow new leadership in Kyrgyzstan where he lives. He is also serving as a part-time regional coordinator for Langham Preaching West Asia. He is married to Eliza and they have 2 primary aged children.

Jonathan and Helen were originally members of St Michael's before moving south to Bristol and then serving overseas with Interserve. Currently Helen is Country Team Leader for Interserve in Great Britain and Ireland and also teaches English as a foreign language. Jonathan is CEO for inHope a Bristol project offering food, shelter, hope and support to the most vulnerable in the community.

Margaret Gordon is an Interserve partner working with the homeless in Kyrgyzstan. Margaret, a nurse, has set up and co-runs a charity, Fountain of Life, for the homeless in Bishkek, providing holistic care – physical emotional and spiritual. The next step is to open the hospice which they have built, for palliative care for the dying homeless. Palliative care is a new concept for that country.

Matt and Andrea Vaughan are Interserve partners working in Communications and Education. Currently stuck in the UK, but with a home in Kuala Lumpur, they have a need for long term visas to create stability for their family. Matt is Interserve's International Communications Officer and Andrea is involved at Rocklin International School. They both hope to be involved with outreach ministry. They have 4 children.

Fane Conant (former curate at All Saints when St Michael's was its daughter church) is a gifted Evangelist. He has led 4 missions a year to the countries of Eastern Europe (mainly self-funded) bringing the message of the gospel to over 1,000 people each year. He also prays for more opportunities to speak in the UK.

Olive Frost is a Christian Encourager. A member of St Michael's for many years, she's now pioneering in North Wales. Initially trained in Obs and Gynae and Public Health, after retirement Olive has travelled extensively in the 'Stans' mainly associating with young medical students and doctors – teaching, visiting and encouraging their Christian faith.

Stephen serves with a regional ministry, advising, assisting, advocating for and equipping Christians who face pressure on account of their faith. From early 2020 he became Director of SIM Middle East, overseeing the development of SIM's mission work in the region, in partnership with local churches. 2020 has been frustrating as he has not been able to travel. He kindly preached to us, online, in April as his visit was cancelled. He and his grown up family are now based in the UK.

St Michael's also supports **CSCW** (Chester Schools Christian Work), and also send smaller amounts to the following charities, both national and local, once per year: The Bible Society, Church Pastoral Aid Society, The Simeon Trust, Care, Home for Good, Tear Fund, Hospice of the Good Shepherd, Street Pastors - Chester West, Night Church, Chester Aid to the Homeless, Five Talents, Langham Partnership, and Open Doors.

During 2020 the World Mission Committee (Alan and Judith Lowe, Alison Pantony, Anna Newton, Anne Stockdale, Jenny Toan, Lewis Rees, Martin Smith, and Mary Webster) was able to meet less often (Jan and March) but moved to meeting on Zoom in November. On January 19th 2020 Olive preached and we organised a World Mission Sunday, complete with lunch catered by the Committee, and a quiz. After lunch, with the children doing activities organised by a team from WEC, there was a Question Time Panel chaired by Pete Rugen. The panel members were Anne de Reybekill, Chris and Liz Blunt, Bob and Pam Toan and Jonathan and Jayne Price, all of whom had served overseas and been sent by St Michael's. It was a most successful event and much appreciated.

On 2nd June we had an open Zoom event for St Michael's so that Estelle Byrne could report back on her work in Kazakhstan for 2 weeks from 15th June 2019. The World Mission Committee provided support for her airfare. Olive had provided the initial contact, though many years ago a Kazak girl had been accommodated with the Byrnes, also through contact with Olive. When Mick joined Estelle for 2 weeks of holiday in the country, they were able to meet up with this family. Estelle's brief was training speech therapists - through the work of Green Pastures, associated with People International. She stayed with the manager, Jenya and his family. His wife, Madina, translated both the slides in advance and the actual teaching. Estelle had asked for prayer for the way that this worked and that she would be able to set the training at the right level for the benefit of the teachers being trained and for

the children involved. The evening was fascinating as there were many slides of both the training and of the country itself. There was also opportunity for questions.

Anne Stockdale

Children & Families Report

What a year! Although it has been a very different year, it has certainly given plenty of time for pause and reflection. God has continued to be faithful in the ministry to the church's children and families and he has given many opportunities to share Christ in our local community.

At the beginning of the year, we rebranded the children's groups and had a shuffle round of leaders. The groups are known as Fireflies, Little Sparks, Sparklers and Flames! 226, the monthly group for years 2 – 6 re-started and school friends of the children came along. An encouraging relationship was formed with the Firs School, starting a conversation about how we as a church can support them as one of the schools in the parish. Open the Book assemblies started back in Newton School. On the 14th Feb we saw many of our children and young people gathering for an extended evening of screens; this was organised to enable parents and carers to take some time out for the evening. The children across all groups gathered for an 'All In' celebration to mark the start of Lent, along with the launch of the Share the Love devotion and pancake party at Foxhill.

Due to the Pandemic, Sas was furloughed from April 2020. Over the summer term weekly videos went out as part of the Sunday services. Trying to keep families connected and checking in and new ways of supporting families "virtually" emerged as we all adapted to life in Lockdown, home schooling and working from home. Over the summer months, we launched crafts, stories and activities for all ages to enjoy, with some of the Sunday group leaders producing the videos.

In September Sas went to part-time furlough. Over the weekend of October 31st, the Light Trail saw 50 families taking part in an organised walk around the parish visiting light stops displayed in the windows of local houses and church members' houses.

In the autumn term, Mossy Church began - a new way of gathering pre-school and primary-aged children (and parents) outside for a time of creative worship. Activities included a harvest celebration, bread making, willow weaving, Bible stories and crafts. Over the autumn term, the focus was on remaining connected with church families and families known to us in the local community, local schools and CSCW. This included the production of virtual RE Lessons which were sent to Newton School to use as part of their lessons.

Over the Christmas period we were able to work alongside Ruth at the Café and the KANRA Hub helping to contribute towards the Christmas hampers going out into families in need.

We liaised with the Hub to plan and advertise the Christmas light trail in which 35 local and church families took part, along with three local schools.

Over the Christmas period, there were opportunities to reflect and gather online. Many members of our church family were involved in different ways - singing, drama, dance even the green screen! Christingle packs (including a DIY kit to encourage families to join in with the national Christingle Service online) went out to 50 households, including 20 of the local Cubs.

I would very much like to take the opportunity to say a sincere and heartfelt 'thank you' to the PCC and our church family for their support over the past year.

Sas McConville

Toddlers / Little Tykes @ St Mikes Report

The year started well, with new local families signing up to Little Tykes through contact with the café and social media. A new data form and registration process was created to keep in line with GDPR guidelines. Due to Covid and the Church of England guidance, we closed our doors in March 2020. Over the year the focus has been to keep in touch with families through the Facebook group as well as connecting with local families and childminders whilst on walks and in the local parks, embracing the opportunity to connect through shared experience! A big thank you goes out to the team of faithful volunteers who have served on the team for many years and who have continued to pray for the families whilst our doors have been closed.

Sas McConville

Youth Report

At St Michael's Church, we have an absolutely incredible community of young people who have mostly been keeping connected with us and each other through the difficulties that 2020 brought. I'd like to begin by thanking the young people for all the ways that they have been keen to get involved and stuck in, not only in the youth programs but for their creativity, commitment and input into church life as a whole. It's a privilege to see them personally growing deeper in their relationship with the Lord as we journey alongside them. We look forward, as a church, to further utilising the gifts, abilities and passions of our young people as a vital part of our church family and to further allow their voices to be heard and their input appreciated.

A huge thank-you to everyone who has helped with the church's ministry to the young people through 2020. It's been the most strange and difficult year, so your commitment,

service, passion and love for our young people is really appreciated. Thank you to those who have been praying and supporting behind-the-scenes, and to everyone who has been sending in videos for services. You all know who you are, and you're all wonderful!

January - March (Before Lockdown #1)

- **Sunday Mornings**
Pathfinders format changed to allow the Younger Youth (11-14s) their own space.
Older Youth initiative to help them integrate into main service continued.
'Serve Sunday' initiative continued to encourage young people to serve in church life.
- **Thursday Evenings**
Weekly discipleship group at Rob and Ems for Older Youth.
- **Friday Evenings**
Friday Youth NYT youth group each week at church for all ages, with extra time for the older yps.
Youth engaged with YTHX each month (Chester-wide youth worship event).
- **Youth Weekend Away**
Seven young people came to Cefyn Lea for our Chester churches weekend away, organised by Chester Youth Workers.
- **Worship Creative**
In February half-term, we held a creative worship afternoon in church for young people.
- **Upton-by-Chester High School**
The Youth Room - Weekly lunch club teamed up with Upton Baptist and All Saints, Hoole.
Regular mentoring of a young person.
- **Other**
Continued meeting with Chester Youth workers most months (Continued online through lockdown).
Screens event for youth and children.
Some young people came to MCYC:Live (Termly worship event linked with the Summer camps).
Assisted Sas (McConville) with a lesson in Newton School (January).
Several young people involved with Wednesday Night Football, organised by Andy McConville.
Catch up coffees with Older Youth.

March - December (From Lockdown #1)

- **Online and In-Person Youth Work**
2x youth hangouts each week on Zoom, one for Younger Youth, one for Older Youth (Mar-July; Nov).

In-person youth hangouts when permitted (Sep-Dec).
 Mentored a young person when allowed in guidelines (Nov-Dec).
 Distributed gift bags to each young person in lockdown #1.
 Weekly worship nights on Facebook and Instagram live for church family (March-July; Advent).
 Youth worship creative afternoon (October).
 Increased activity on our youth Instagram account to connect with young people.
 Begun monthly, Chester-wide 'Growing Leaders Course' on zoom and in-person (September).
 Linked with Darren from CSCW for our Friday Night mental well-being sessions (Kintsugi Hope).
 Tried to include young people in wider-church activities (ie. worship band, videos etc).
 3 virtual quizzes for the church family (May, July, Christmas), each well attended.
 One young person attended a Zoom call with Bishop Mark.
 Involved with MCYC (Summer camp), encouraged young people to join us.
 Continued to connect with and update parents via WhatsApp.
 Parents now being sent recaps and encouraged to keep helping YP live out their faith at home (Oct+).
 Attended guidance update sessions by the National Youth Agency.
 Linked in with *Student Connect* (Chester Uni), and spoke at the CU in lockdown.
 Unable to link with the school since lockdown, occasional contact via email.

Website, Social Media, Technology, Other

- **Services**

Processed/edited and uploaded over 225 videos since March
 Facilitated the online services through the website and YouTube channel (March-Present)
 Hosted several Zoom services (June-July).
 Developed the live-streaming of services alongside Stu Davies (September), streamed weekly.
 Video recording for services through the year, such as filming day for Carol Services.
 Several CD copies of services produced each week (May/June-September; November-Present)

- **Website and Social Media**

Website regularly updated and adapted e.g. to help facilitate services.
 Regular posting on social media (Facebook and Instagram).
 Designed and produced graphics for website, social media, videos and streaming.
 Worked alongside Ken Ball and Stu Davies to initiate and set up ChurchSuite.

- **Share the Love (Lent Devotional)**

Worked with Sas to create a digital and printed lent resource for the whole church with

daily videos, images, verses and challenges. Launched at the Foxhill Pancake Party, uploaded each night.

- **Find Jesus (Advent Devotional)**

Created a digital advent resource for the church - 25 videos, 25 images, uploaded on social media.

- **Mill View Filming**

Filmed each school year from Mill View for their online nativity (December).

- **Other**

Assisted with DoubtSpace Podcast (Editing and uploading).

Begun Year 3 of the Northwest Gospel Partnership Course (September).

Rob Kophamel

TOGS Report

TOGS group is a St Michael's outreach weekly event arranged for the elderly of the Parish, meeting on a Wednesday afternoon at the Kingsway Community Café, excluding the Summer and Christmas holiday periods. There is a team of helpers led by Pam Black with Sue and Lewis Rees, Nan Austin, Sheila Gee and Tina Peters (who sadly left in February 2020 and had been a great support).

As will be appreciated the pandemic resulted in a difficult and uncertain year for us all. Not least the TOGS with the usual programme of events short lived and curtailed after only three weeks in early March. At that time there were increasing health concerns and an expected lockdown. There was optimism that the meetings could start again after a short while. Unfortunately, the situation in the Country deteriorated and the year passed with lockdowns and Social Distancing and it was never possible to make plans for a re-start; TOGS were made aware of the situation.

However, during the year team members kept in touch with the TOGS via telephone calls, birthday cards and special anniversary cards.

Sadly, in July one of our regular TOG members, Theresa Rose, passed away suddenly. Nan Austin and myself were able to attend the funeral at the crematorium.

The team and all involved including those providing transport and home-made cake makers are thankful to God for the privilege of serving Him in this way. I would like to thank them and all involved for their encouragement, friendship and on-going commitment.

Please pray for this outreach work and that the people of the Parish would know the presence of God and continue to be inspired to come to TOGS and the Church services when this once again becomes possible.

Praise be to God.

Pam Black

Safeguarding Report

Chester Diocese has an agreement with 'thirtyone:eight' formerly known as CCPAS (Churches Children Protection Advisory Service), whereby all child protection and safeguarding documentation goes online via them. I am 'Lead Recruiter' for St Michael's Plas Newton parish. I do not recruit people though, so I am still the 'Safeguarding Officer' for the church.

During 2020, there has been little activity over recruitment, as groups have mostly been online under either Sas or Rob and of course Pre-School had been closed in 2019. At times I, or I and Ali as my deputy, have been consulted, but it has been a quiet year.

DBS clearance is required for all leaders and helpers of the many children's and young people's groups, some adults in the Kingsway Café, some in the Music group and some others. Currently we have 59 adults with DBS clearance at St Michael's. I am also responsible for ensuring that certificates are renewed when applicable, usually every five years. There are a further 11 due for renewal as they are likely to continue as volunteers in person after the pandemic.

The recruitment process puts much emphasis on us as a church to ensure that we recruit the right people for the posts we need to fill. The DBS documentation is only a small part of this process.

Everyone recruited for 'work' whether voluntary or paid, which regularly involves children/young people and sometimes vulnerable adults, therefore now needs:

- a job specification supplied by the 'team that they will belong to'
- to be chatted with/interviewed – though this can be fairly informal
- to complete an application form
- to complete a self-declaration form
- to give 2 referees, if new to the post, which it is my role to follow up
- if the post is declared a 'regulated activity', then they follow and complete an online DBS (disclosure and barring service) form
- to show documents with proof of identity and current address to me for verification

After all that, I complete, online, the second part of the form where I enter all their verified ID. This is all checked online via 'thirtyone:eight' who forward it to the Government DBS department. Notification goes to the applicant and confirmation to ourselves.

Ali Gibbons is my deputy. Any concerns raised are dealt with by both of us and forwarded on if necessary. Updated safeguarding training for St Michael's took place in September 2019 with 2 well attended sessions, presented by Ali. With few indoor opportunities in 2020 there were no further training sessions.

If you want to look at the 'thirtyone:eight' website with its hundreds of pages covering every aspect of safeguarding it is: <https://thirtyoneeight.org/> so anyone can access it and read documents /watch videos etc.

Anne Stockdale

Pastoral Support Report

Galatians teaches us that we are to "carry each other's burdens, and in this way you will fulfil the law of Christ."

The Pastoral Care Support Team exists to offer loving support to the St Michael's church family. We recognise that the Coronavirus pandemic has been generating understandable anxiety in the general population, and that our church family is not immune from this either. Whilst we are unable to meet all the needs of the congregation, we can offer a listening ear, some gentle words of support via the telephone, and where appropriate pray along with and for that person. The team members have shown themselves to be faithful and consistent in their support of many people, both in and outside of church.

Throughout the past year the Pastoral care support team has kept closely in touch through WhatsApp, which has proved invaluable as an immediate and effective way of sharing prayer and practical support needs. We have also held regular Zoom meetings to review the current support needs and pray as a group.

It has been evident too that the wider church family also very much want to be involved in supporting each other, therefore another WhatsApp group called "St Michael's family prayers" has started, along with one for everyday chat, to just keep in touch about all sorts of things and to simply strengthen our connections with each other and keep relationships going when we don't see each other face to face.

It has been so encouraging to see examples of that loving care practised in all sorts of ways from St Michael's through the pandemic. Meals have been produced by the Café team and delivered to isolated people, school packed lunches have been produced at the café for children in the community in holiday periods, shopping and prescriptions have been collected and delivered. Treats boxes have been funded and delivered to home schooling children and their long-suffering parents, and chocolate and spiritual encouragement given to our NHS workers.

We have missed seeing each other on Sundays and so for a time we had meet ups in the park when we were allowed to, and Keep in touch groups were formed between differently aged members of the congregation. More recently there has been organised Zoom conversations after the Sunday service too. All this helps keep us united as a church family,

and I know we are all looking forward to being able to share learning and fellowship again inside the church building.

Estelle Byrne

HR Report

Pensions

St Michael's has continued to comply with new Government regulations regarding Workplace pensions.

New employees have been supplied with written information regarding their rights towards a Workplace pension, advising them of the options available, and that St Michael's have nominated NEST to administer funds paid into their pension scheme.

The pension provider nominated by St Michael's is National Employment Savings Trust, (NEST), who is a Pensions Regulator approved scheme; they will invest monies paid into the pension scheme, and at the appropriate time make pension payments to our employees.

We have completed our Declaration of Compliance to The Pensions Regulator, which notifies them that St Michael's have met their legal duties, which includes paying monies over promptly together with keeping accurate records.

Letters have been issued to current members regarding increase in pension contributions in accordance with current legislation

Human Resources

Contracts have been prepared for current employees, which include new legislation regarding workplace pension, and to clarify regulations not previously included in their contract of employment.

Payroll

Assistance, advice together with cover has been ongoing through the year to the payroll department.

Dave Ash

Health and Safety Report

Pete Rugen signed and approved the H&S Policy.

Covid-19 risk assessments were prepared for Church services, the Cafe and Mossy Church. In the Church, hand sanitizers and disinfectant have been provided and the toilet locks have been changed to limit one person at a time. In the Cafe, hand sanitizer has been provided and a screen has been erected at the counter.

Annual inspection of portable fire extinguishers was undertaken.

Annual gas safety checks were undertaken in the Church and the two houses.

Annual portable appliance testing was undertaken in the Church and Cafe. In the Cafe, the microwave was condemned and the wiring to the power points on the counter was modified to meet the regulations.

The congregation was reminded of the Fire Evacuation Procedure.

A 'No Smoking' sign was fixed to the shed door.

No accidents have been reported in the Church accident book.

An emergency light was installed in the customer toilet in the Cafe.

A review of the Cafe fire risk assessment was undertaken.

The fire action notices in the Cafe were updated.

Rod Pirie

Fabric Report

No main projects have been undertaken due to Covid-19 and some holding off due to possible building projects.

The usual repairs were carried out plus the work for safe COVID-19.

The inside front wall of the church was repainted by a member of the congregation.

Toilets

- The basin taps in the Gents toilet were replaced and leaks in the wastes in both toilets were repaired.

- The bad odour in the Gents was eventually traced to the vacuum breaker which had failed open, and this was replaced.
- The cistern overflows in the Ladies had broken and had to be rebuilt.

Heating

- A blockage in the pilot light in the hot air boiler required work to clear it as spares are not available.

Roofs

- Tiles were lost off the hall roof in a storm and these were replaced and ridge tiles fitted to the north west hip.
- Scaffolding used was not removed for three months due to Covid-19.
- The leak under the window sill at the back of church had recurred and the void was filled with polyurethane foam.
- A leak in the flat roof of the link church/hall was traced to a crack in the sealing of the felt and filling this has cured the problem for now.
- The flat roof is now thirty years old and is likely that major expense will be required soon.
- The lead on the roof was remarked with “Smart Water” at the request of our insurers.

COVID-19

- The locks on the outer toilet doors were replaced to make it possible to lock the door from inside, to permit one person at a time.
- Five auto dispensers of hand sanitizer have been installed. Sprays of “Optizil”, a confirmed COVID-19 disinfectant were obtained for surface cleaning.

Café

- The last two lights have been converted to LED, and the light in the customer toilet has been changed for an LED emergency light, as the room has no windows.
- A lighting fault was corrected by an electrician.
- The kitchen has been reorganized with all the major items on shelves at eye level, providing more worktop.
- The water heater in the staff toilet has been replaced and also the hot water to the hand wash basin has been fitted with a temperature control unit.

- Two power points have been fitted to the counter, fed through a fused spur.
- The floor has been sanded and revarnished, and a walkway from the door to the till fitted.
- For COVID-19 wall mounted hand sanitizer dispensers were fitted and a plastic screen installed in front of the till.
- The wall ventilation fans work well but the solenoids operating their shutters are burnt out, and the manufactures cannot provide spares.

Houses

- The only major work done on the houses was a new double-glazed window fitted to the downstairs front window at Mannings Lane.

Thanks to all those involved in the work carried out.

Peter Webster

Garden Report

A year of imposed lockdowns has meant that neither garden working parties nor a formal lawn-mowing rota were possible for almost all of 2020. Even so, a big thanks must go to the volunteers and secret gardeners who took upon themselves the responsibility to keep the grass mown, mowers serviced, fences painted, gates repaired, hedges trimmed, roses pruned and flowerbeds flowering. You know who you are; thank you one and all!

Some work has continued toward creating an outside space that is more sustainable and wildlife friendly, yet still accessible and practical to maintain. As far as possible, hedges and shrubs have been kept to a manageable height, and flower beds weed free and furniture usable.

2021 will be my last year of service as garden coordinator. I would take this opportunity to thank all of those people who've given freely of their time, energy, enthusiasm and encouragement in maintaining and improving this valuable resource that very few churches in Chester are fortunate enough to possess. Again, thank you one and all!

Les Ellison

Kings Way Café Report

Tina Peters was Café Manager until she retired on 28th February 2020. During February I volunteered at the café one day a week until 24th February where I spent the full week learning the ropes from Tina (still volunteering) and on Friday 28th February after the café shut for the day, we had a small celebration for Tina on her retirement.

I took over as Café Manager on 2nd March and on 17th March we had to close due to COVID 19 and the first lockdown. On Saturdays during the lockdown and until 11th July Liz (Durnford) & I were doing cooked meals for the vulnerable which were distributed by Estelle Byrne & Pete Rugen each week to approximately 25 people.

During the first lockdown I cleaned the kitchen thoroughly, put in shelves to lift toasters & Microwaves off the counter top to give a better working space. I have had the customer toilet decorated including a vinyl floor (we had some left over so the staff toilet also has vinyl flooring). But since decorating the toilet we have a leak in the flat roof, I am still waiting for information on when this will be repaired. The café tables have been sanded and varnished by a volunteer and the whole of the café floor was also sanded and varnished. We have also had a vinyl walkway put in from the front door to the counter and along the counter front.

I bought a card machine and tablet so that we are able to take card payments; everyone is getting used to it. Due to the COVID 19 we opened up as a takeaway on 18th May with seats outside for people to sit at if they wanted to.

During the summer holidays we did packed lunches each week day as well as takeaway, for 4 weeks in conjunction with the Hub which was for children less fortunate. We did approximately 25 per day.

The Café reopened inside on 16th October with all the correct procedures in place including a plastic screen around the till area, washable menus, tables spaced out giving room around them (so less tables in use at the moment)

During October half term the church family kindly donated towards packed lunches once again and we had enough money to cover the school holiday before Christmas and February half term 2021.

Liz Durnford left the café on 30th October to start a full-time job as a bus driver. Then on November 5th the café had to shut due to lockdown 2, we reopened on 3rd December doing Wednesday to Saturday, then the week prior to Christmas we opened up to Christmas Eve, and have not yet reopened.

The volunteers that I had pre COVID 19 were very helpful as I was still learning the ropes of how the Café ran and what goes on every day, although some days we are short of volunteers.

Thank you, St Michael's, for all your support.

Ruth Richards

Finance Report

In order to comply with accounting regulations, we are required to state how much the Trustees donate to the charity, as a total not individually. Services provided free of charge by volunteers should be shown but, due to the difficulty in reliably measuring these, they have not been included in this year's accounts.

Overall giving to the church increased to £172,106 (Previous Year £165,322 excluding £17,295 legacy donation). Tax efficient giving to the church increased significantly to £138,014 (PY £123,318) while other church income declined due the reduction of people at services in response to government restrictions during the pandemic.

Kings Way Café was significantly impacted by the pandemic and after March was forced to close or offer only a take away service. Support was given through the Job Retention Scheme and Business Continuity Grants which minimised the deficit to £3,852 for the year after donations.

After taking into account transfers to other funds the overall net deficit for the year is £6,661 (Previous Year £25,683).

Reserves

In line with guidance from the Church of England it is the policy of St Michael's to hold reserves and to disclose its reserves policy, which is reviewed and approved by the PCC each year. For operational purposes we take these reserves to be net current assets, as these are realisable within one month.

As Mission, Youth Worker and Cafe are restricted funds their reserves cannot be used to support the activities of other funds. In contrast, General Fund reserves may be used to support any of the PCC's activities.

Our reserves policy is to hold sufficient reserves in the General Fund to cover the following costs, where they are not covered by the amounts in the relevant restricted fund:

- A maximum of 4 months and a minimum of 2 months employment costs of church staff.
- The quarterly rent payment plus 2 months employment costs of Kingsway Café.
- Any outstanding commitments made to Mission Partners at the end of the year.
- Any outstanding contracted financial commitments at the end of the year.

Any General Fund reserves over the maximum may be invested by the PCC for longer term strategic planning, growth and development such as, but not limited to:

- a) Funding building and fabric initiatives.
- b) Funding future staff to work in the paid ministries of St Michael's.
- c) Funding the purchase of staff accommodation.

At the end of 2020 the maximum and minimum General Fund cash reserves required as well as the actual cash reserves held are as follows:

Maximum reserves: £32,316

Minimum reserves: £20,406

Actual reserves: £83,532

Governance and Internal Control

Charity Law 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 surplus or deficit of the charity for that period. In preparing those financial statements, the trustees have:

- Selected suitable accounting policies and applied them consistently.
- Made judgements and estimates that are reasonable and prudent.
- Prepared the financial statements on a going concern basis.
- Stated whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements.

The Trustees have overall responsibility for ensuring that the charity has an appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- The charity is operating efficiently and effectively.
- Its assets are safeguarded against unauthorised use or disposition
- Proper records are maintained and financial information used within the charity or for publication is reliable.
- The charity complies with relevant laws and regulations.

Risk Management

Four categories of risk are considered - Financial, Reputational, Statutory & Legal and Operational. These are considered separately below.

Financial - Theft and Fraud are the most common sources of financial risk. Theft is certainly possible but the impact is regarded as minimal. Cash is only on the premises for a short time before banking and is kept in the safes. Portable electrical equipment is security marked and the office is alarmed. All lead is marked with Smartwater and where possible replaced with a non-metal alternative. Any loss through theft is covered by insurance but we must exercise a certain discipline in ensuring proper procedures for locking up the Church/Hall. Our level of insurance cover is based on Church of England guidance using one of the two policies assessed by them as suitable and sufficient. Fraud is regarded as low risk but the impact could be significant. We follow Charity Commission guidance and have the higher tier Independent Examination of the accounts and internal controls are in place for the handling of cash and the authorisation of cheque and internet payments.

Reputational - This is difficult to foresee and could be caused by inappropriate individual behaviour, by unacceptable use of Church or church controlled premises. With our Mission work going out into the local community we could be more vulnerable and the impact on our work considerable. Our only defence is our own vigilance and church members should be aware of this need. If they have any concerns, they should pray for guidance and discuss the issue with Clergy or Wardens.

Statutory and Legal - The church has a responsibility to its Clergy, employees and to the public to meet the requirements of the Health and Safety, Charities, Child Protection and Employment legislation. The church insurance has adequate Employee and Public Liability Cover, which also covers authorised volunteers. This insurance also covers us in the event of compensation claims. In the event of a case, which could lead to a fine or other penalty, the legal costs may be covered but nothing else. We have an active Child Protection policy and Health and Safety policy.

Operational - Operational Risks are those which damage our ability to meet our objectives. The most likely risk is damage to the buildings such that they cannot be used. Much of the financial risk would be met by insurance, but we have considered how we would meet our responsibility to provide a place of Worship, to provide a place for the Older Group, for the Youth and Toddler groups and for the outreach of the Kings Way Cafe if any of the premises were unavailable. An alternative for St Michael's church would be to meet at Newton School. In the event of major damage to Kings Way Cafe an alternative location was considered unlikely at the last review. The premises are leased from Chester City Council and insurance would cover replacement of fixtures and fittings. In respect of all premises, we have considered how we would communicate with members and the community.

Phil Roberts A.C.M.A.

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL FOR THE YEAR ENDED 31ST DECEMBER 2020

I report on the accounts of the Trust for the year ended 31st December 2020 which are set out on pages 25 to 36.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 43 of the 1993 Act);
- follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of
- 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 41 of the 1993 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of thehave 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.

**W Baines FCCA
Bayliss Baines Limited
Chartered Certified Accountants
29 Chester Street
Wrexham
LL13 8BG**

Dated : 20th April 2020

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2020

INCOMING RESOURCES		Unrestricted General	Restricted Mission	Restricted Youth Worker	Restricted Curate's House	Restricted Kings Way Café	TOTAL 2020	TOTAL 2019
Income from:	Notes	£	£	£	£	£	£	£
Donations and legacies	2(a)	152,115	11,573	4,901	-	22,656	191,245	182,617
charitable activities	2(b)	21,790	-	-	-	-	21,790	31,251
Other trading activities	2(c)	278	-	-	-	24,234	24,512	113,429
Investments	2(d)	237	-	-	-	-	237	475
Total income		174,420	11,573	4,901	-	46,890	237,784	327,772
Expenditure on:								
Raising Funds		387	-	-	-	-	387	1,278
Charitable Activities		128,769	24,355	40,192	-	50,742	244,058	352,177
Total Expenditure		129,156	24,355	40,192	-	50,742	244,445	353,455
Net income/(expenditure) before investment gains/(losses)		45,264	(12,782)	(35,291)	-	(3,852)	(6,661)	(25,683)
Transfers between funds		(55,132)	14,004	37,743	-	3,385	-	-
Net movement in funds		(9,868)	1,222	2,452	-	(467)	(6,661)	(25,683)
Reconciliation of Funds								
Fund balances brought forward		197,755	50	(1,132)	95,000	3,383	295,056	320,739
Fund balances carried forward		187,887	1,272	1,320	95,000	2,916	288,395	295,056

There is no material difference between the reported results for the year and the historical cost results.

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

**BALANCE SHEET
AS AT 31ST DECEMBER 2020**

	Notes	Unrestricted General £	Restricted Mission £	Restricted Youth Worker £	Restricted Curate's House £	Restricted Kings Way £	TOTAL 2020 £	TOTAL 2019 £
FIXED ASSETS								
Tangible Assets	5	109,438	-	-	95,000	425	204,863	213,659
CURRENT ASSETS								
Debtors and prepayments	6	9,173	311	1,320	-	1,389	12,193	11,982
Short Term Deposits		61,494	-	-	-	-	61,494	61,305
Cash at Bank and in Hand		16,398	961	-	-	1,551	18,910	17,598
		87,065	1,272	1,320	-	2,940	92,597	90,885
CREDITORS								
Amounts due within one year	7	8,573	-	-	-	492	9,065	9,488
NET CURRENT ASSETS		78,492	1,272	1,320	-	2,448	83,532	81,397
Total assets less current liabilities		187,930	1,272	1,320	95,000	2,873	288,395	295,056
TOTAL NET ASSETS		187,930	1,272	1,320	95,000	2,873	288,395	295,056
Funds of the Charity:								
Restricted Income Funds		-	1,272	1,320	95,000	2,873	100,465	97,301
Unrestricted Funds		187,930	-	-	-	-	187,930	197,755
TOTAL FUNDS	11	187,930	1,272	1,320	95,000	2,873	288,395	295,056

Approved by the Parochial Church Council on the 22nd April 2021 and signed on its behalf by:



Rev. P. Rugen

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

**Statement of Cash Flows
For the year ending 31st December 2020**

	2020	2019
	£	£
Net Movement in funds	(6,661)	(25,762)
add: Depreciation	8,796	8,797
Fixed asset additions	-	(14,277)
(Increase)/Decrease in Debtors	(212)	123
Increase/(Decrease) in Creditors	(422)	(6,114)
Net cash used in operating activities	1,501	(37,233)
Cash brought forward	78,903	116,136
Cash carried forward	80,404	78,903

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED THE 31ST DECEMBER 2020**

1. ACCOUNTING POLICIES

Basis of preparation of accounts

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice : Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102) issued on 16th July 2014 and with the Charities Act 2011.

Funds structure

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the church activities of the PCC. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants and legacies to the PCC are included in the SOFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either in control of the charity or have been met.

Rental income from the letting of the church hall and other properties is recognised when the rental is due.

Gift Aid receivable is included in income when there is valid declaration from the donor. Any gift aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Income from interest is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

Governance Costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent review and legal fees together with an apportionment of overhead and support costs.

Donated services

Services provided free of charge by volunteers includes working at the community café and maintenance of the church grounds. As it is difficult to reliably measure the time involved, these services have not been valued and included in the SOFA.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided on all tangible fixed assets calculated to write off the cost less a residual value over their expected useful economic lives as follows:

No depreciation has been provided on the properties owned.

Freehold Land and Buildings	nil	
Shop Improvements and Equipment	25%	Straight line basis
Equipment	25%	Straight line basis

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

2. INCOMING RESOURCES:

	Unrestricted General £	Restricted Mission £	Restricted Youth Worker £	Restricted Curate's House £	Restricted Kings Way £	TOTAL 2020 £	TOTAL 2019 £
2(a) Donations and legacies							
Planned giving:							
Gift Aid / tax efficient donations	120,031	10,050	4,376	-	3,557	138,014	123,318
Income Tax recoverable	25,238	1,503	525	-	341	27,607	28,150
Non Gift Aid donations	3,836	20	-	-	1,621	5,477	9,663
Open Plate Collections	1,010	-	-	-	-	1,010	3,880
Legacies	-	-	-	-	-	-	17,295
Grants	2,000	-	-	-	17,137	19,137	311
	152,115	11,573	4,901	-	22,656	191,245	182,617
2(b) Charitable activities							
Photocopying and magazine income	850	-	-	-	-	850	180
Fetes, bazaars, other fund raising events	-	-	-	-	-	-	301
Church hall and house lettings	17,677	-	-	-	-	17,677	21,772
Little Tykes@St. Mikes	-	-	-	-	-	-	-
Self Funded Youth Events	1,143	-	-	-	-	1,143	370
House Party Receipts	-	-	-	-	-	-	8,628
Insurance Claims	2,120	-	-	-	-	2,120	-
	21,790	-	-	-	-	21,790	31,251
2(c) Other trading activities							
Kings Way receipts	-	-	-	-	24,234	24,234	55,616
Fees	278	-	-	-	-	278	57,813
	278	-	-	-	24,234	24,512	113,429

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020**

2. INCOMING RESOURCES: (cont.)

	Unrestricted General £	Restricted Mission £	Restricted Youth Worker £	Restricted Curate's House £	Restricted Kings Way £	TOTAL 2020 £	TOTAL 2019 £
2(d) Income from Investments							
Interest	237	-	-	-	-	237	475
	<u>237</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>237</u>	<u>475</u>
TOTAL INCOMING RESOURCES	<u><u>174,420</u></u>	<u><u>11,573</u></u>	<u><u>4,901</u></u>	<u><u>-</u></u>	<u><u>46,890</u></u>	<u><u>237,784</u></u>	<u><u>327,772</u></u>

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

3. RESOURCES USED	Unrestricted Church Activities £	Restricted Mission £	Restricted Youth Worker £	Restricted Curate's House £	Restricted Kings Way £	TOTAL 2,020.00 £	TOTAL 2,019.00 £
<i>3(a) Cost of generating funds</i>							
Church magazine	387	-	-	-	-	387	1,048
Fetes, bazaars, other fund raising events	-	-	-	-	-	-	230
	387	-	-	-	-	387	1,278
<i>3(b) Charitable activities</i>							
Missionary and charitable giving							
Church Overseas:							
- Missionary societies & individuals	-	10,650	-	-	-	10,650	11,450
- Missionary Societies-Interserve	-	6,800	-	-	-	6,800	7,400
- Relief and development agencies	-	700	-	-	-	700	600
Home missions & other Church Societies	352	4,456	-	-	-	4,808	5,012
Secular Charities	-	1,600	-	-	-	1,600	500
Overseas visits	-	-	-	-	-	-	-
Ministry:							
Diocesan parish share	67,624	-	-	-	-	67,624	65,975
Vicars expenses	1,118	-	-	-	-	1,118	1,542
Vicarage	3,017	-	-	-	-	3,017	3,330
Curate's House, 13 Mannings Lane South	1,132	-	-	-	-	1,132	786
Curate-Youth Worker expenses	-	-	348	-	-	348	1,453
Youth Worker - Employment Costs	-	-	39,844	-	-	39,844	37,030
Youth Worker's House, 5 Devon Road	315	-	-	-	-	315	399
Church/Hall maintenance	3,482	-	-	-	-	3,482	2,908
Church/Hall running expenses	14,363	-	-	-	-	14,363	8,122
Upkeep of services	1,422	-	-	-	-	1,422	1,661
Upkeep of church grounds	1,146	-	-	-	-	1,146	226

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2020

3. RESOURCES USED (cont.)

	Unrestricted Church Activities £	Restricted Mission £	Restricted Youth Worker £	Restricted Curate's House £	Restricted Kings Way £	TOTAL 2,020.00 £	TOTAL 2,019.00 £
<i>3(b) Charitable activities</i>							
Children & Youth	1,197	-	-	-	-	1,197	2,978
Light Project Worker Costs	-	-	-	-	-	-	-
House Party Costs	-	-	-	-	-	-	10,704
Training and Conferences	1,285	-	-	-	-	1,285	1,026
Other Outreach & Support costs	1,033	89	-	-	-	1,122	1,474
Self Funded Youth Events	690	-	-	-	-	690	602
Cleaner's wages	1,939	-	-	-	-	1,939	4,113
Salaries, wages, honoraria	14,335	-	-	-	22,831	37,166	123,891
Rent	-	-	-	-	4,632	4,632	9,000
Other Kings Way running costs	-	-	-	-	20,244	20,244	28,641
Equipment depreciation	8,371	-	-	-	424	8,795	8,797
Computer costs, printing & stationery	2,705	-	-	-	217	2,922	4,531
Phone & stamps	1,528	-	-	-	574	2,102	2,069
Secretarial/book keeping/admin	-	-	-	-	1,713	1,713	4,042
Bank charges and legal costs	65	60	-	-	107	232	235
Independent Examiner's Fees	1,650	-	-	-	-	1,650	1,680
	<u>128,769</u>	<u>24,355</u>	<u>40,192</u>	<u>-</u>	<u>50,742</u>	<u>244,058</u>	<u>352,177</u>
TOTAL EXPENDITURE	<u>129,156</u>	<u>24,355</u>	<u>40,192</u>	<u>-</u>	<u>50,742</u>	<u>244,445</u>	<u>353,455</u>

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

4. STAFF COSTS

	2020 £	2019 £
Wages and salaries	78,674	161,975
Social security costs	3,325	7,487
	81,999	169,462

There were no employees who earned more than £60,000 during the year.

The average number of employees analysed by function was:

	Number	Number
Charitable activities	2	2
Furtherance of Charity's objectives	1	7
Management and administration of the church	1	1
	4	10

5. FIXED ASSETS

	Freehold land and buildings £	Equipment £	Kings Way improvements and equipment £	Total £
Cost				
As at 1st January 2020	192,500	56,908	17,970	267,378
Additions	-	-	-	-
Disposals	-	(1,208)	-	(1,208)
As at 31st December 2020	192,500	55,700	17,970	266,170
Depreciation				
As at 1st January 2020	-	36,598	17,121	53,719
Charge for the Year	-	8,372	424	8,796
Eliminated on Disposal	-	(1,208)	-	(1,208)
As at 31st December 2020	-	43,762	17,545	61,307
Net Book Value				
As at 31st December 2020	192,500	11,938	425	204,863

Included within freehold land and buildings is the land behind the church centre which was formerly part of "Pinetops" garden, purchased at £40,000 with funds from the development fund.

6. DEBTORS

	2020 £	2019 £
Income Tax Recoverable	6,496	7,163
Prepayments and Accrued Income	3,231	4,988
Other Debtors	2,467	(169)
	12,194	11,982

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

7. CREDITORS : AMOUNTS DUE WITHIN ONE YEAR

	2020	2019
	£	£
Trade Creditors	4,759	5,478
Independent Examiner Fee	3,300	1,650
Other Creditors	1,007	2,360
	<u>9,066</u>	<u>9,488</u>

8. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Restricted Funds	Total Funds	
	£	£	2020	2019
			£	£
Fixed Assets	109,438	95,425	204,863	213,659
Current Assets	87,065	5,532	92,597	90,885
Current Liabilities	(8,573)	(492)	(9,065)	(9,488)
Fund Balance	<u>187,930</u>	<u>100,465</u>	<u>288,395</u>	<u>295,056</u>

9. FEES, GRANTS AND EXPENSES PAID TO PCC MEMBERS & MEMBERS OF THEIR FAMILIES.

Fees and Grants			2,020	2,019
			£	£
Fees				
Mrs M Webster - Hall rentings co-ordinator (wife of Mr P. Webster)			312	1,859
Mrs J Davies - Hall rentings co-ordinator (wife of Mr S. Davies)			1,607	-
			<u>1,919</u>	<u>1,859</u>
	Number	Number	Total	Total
	2020	2019	2,020	2,019
Expenses			£	£
Travel and hospitality expenses	2	2	467	780
Phone and internet expenses	2	2	808	1,380
	<u>3</u>	<u>3</u>	<u>1,275</u>	<u>2,160</u>

The total donations made by the PCC members during the year was £38,011 (2019 - £46,415)

10. FINANCIAL COMMITMENTS

At 31st December 2020, the charity has annual commitments under non-cancellable leases as follows:

	2020	2019
	£	£
Equipment		
Expiry Date		
Three to five years	1,201	4,284
One to two years	1,679	672

PCC OF THE ECCLESIASTICAL PARISH OF PLAS NEWTON ST. MICHAEL

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2020

11. STATEMENT OF FUNDS

	At 1st January 2020 £	Income £	Expenditure £	Transfers £	At 31st December 2020 £
General Reserve	197,755	174,420	129,156	(55,132)	187,930
Total Unrestricted Funds	197,755	174,420	129,156	(55,132)	187,930
Mission Fund	50	11,573	24,355	14,004	1,272
Youth Worker Fund	(1,132)	4,901	40,192	37,743	1,320
Curate's House Fund	95,000	-	-	-	95,000
Kings Way Fund	3,383	46,890	50,742	3,385	2,873
Total Restricted Funds	97,301	63,364	115,289	55,132	100,465
Total Funds	295,056	237,784	244,445	-	288,395

The General reserve represents the free funds which are used for church activities.

The Mission fund was set up to support mission activities and partners serving outside St. Michael's Church, either in this country or outside the U.K.

In the event of having more funds than required to support any individual mission partner, any excess funds will be used to support the mission activities of St. Michael's. This will not be for the general use of the PCC.

The Youth Worker fund was set up to fund the employment, activities and expenses of a youth worker and as such forms part of the mission and outreach of St. Michael's Church, to young people. Any unused funds will be put to the general purposes of the Parochial Church Council. The Youth Worker fund was previously named the Youth Pastor fund.

The Curate's House fund is to provide a house for a curate. Any surplus funds will be transferred to the general funds of the PCC.

The Kings Way fund is to provide funds to help run a community internet cafe in the Kingsway shops. The principal aim of the Kings Way Community Cafe is to engage with and provide a means of outreach and support to the community based around the Kingsway shops and estate.

Mission Giving

FOR THE YEAR ENDED 31ST DECEMBER 2020

	£	£
Interserve		
Jon and Helen Lees	3,400	
Matthew Vaughan	3,400	6,800
Church Overseas		
Hugo and Tetchi (SAMS)	2,800	
Stephen Judson (SIM)	3,000	
Kanat Kalmakiev	2,000	
Margaret Gordon-Central Asia	1,400	
Fane Conant	500	
Open Doors	500	
WEC	250	
Langham Partnership International	200	
Olive Frost	-	
Ali Jones (Uganda)	-	
Estelle Byrne (Kazakhstan)	-	
Member Care	-	
Andy & Kath Harrison (China)	-	10,650
Home Missions		
CSCW	2,920	
UCCF	-	
CPAS	500	
Street Pastors	450	
CARE	800	
Night Church Chester	400	
Home for Good	300	
Bible Society	250	
Simeon Trust	200	
Church Army	-	5,820
Relief and Development Agencies		
Tear Fund	500	
Five Talents	200	700
Secular Charities		
Hospice of the Good Shepherd	1,300	
Chester Aid for the Homeless	300	1,600
Less Brought forward		(1,364)
Total Missions giving		24,206
Training Courses		-
Travelling Expenses		89
Bank Charges		60
		24,355