

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARGARET, BURNAGE

England & Wales · Charity number 1132549

## Details

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Other names	PAROCHIAL CHURCH COUNCIL OF ST MARGARET'S CHURCH, BURNAGE
Status	Registered
Legal form	Previously excepted
Registered	2009-11-07
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Website	<a href="https://stmargaretsburnage.org.uk/">https://stmargaretsburnage.org.uk/</a>

## Activities

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

**Activities:** Church of England parish church serving the community of Burnage.

## Classification

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

## Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Manchester City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£152,254	£171,572	-	-
2024-12-31	£162,100	£166,353	-	-
2023-12-31	£163,874	£175,577	-	-
2022-12-31	£160,088	£168,983	-	-
2021-12-31	£147,656	£131,524	-	-
2020-12-31	£180,866	£141,201	-	-

## Trustees

Name	Role	Appointed
<b>DUNCAN ROBERT STANSFIELD ACII</b>	Chair	
ANGELA STANSFIELD ACA MSC		2017-04-24
Helen Hardy		2024-04-25
JANE FRANKLIN		
Keith William Chalk		2026-04-26
MARK STANSFIELD BA ACA		
MRS CATHERINE IDDIN		
Matthew Calladine		2016-11-03
PETER MILLER		2011-05-16
Patricia Ruth Massey		2023-05-15
RUTH MILLER BA BSC		2011-05-16
Robert Andrew Foulkes		2014-04-28
Thomas Andrew Musgrove		2023-04-23

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# Accounts

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**Parochial Church Council of St Margaret, Burnage**

**Financial Statements for the Year Ended 31 December 2025**

**Charity Registration Number 1132549**

Governing Document: The trustees are incorporated as a body

Incumbent: Revd. M Calladine  
The Rectory  
250 Burnage Lane  
Burnage  
Manchester

Trustees:  
Mr A Foulkes  
Mrs J Franklin  
Mrs H Hardy  
Mrs C Iddin  
Mr P Miller  
Mrs R Miller  
Mr T Musgrove  
Miss K Palmer (until April 2025)  
Mr C Rogers (until April 2025)  
Mrs A Stansfield  
Mr D Stansfield  
Mr M Stansfield

Bankers  
CAF Bank  
25 Kings Hill Ave, West Malling, Kent, ME19 4JQ  
Barclays  
Longsight Branch, Stockport Rd, Manchester  
CBF Church of England Deposit Fund  
80 Cheapside, London, EC2V 6DZ  
Alliance & Leicester Commercial Bank  
62 Hagley Rd, Birmingham, B16 8PE

Independent Examiner: Lauren Dawes ACA

## Annual Report for the year ending 31st December 2025

### BACKGROUND

St Margaret's Parochial Church Council has the responsibility in co-operation with the incumbent, Rev. Matt Calladine in promoting the following:

Together we aim to: "Worship God, grow in the Spirit, proclaim Jesus and serve the world."

It also has responsibility for the maintenance of St Margaret's Church, Parish Centre and grounds.

### MEMBERSHIP

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During 2025 the following served as members of the PCC and attended as follows:

#### Incumbent

Rev. M Calladine	Jan to Dec	7 out of 7
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#### Wardens (elected annually)

J Franklin	Jan to Dec	6 out of 7
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C Rogers	Jan to April	2 out of 2
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#### Representatives of Deanery Synod

RA Foulkes	Jan to Dec	6 out of 7
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M Stansfield	Jan to Dec	7 out of 7
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#### Elected members for 3 years (1/3rd of membership elected each year)

##### From January to December 2025

H Hardy	Jan to Dec	7 out of 7
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C Iddin	Jan to Dec	7 out of 7
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PR Massey	Jan to Dec	6 out of 7
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P Miller	Jan to Dec	7 out of 7
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R Miller	Jan to Dec	6 out of 7
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T Musgrove	Jan to Dec	5 out of 7
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K Palmer	Jan to April	0 out of 2
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A Stansfield	Jan to Dec	7 out of 7
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D Stansfield	Jan to Dec	7 out of 7
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Since April 2025, there has only been one Warden, Jane Franklin. At the APCM 2026, Jane will have completed 6 years as Warden and so, under the Church of England's rules will be unable to stand again as Warden.

Since the APCM in 2014 St Margaret's has been allocated 3 representatives on the Deanery Synod. Currently there is 1 vacancy on the Deanery Synod.

In accordance with the resolution passed at the AGM in 1996, each year the terms of office for 3 members of the PCC come to an end creating 3 vacancies on the PCC. At the APCM 2026, the terms of office for Ruth Miller, Peter Miller and Tom Musgrove come to an end; there is also one further vacancy on the PCC.

Martin Palmer resigned in 2025 having been the church's Independent Examiner for many years. The PCC are very grateful for his thorough approach and expert advice over these years. A new Independent Examiner, Lauren Dawes was appointed in January 2026.

### Church Attendance

At the APCM in April 2025 there were 80 names on the Church Electoral Roll, of whom 16 were not resident within the Parish. In 2025, there was a full revision of the electoral roll. The average Sunday attendance in October 2025 (the period used for Parish Share statistics) was 65 (3 of whom were under 16). The services were also being live streamed and made available on Youtube. The average weekly views during October was 25; most of these were from England. However, it is not possible to know how many people each hit represents, if the same person accesses the service multiple times or if people who attend in person also access the service on Youtube.

The average Sunday attendance in October 2024 (the period used for Parish Share statistics) was 64 (5 of whom were under 16).

### Review of the year

The full PCC met on 7 occasions during the year; there was an Extraordinary PCC Meeting in December to finalise the new church and Parish Centre hire charges. There was one Standing Committee meeting, held by email, to decide on the church's insurance policy. The PCC had an Away Day in October to pray about and discuss a new Mission Action Plan; a follow up time away was planned for early 2026. The level of attendance at meetings has been good.

Strategic mission outreach continues to be a priority of the PCC and was discussed at every meeting; events and special services for were planned and evaluated. There was a programme of events and services for the year as part of the church's 150<sup>th</sup> anniversary. At the launch event in January, a stained glass installation, created by the local stained glass group, was unveiled and Bishop Mark Davies preached at the Epiphany service. The main event of the year was the Consecration Celebration weekend in March when there was an exhibition of the church history, a party, a Parish lunch and a service where Bishop Mark Ashcroft preached, all of which were well attended. The church history Continuing His-Story (2000 – 2025) was published early in 2025.

There continues to be an emphasis on reaching out to families and young people in the parish, with Steph O'Hanlon, as the Children and Families Worker, co-ordinating this work. Children from some local schools visited the church during the year and attended the Experience Easter and Experience Christmas events, each run over a week. Both Experience Easter and Experience Christmas were visited by other groups, such as the abc, participants of the Alpha course and visitors to the Bud Garden Centre's Winter Warmer event. Over the summer holidays, a holiday club was organised, which was thoroughly enjoyed by the young people who attended.

The church continues to support several mission partners around the world. When the PCC reviewed the church's giving, they agreed to the following list: Barnabus,

Burnage Food Bank, Church Mission Society (CMS), Falconer Trust, India Evangelical Mission (IEM), Open Doors, Tearfund and The Message Trust.

Following a resolution at the APCM 2025, a letter was written to Deanery Synod, which expressed concern about the effectiveness of the new Deanery arrangements and included a motion that the Mission Communities are given legal status. The letter led to a lot of discussion at the Deanery Synod meeting in October 2025. It will be referred to the Diocesan Synod Arrangements Committee to see if there is any interest to pursue it further. For the Mission Communities to be given legal status a resolution would have to be passed at Deanery and Diocesan levels before being passed by General Synod and become part of Canon Law. At the February 2026 Deanery Synod meeting it was reported that the matter was presented to the Diocesan Synod Arrangements Committee and there was no Clergy or Lay consensus within the Diocese for this to be pursued and so the matter is now closed.

During the year, a small group led by Tony Hardy continued to work on the plans for building and equipping a workshop (The Shed) in the church car park with facilities to support a wide range of art and craft-based activities for the benefit of the community. Planning permission was granted at the end of 2025.

The church and Parish Centre continues to be used by a range of groups including other churches, Alcoholics Anonymous, guiding units, a local resident group and a dancing school.

The PCC continues to comply with its duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The safeguarding report for 2024 was shared with PCC members at the March 2025 PCC meeting. Safeguarding is an agenda item at every PCC meeting.

Among the items for discussion by the PCC over the year were:

Finance reports and the budget

Property, including improving accessibility to the church and Parish Centre and the installation of new camera for live streaming

The Shed

Safeguarding

Feedback from the Deanery Synod

Follow up from the APCM 2025

Appointment of a new Independent Examiner

Appointment of a second Warden

Calendar of events including special or seasonal services

Strategic Mission Outreach

150<sup>th</sup> anniversary events

Children and families work

Church and Parish Centre hire agreements and charges

Review of giving to mission partners

Roles and responsibilities in the church

Extension of Children and Family Worker's contract

Correspondence from neighbours

Heritage Open Days

The PCC regularly reviewed and evaluated church events and services.

### Committees

The Standing Committee is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has met on one occasion during the year.

Other teams, which also met to support the work of St Margaret's include the Prayer Ministry team and the Home Group Leaders group.

The agendas and minutes of the PCC meetings are available on the notice board at the back of church.

### Financial Review

Total receipts on unrestricted funds was £134,003 of which £78,201 was unrestricted planned giving. The unrestricted planned giving through envelopes, payroll giving and standing orders decreased by 4.7% which is a concern, but the church continues to be well supported by committed giving. Over the year total unrestricted expenditure exceeded unrestricted income by £8,242 (after a depreciation charge of £12,095).

### Going Concern

The PCC have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions which might cast significant doubt on the ability of the charity to continue as a going concern. The PCC has made this assessment for a period of at least one year from the date of approval of the financial statements. The PCC has concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

### Reserves Policy

It is PCC policy to try and maintain a balance on free reserves (unrestricted and undesignated current assets) that equates to six months income. The balance of the free reserves at 31 December 2025 was £88,281 which was 31.7% higher than six month's income of £67,001. Future plans including work on the quinquennial report will reduce this to closer to 6 months' income. It is our policy to invest the short term investment fund balances with the CCLA Church of England Deposit Fund or in a CAF deposit account.

### Related Party Transactions

Mrs C Iddin received remuneration from the PCC for her role as verger as detailed in note 2, no other trustees or their connected persons received remuneration.

## Trustee donations

During 2025 St Margarets PCC received £34,469 including gift aid (2024 £43,387) in donations from its PCC members. The donors did not attach any conditions to their gifts, which required the charity to significantly alter the nature of its existing activities.

## Plans for the Future

The PCC sets an annual budget that incorporates their plans for the next 12 months. The quinquennial visit has taken place and the report has identified significant works to be carried out in the next five years. We continue to make changes to improve the energy efficiency of the buildings and significant work has been carried out to monitor energy usage to identify areas of concern. A small group has recently met to consider next steps in building work and includes improving disability access.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST MARGARET BURNAGE, PAROCHIAL CHURCH COUNCIL**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2025.

### **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 Trust's accounts carried out under section 145 of the 2011 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

**Signed:** *L. Dawes*

**Date:** 18 April 2026

Lauren Dawes  
Flat 1, Vulcan Inn  
Manchester Row  
Newton-le-Willows  
WA12 8SD

## Statement of Financial Activities

	Unrestricted Funds	Restricted Funds	2025 Total Funds	2024 Total Funds
<b>Income and endowments from:</b>				
Donations and legacies	110,583	17,207	127,790	139,278
Income from charitable activities	15,361	—	15,361	12,856
Investments	2,515	1,043	3,559	4,014
Other income	5,543	—	5,543	5,950
<b>Total income</b>	<b>134,003</b>	<b>18,250</b>	<b>152,254</b>	<b>162,100</b>
<b>Expenditure on:</b>				
Expenditure on charitable activities	128,543	29,326	157,869	151,169
Other expenditure	13,703	—	13,703	15,184
<b>Total expenditure</b>	<b>142,246</b>	<b>29,326</b>	<b>171,572</b>	<b>166,353</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(8,242)</b>	<b>(11,075)</b>	<b>(19,317)</b>	<b>(4,252)</b>
<b>Transfers</b>				
Gross transfers between funds - in	18,032	11,664	29,697	3,953
Gross transfers between funds - out	(18,032)	(11,664)	(29,697)	(3,953)
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>(8,242)</b>	<b>(11,075)</b>	<b>(19,317)</b>	<b>(4,252)</b>
<b>Total funds brought forward</b>	<b>539,899</b>	<b>43,672</b>	<b>583,571</b>	<b>587,824</b>
<b>Total funds carried forward</b>	<b>531,656</b>	<b>32,597</b>	<b>564,253</b>	<b>583,571</b>
<b>Represented by</b>				
<b>Unrestricted</b>				
General fund	496,120	—	496,120	503,150
<b>Designated</b>				
Kids Club	50	—	50	38
Legacies	31,918	—	31,918	32,684
Live Streaming	—	—	—	402
Tuesday Group	2,368	—	2,368	2,320
YHA(Des)	270	—	270	270
abc	928	—	928	1,033
<b>Restricted</b>				
Alpha	—	—	—	4
Children & Family Worker	—	28,443	28,443	39,077
Christopher Roberts Memorial Fund	—	3,008	3,008	3,008
Grounds	—	562	562	562
Holiday at Home	—	583	583	631
Mission	—	—	—	378
SHED (Men in)	—	—	—	10

## Balance sheet

	2025	2024
<b>Fixed assets</b>		
Tangible assets	407,839	419,934
	<b>407,839</b>	<b>419,934</b>
<b>Current assets</b>		
Debtors	3,755	5,074
Cash at bank and in hand	156,338	165,178
	<b>160,094</b>	<b>170,252</b>
<b>Liabilities</b>		
Provision for liabilities and charges due within one year	3,679	6,615
	<b>3,679</b>	<b>6,615</b>
<b>Net current assets less current liabilities</b>	<b>156,414</b>	<b>163,637</b>
<b>Total assets less current liabilities</b>	<b>564,253</b>	<b>583,571</b>
<b>Total net assets less liabilities</b>	<b>564,253</b>	<b>583,571</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	496,120	503,150
<b>Designated</b>		
Live Streaming	—	402
abc	928	1,033
Kids Club	50	38
Legacies	31,918	32,684
Pathfinders	—	—
Tuesday Group	2,368	2,320
YHA(Des)	270	270
<b>Restricted</b>		
Grounds	562	562
Mission	—	378
SHED (Men in)	—	10
Alpha	—	4
Children & Family Worker	28,443	39,077
Christopher Roberts Memorial Fund	3,008	3,008
Holiday at Home	583	631
<b>Funds of the church</b>	<b>564,253</b>	<b>583,571</b>

## Analysis of income and expenditure

### INCOME AND ENDOWMENTS

	Unrestricted	Designated	Restricted	2025	2024
<b>Donations and legacies</b>					
Gift Aid - Bank	72,774	—	12,830	85,604	90,762
Other planned giving	5,427	—	—	5,427	6,175
Loose plate collections	8,790	—	—	8,790	8,946
One-off Gift Aid gifts	505	—	260	765	2,630
Donations appeals etc	1,350	—	100	1,450	2,659
Tax recoverable on Gift Aid	21,036	—	3,192	24,228	27,045
Legacies	350	—	—	350	—
Non-recurring one-off grants	350	—	500	850	850
Earmarked Donations	—	—	325	325	208
Total	110,583	—	17,207	127,790	139,278
<b>Income from charitable activities</b>					
Fees for weddings and funerals	4,109	—	—	4,109	3,075
Bookstall sales	972	—	—	972	—
Premises lettings	10,279	—	—	10,279	9,781
Total	15,361	—	—	15,361	12,856
<b>Investments</b>					
Bank and building society interest	2,515	—	1,043	3,559	4,014
Total	2,515	—	1,043	3,559	4,014
<b>Other income</b>					
abc income	—	210	—	210	465
Tuesday Group Income	—	5,320	—	5,320	5,484
Kids Club Income	—	12	—	12	—
Total	—	5,543	—	5,543	5,950
<b>INCOME TOTAL</b>	<b>128,460</b>	<b>5,543</b>	<b>18,250</b>	<b>152,254</b>	<b>162,100</b>

## EXPENDITURE

	Unrestricted	Designated	Restricted	2025	2024
<b>Expenditure on charitable activities</b>					
Rectory Housing	4,047	—	—	4,047	3,751
Rector Expenses	597	—	—	597	572
C & F Worker Salary	—	—	27,684	27,684	26,141
C & F Worker Expenses	932	—	—	932	905
Administrator Salary	8,356	—	—	8,356	8,010
Staff Salaries (Verger/Cleaner)	6,057	—	—	6,057	5,867
Visiting Speakers	80	—	—	80	—
Parish share	47,735	—	—	47,735	46,301
Missionary Giving	12,772	1,143	700	14,615	14,284
Church Heat Light & Water	4,964	—	—	4,964	8,506
Insurance	5,245	—	—	5,245	5,046
Repairs-General	5,390	—	—	5,390	6,401
Churchyard	1,640	—	—	1,640	2,312
Cleaning Materials	997	—	—	997	532
Hall running - heating, lighting & water	7,126	—	—	7,126	6,545
Upkeep of Services	1,718	—	—	1,718	1,626
Organ Repair	840	—	—	840	1,536
ICT/Sound System	38	879	—	917	542
Flowers	395	—	—	395	627
Evangelism	1,114	—	383	1,498	766
The Shed	7,575	—	10	7,585	—
Under 18s	662	—	—	662	648
Administration	3,352	—	—	3,352	3,073
Bookstall costs	328	—	—	328	2,471
Training	241	—	—	241	151
Refreshments	789	—	—	789	464
Earmarked Expenditure	28	—	—	28	—
abc expenses	—	15	—	15	357
Kids Club Expenditure	—	20	—	20	—
Tuesday Group	—	3,167	—	3,167	3,224
Legacy Spending	—	289	—	289	25
Holiday at Home	—	—	547	547	472
Total	123,028	5,514	29,326	157,869	151,169
<b>Other expenditure</b>					
Depreciation	12,095	—	—	12,095	12,095
To other church groups	—	—	—	—	120
Fees to Diocese	1,608	—	—	1,608	2,969
Total	13,703	—	—	13,703	15,184
<b>EXPENDITURE TOTAL</b>	<b>136,731</b>	<b>5,514</b>	<b>29,326</b>	<b>171,572</b>	<b>166,353</b>
<b>GRAND TOTAL</b>	<b>(8,270)</b>	<b>28</b>	<b>(11,075)</b>	<b>(19,317)</b>	<b>(4,252)</b>

## **Notes to the accounts**

### **1. Accounting policies**

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, with reference made to the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102))

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible by law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

### **Fund Accounting**

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor.

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

Designated funds are general funds set aside by PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

### **Incoming Resources**

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan parish share is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Pensions - The PCC offers a stakeholder pension scheme to all employees. The insurers of the scheme hold the assets of the scheme separately from those of the PCC. The pension cost charge represents contributions payable by the church to the fund for qualifying staff. The PCC has no further liability to the pension funds beyond these contributions.

Operating Leases – Rentals paid under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Land is not depreciated. Until 2022 no depreciation had been provided on the parish centre which had been completed in September 2005. The PCC has decided to depreciate the building over the remainder of an estimated 50 year life (34 years including 2022).

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient

cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1st January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 20 years) on a straight line basis.

All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1st January 2000 is written off. Other fixtures, fittings and office equipment, equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Investments are valued at market value at 31<sup>st</sup> December

Current assets, amounts owing to the PCC at 31 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 on deposit either with the CBF Church of England Funds or at the bank.

## 2. Staff Costs

	<b>2025</b>	<b>2024</b>
Wages and salaries	£42,097	£40,018

During the year the PCC employed a children & family worker, an administrator and contracted a verger and a cleaner on a contract for services. Mrs C Iddin who is a member of PCC was paid £2,237 as the church verger.

## 3. Missionary and Charitable Giving

	<b>2025</b>	<b>2025</b>	<b>2025</b>	<b>2024</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
Barnabus	1,000		1,000	741
Boaz Trust	0	0	0	600
Burnage Foodbank	1,000	411	1,411	1,419
Children in Need	0	0	0	21
CMS	2,155	0	2,155	1,704
Compassion	500	0	500	0
Dignity	0	0	0	600
Indian Evangelical Mission	2,156	0	2,156	1,704
Message Trust	1,000	0	1,000	1,704
MIND	0	0	0	9
Open Doors	1,000	234	1,234	1,704
St John'a Ghana	150	0	150	
Tear Fund	2,155	0	2,155	1,704
The Falconer Trust	2,155	55	2,210	1,704
Water Aid	644	0	644	672
	<u>13,915</u>	<u>700</u>	<u>14,615</u>	<u>14,284</u>

Note: Jane Franklin & Matt Calladine are PCC members and trustees of Burnage Foodbank. Duncan Stansfield is a PCC member, Duncan and Susan Stansfield are trustees of The Falconer Trust.

4. Financial Commitments

At 31 December 2025, the PCC has annual commitment under non-cancellable operating leases as follows:

	2025	2024
Expiry date:	£	£
Within one year	0	432
Between one and five years	<u>905</u>	<u>0</u>
	<u>905</u>	<u>432</u>

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# Accounts

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**Parochial Church Council of St Margaret, Burnage**

**Financial Statements for the Year Ended 31 December 2024**

**Charity Registration Number 1132549**

Governing Document: The trustees are incorporated as a body

Incumbent: Revd. M Calladine  
The Rectory  
250 Burnage Lane  
Burnage  
Manchester

Trustees:

Mr A Foulkes  
Mrs J Franklin  
Mrs H Hardy (from April 2024)  
Mrs P Hardy (to April 2024)  
Mrs C Iddin  
Mr P Miller  
Mrs P R Massey  
Mrs R Miller  
Mr T Musgrove  
Miss K Palmer (from April 2024)  
Mr C Rogers  
Mrs A Stansfield  
Mr D Stansfield  
Mr M Stansfield

Bankers

Barclays  
Didsbury Branch  
753/755 Wilmslow Rd,  
Didsbury, Manchester M20 6RN

CAF Bank 25 Kings Hill Ave, West Malling, Kent, ME19 4JQ

CBF Church of England Deposit Fund 80 Cheapside, London, EC2V 6DZ

Alliance & Leicester Commercial Bank

Independent Examiner: Mr M Palmer  
31 Marina Drive  
Marple  
Cheshire

## Annual Report for the year ending 31st December 2024

### BACKGROUND

St. Margaret's Parochial Church Council has the responsibility in co-operation with the incumbent, Rev. Matt Calladine in promoting the following:

Together we aim to: "Worship God, grow in the Spirit, proclaim Jesus and serve the world."

It also has responsibility for the maintenance of St. Margaret's Church, Parish Centre and grounds.

### MEMBERSHIP

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During 2024 the following served as members of the PCC and attended as follows:

#### Incumbent

Rev. M Calladine	Jan to Dec	6 out of 6
------------------	------------	------------

#### Wardens (elected annually)

J Franklin	Jan to Dec	4 out of 6
C Rogers	Jan to Dec	6 out of 6

#### Representatives of Deanery Synod

A Foulkes	Jan to Dec	2 out of 6
M Stansfield	Jan to Dec	6 out of 6

#### Elected members for 3 years (1/3rd of membership elected each year)

##### From January to December 2024

H Hardy	April to Dec	3 out of 4
P Hardy	Jan to April	2 out of 2
C Iddin	Jan to Dec	6 out of 6
R Massey	July to Dec	5 out of 6
P Miller	Jan to Dec	4 out of 6
R Miller	Jan to Dec	3 out of 6
T Musgrove	Jan to Dec	4 out of 6
K Palmer	April to Dec	4 out of 4
A Stansfield	Jan to Dec	6 out of 6
D Stansfield	Jan to Dec	5 out of 6

Since the APCM in 2014 St. Margaret's has been allocated 3 representatives on the Deanery Synod. Currently there is 1 vacancy on the Deanery Synod.

In accordance with the resolution passed at the AGM in 1996, each year the terms of office for 3 members of the PCC come to an end creating 3 vacancies on the PCC. At the APCM 2025, the terms of office for Ruth Massey, Angela Stansfield and Duncan Stansfield come to an end.

## Church Attendance

At the APCM in April 2024 there were 92 names on the Church Electoral Roll, of whom 22 were not resident within the Parish. In 2025, there will be a full revision of the electoral roll. The average Sunday attendance in October 2024 (the period used for Parish Share statistics) was 64 (5 of whom were under 16). The services were also being live streamed and made available on YouTube. The average weekly views during October was 47; most of these were from England. However, it is not possible to know how many people each hit represents, if the same person accesses the service multiple times or if people who attend in person also access the service on YouTube.

The average Sunday attendance in October 2023 (the period used for Parish Share statistics) was 73 (6 of whom were under 16).

## Review of the year

In accordance with FRS 102 the PCC of St Margaret's Burnage has carried out its charitable purposes for the public benefit. The activities carried out included offering:

- services of worship aimed at the full range of ages present in the parish;
  - ministry to those requesting it in the form of prayer, funeral, wedding, baptism services, communion at home, bereavement visits and pastoral visits;
  - activities aimed at children (kids club and Youth Group), parents (abc) and the elderly (Tuesday Group); and
  - subsidised rents for the use of the premises by guiding groups, AA and other charitable groups.
- We consider we have complied with our duty to have due regard to the Charity Commission's public benefit guidance.

The full PCC met on 6 occasions during the year. The level of attendance at meetings has been good.

Strategic mission outreach continues to be a priority of the PCC and was discussed at every meeting; events and special services were planned and evaluated. A group was set up to draw up a calendar of events to celebrate the church's 150th anniversary in 2025. Another group worked on compiling the history of the church from 2000 to 2025, a follow up to the Celebration 125 book published in 2000. The book, Continuing His-Story, was published at the end of the year.

There continues to be an emphasis on reaching out to families and young people in the parish, with Steph O'Hanlon, as the Children and Families Worker, co-ordinating this work. Children from some local schools visited the church during the year and attended the Experience Easter and Experience Christmas events, each run over a week. Both Experience Easter and Experience Christmas were visited by other groups, such as the abc and visitors to the Bud Garden Centre's Winter Warmer event. Over the summer holidays, a holiday club was organised, which was thoroughly enjoyed by the young people who attended.

The church continues to support several mission partners around the world. The Pearts, working with CMS, visited the church during the year.

The relocated Bud Garden Centre opened at the start of the year in the corner of the church field. The church offered hospitality, serving refreshments in the Parish Centre, for the official opening of the garden centre and when it held its annual Winter Warmer event.

During the year, a small group led by Tony Hardy, explored the possibility of building and equipping a workshop (The Shed) in the church car park with facilities to support a wide range of art and craft-based activities for the benefit of the community. The PCC wholly support the proposed project and have put forward the funds to pay for an architect to provide plans that need to be submitted as part of a planning application to Manchester City Council.

The PCC continues to comply with its duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The safeguarding report for 2023 was shared with PCC members at the March 2024 PCC meeting. Safeguarding is an agenda item at every PCC meeting.

Among the items for discussion by the PCC over the year were:

- Finance reports and the budget
- Property, including improving energy efficiency
- Safeguarding
- Feedback from Deanery Synod
- Follow up from the APCM 2024

Calendar of events including special or seasonal services

- Strategic Mission Outreach
- Preparation for the 150<sup>th</sup> anniversary of the church in 2025 including special events, church history book and stained-glass installation
- Children and families work

Review of giving to mission partners

- Roles and responsibilities in the church
- Training opportunities including follow up from mental health first aid and domestic abuse training

Parish visitation by Archdeacon

Bud Garden Centre

Development of prayer in the church

Extension of Children and Family Worker's contract

The PCC regularly reviewed and evaluated church events and services.

### Committees

The Standing Committee is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has met on two occasions during the year.

Other teams, which also met to support the work of St Margaret's include the Prayer Ministry team and the Home Group Leaders group.

The agendas and minutes of the PCC meetings are available on the notice board at the back of church.

### Financial Review

Total receipts on unrestricted funds was £137,171 of which £82,037 was unrestricted planned giving. The planned giving (restricted and unrestricted) through envelopes, payroll giving and standing orders decreased by 0.5% but the church continues to be well supported by committed giving. Over the year total unrestricted expenditure exceeded unrestricted income by £301 (after a depreciation charge of £12,095).

### Reserves Policy

It is PCC policy to try and maintain a balance on free reserves (unrestricted and undesignated current assets) that equates to six months income. The balance of the free reserves at 31 December 2024 was £83,216 which was 21% higher than six month's income of £68,586. Future plans including work on the quinquennial report will reduce this to closer to 6 months' income. It is our policy to invest the short term investment fund balances with the CCLA Church of England Deposit Fund or in a CAF deposit account.

### Plans for the Future

The PCC sets an annual budget that incorporates their plans for the next 12 months. The quinquennial visit has taken place and the report has identified significant works to be carried out in the next five years. We continue to make changes to improve the energy efficiency of the buildings and significant work has been carried out to monitor energy usage to identify areas of concern. The green working group will continue to work on this as a priority.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ST MARGARET BURNAGE, PAROCHIAL CHURCH COUNCIL**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st December 2024, which are set out on pages 7 to 12.

### **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 2011 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed: *Martin Palmer*

Date: 20<sup>th</sup> April 2025

Martin Palmer  
31 Marina Drive  
Marple  
SK6 6JL

## Statement of Financial Activities

	Unrestricted	Restricted	2024	2023
<b>Income from:</b>				
Donations and legacies	115,583	23,695	139,278	149,230
Income from charitable activities	12,856	—	12,856	6,395
Investments	2,780	1,234	4,014	2,372
Other income	5,950	—	5,950	5,876
<b>Total income</b>	<b>137,171</b>	<b>24,929</b>	<b>162,100</b>	<b>163,874</b>
<b>Expenditure on:</b>				
Raising funds	—	—	—	2,463
Expenditure on charitable activities	122,434	28,734	151,169	157,751
Other expenditure	15,184	—	15,184	15,363
<b>Total expenditure</b>	<b>137,618</b>	<b>28,734</b>	<b>166,353</b>	<b>175,577</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(447)</b>	<b>(3,805)</b>	<b>(4,252)</b>	<b>(11,702)</b>
<b>Transfers</b>				
Gross transfers between funds - in	3,283	669	3,953	20,794
Gross transfers between funds - out	(3,137)	(815)	(3,953)	(20,794)
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>(301)</b>	<b>(3,951)</b>	<b>(4,252)</b>	<b>(11,702)</b>
<b>Total funds brought forward</b>	<b>540,200</b>	<b>47,623</b>	<b>587,824</b>	<b>599,527</b>
<b>Total funds carried forward</b>	<b>539,899</b>	<b>43,672</b>	<b>583,571</b>	<b>587,824</b>
<b>Represented by</b>				
<b>Unrestricted</b>				
General fund	503,150	—	503,150	504,168
<b>Designated</b>				
Kids Club	38	—	38	38
Legacies	32,684	—	32,684	32,710
Live Streaming	402	—	402	500
Tuesday Group	2,320	—	2,320	1,532
YHA(Des)	270	—	270	175
abc	1,033	—	1,033	1,075
<b>Restricted</b>				
Alpha	—	4	4	4
Children & Family Worker	—	39,077	39,077	42,027
Christopher Roberts Memorial Fund	—	3,008	3,008	3,008
Grounds	—	562	562	1,000
Holiday at Home	—	631	631	749
Mission	—	378	378	833
Missionary Giving	—	0	0	0
SHED (Men in)	—	10	10	—

## Balance sheet

	2024	2023
<b>Fixed assets</b>		
Tangible assets	419,934	432,029
	<b>419,934</b>	<b>432,029</b>
<b>Current assets</b>		
Debtors	5,074	46,868
Cash at bank and in hand	165,178	111,691
	<b>170,252</b>	<b>158,560</b>
<b>Liabilities</b>		
Provision for liabilities and charges due within one year	6,615	2,764
	<b>6,615</b>	<b>2,764</b>
<b>Net current assets less current liabilities</b>	<b>163,637</b>	<b>155,795</b>
<b>Total assets less current liabilities</b>	<b>583,571</b>	<b>587,824</b>
<b>Total net assets less liabilities</b>	<b>583,571</b>	<b>587,824</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	503,150	504,168
<b>Designated</b>		
Live Streaming	402	500
abc	1,033	1,075
Kids Club	38	38
Legacies	32,684	32,710
Tuesday Group	2,320	1,532
YHA(Des)	270	175
<b>Restricted</b>		
Grounds	562	1,000
Mission	378	833
SHED (Men in)	10	—
Alpha	4	4
Children & Family Worker	39,077	42,027
Christopher Roberts Memorial Fund	3,008	3,008
Holiday at Home	631	749
<b>Funds of the church</b>	<b>583,571</b>	<b>587,824</b>

## Analysis of income and expenditure

Unrestricted   Designated   Restricted   2024   2023

### INCOME AND ENDOWMENTS

#### Donations and legacies

Gift Aid - Bank	75,872	—	14,890	90,762	90,701
Other planned giving	6,165	—	10	6,175	6,770
Loose plate collections	8,946	—	—	8,946	6,805
One-off Gift Aid gifts	125	—	2,505	2,630	10,510
Donations appeals etc	1,065	94	1,500	2,659	2,638
Tax recoverable on Gift Aid	23,104	—	3,941	27,045	30,062
Legacies	—	—	—	—	500
Non-recurring one-off grants	450	—	400	850	1,030
Earmarked Donations	(240)	—	448	208	212
Total	115,488	94	23,695	139,278	149,230

#### Income from charitable activities

Fees for weddings and funerals	3,075	—	—	3,075	1,910
Premises lettings	9,781	—	—	9,781	4,485
Total	12,856	—	—	12,856	6,395

#### Investments

Bank and building society interest	2,780	—	1,234	4,014	2,372
Total	2,780	—	1,234	4,014	2,372

#### Other income

Sundry Income (Photocopier)	—	—	—	—	52
abc income	—	465	—	465	285
Tuesday Group Income	—	5,484	—	5,484	5,459
From other church groups	—	—	—	—	80
Total	—	5,950	—	5,950	5,876
<b>INCOME TOTAL</b>	131,126	6,044	24,929	162,100	163,874

### EXPENDITURE

#### Raising funds

Bud Lease	—	—	—	—	2,463
Total	—	—	—	—	2,463

#### Expenditure on charitable activities

Rectory Housing	3,751	—	—	3,751	3,168
Rector Expenses	572	—	—	572	427
C & F Worker Salary	—	—	26,141	26,141	25,289
C & F Worker Expenses	637	—	267	905	946
Administrator Salary	8,010	—	—	8,010	6,807
Staff Salaries (Verger/Cleaner)	5,867	—	—	5,867	4,231
Visiting Speakers	—	—	—	—	100
Parish share	46,301	—	—	46,301	47,020

Missionary Giving	12,622	702	960	14,284	12,916
Church Heat Light & Water	8,506	—	—	8,506	2,684
Insurance	5,046	—	—	5,046	4,970
Repairs-General	6,401	—	—	6,401	5,502
Repairs-Major	—	—	—	—	2,328
Churchyard	1,875	—	437	2,312	2,725
Cleaning Materials	532	—	—	532	594
Hall running - maintenance	—	—	—	—	25
Hall running - heating, lighting & water	6,545	—	—	6,545	8,085
Upkeep of Services	1,626	—	—	1,626	1,536
Organ Repair	1,536	—	—	1,536	348
ICT/Sound System	444	98	—	542	719
Flowers	627	—	—	627	713
Evangelism	311	—	454	766	278
Adult Education	—	—	—	—	34
Under 18s	648	—	—	648	654
Administration	3,073	—	—	3,073	2,884
Bookstall costs	2,471	—	—	2,471	—
Training	151	—	—	151	—
Refreshments	464	—	—	464	202
Earmarked Expenditure	—	—	—	—	14,527
abc expenses	—	357	—	357	—
Kids Club Expenditure	—	—	—	—	332
Tuesday Group	—	3,224	—	3,224	3,179
Legacy Spending	—	25	—	25	3,978
Holiday at Home	—	—	472	472	535
Total	118,026	4,408	28,734	151,169	157,751

#### Other expenditure

Depreciation	12,095	—	—	12,095	12,095
To other church groups	—	120	—	120	80
Fees to Diocese	2,969	—	—	2,969	3,188
Total	15,064	120	—	15,184	15,363
<b>EXPENDITURE TOTAL</b>	<b>133,090</b>	<b>4,528</b>	<b>28,734</b>	<b>166,353</b>	<b>175,577</b>
<b>GRAND TOTAL</b>	<b>(1,964)</b>	<b>1,516</b>	<b>(3,805)</b>	<b>(4,252)</b>	<b>(11,702)</b>

## **Notes to the accounts**

### **1. Accounting policies**

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, with reference made to the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102))

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible by law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

### **Fund Accounting**

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor.

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

Designated funds are general funds set aside by PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

### **Incoming Resources**

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan parish share is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Land is not depreciated. Until 2022 no depreciation had been provided on the parish centre which had been completed in September 2005. The PCC has decided to depreciate the building over the remainder of an estimated 50 year life (34 years including 2022).

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1st January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 20 years) on a straight line basis.

All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1st January 2000 is written off.

Other fixtures, fittings and office equipment, equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Investments are valued at market value at 31<sup>st</sup> December

Current assets, amounts owing to the PCC at 31 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 on deposit either with the CBF Church of England Funds or at the bank.

## 2. Staff Costs

	2024	2023
Wages and salaries	£40,018	£36,328

During the year the PCC employed a children & family worker, an administrator and contracted a verger and a cleaner on a contract for services. Mrs C Iddin who is a member of PCC was paid £2,121 as the church verger.

## 3. Missionary and Charitable Giving

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
Barnabus	600	141	741	714
Boaz Trust	600	0	600	760
Burnage Foodbank	600	819	1,419	680
Children in Need	21	0	21	0
CMS	1,704	0	1,704	2,600
Dignity	600	0	600	600
Indian Evangelical Mission	1,704	0	1,704	1,300
Message Trust	1,704	0	1,704	1,300
MIND	9	0	9	0
Open Doors	1,704	0	1,704	1,442
St Anns Hospice	0	0	0	58
Tear Fund	1,704	0	1,704	1,437
The Falconer Trust	1,704	0	1,704	1,300
Water Aid	672	0	672	726
	<u>13,324</u>	<u>960</u>	<u>14,284</u>	<u>12,917</u>

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# Accounts

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**Parochial Church Council of St Margaret, Burnage**

**Financial Statements for the Year Ended 31 December 2023**

**Charity Registration Number 1132549**

Governing Document:	The trustees are incorporated as a body
Incumbent:	Revd. M Calladine The Rectory 250 Burnage Lane Burnage Manchester
Trustees:	Miss K Dring (January to September 2023) Mr A Foulkes Mrs D Foulkes (January to April 2023) Mrs J Franklin Mrs P Hardy Mrs C Iddin Mrs P Massey (from July 2023) Mr P Miller Mrs R Miller Mr T Musgrove (from April 2023) Mr C Rogers Mrs A Stansfield Mr D Stansfield Mr M Stansfield
Bankers	Barclays Didsbury Branch 753/755 Wilmslow Rd, Didsbury, Manchester M20 6RN  CAF Bank 25 Kings Hill Ave, West Malling, Kent, ME19 4JQ  CBF Church of England Deposit Fund 80 Cheapside, London, EC2V 6DZ  Alliance & Leicester Commercial Bank 62 Hagley Rd, Birmingham, B16 8PE
Independent Examiner:	Mr M Palmer 31 Marina Drive Marple Cheshire

## Annual Report for the year ending 31st December 2023

### BACKGROUND

St. Margaret's Parochial Church Council has the responsibility in co-operation with the incumbent, Rev. Matt Calladine in promoting the following:

Together we aim to: "Worship God, grow in the Spirit, proclaim Jesus and serve the world."

It also has responsibility for the maintenance of St. Margaret's Church, Parish Centre and grounds.

### MEMBERSHIP

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During 2023 the following served as members of the PCC and attended as follows:

#### Incumbent

Rev. M Calladine	Jan to Dec	7 out of 7
------------------	------------	------------

#### Wardens (elected annually)

J Franklin	Jan to Dec	5 out of 7
C Rogers	April to Dec	4 out of 5

#### Representatives of Deanery Synod

A Foulkes	Jan to Dec	3 out of 7
M Stansfield	Jan to Dec	7 out of 7

#### Elected members for 3 years (1/3rd of membership elected each year)

##### From January to December 2023

K Dring	Jan to Sept	4 out of 5
D Foulkes	Jan to April	1 out of 2
P Hardy	Jan to Dec	6 out of 7
C Iddin	Jan to Dec	7 out of 7
P Massey	July to Dec	4 out of 5
P Miller	Jan to Dec	7 out of 7
R Miller	Jan to Dec	7 out of 7
T Musgrove	April to Dec	4 out of 5
C Rogers	Jan to April	2 out of 2
A Stansfield	Jan to Dec	7 out of 7
D Stansfield	Jan to Dec	7 out of 7

Since the APCM in 2014 St. Margaret's has been allocated 3 representatives on the Deanery Synod. Currently there is 1 vacancy on the Deanery Synod.

In accordance with the resolution passed at the AGM in 1996, each year the terms of office for 3 members of the PCC come to an end creating 3 vacancies on the PCC. At the APCM 2024, the

terms of office for Pearl Hardy and Catherine Iddin come to an end. Karen Dring resigned from the PCC in September 2023 when she moved house; this is the third vacancy.

### Church Attendance

At the APCM in April 2023 there were 89 names on the Church Electoral, of whom 22 were not residents within the Parish. The average Sunday attendance in October 2023 (the period used for Parish Share statistics) was 73 (6 of whom were under 16). The services were also being live streamed and made available on Youtube. It is estimated that attendance via these media was about 12 based on the number of hits on the services on Youtube. However, it is not possible to know how many people each hit represents, if the same person accesses the service multiple times or if people who attend in person also access the service on Youtube.

The average Sunday attendance in October 2022 (the period used for Parish Share statistics) was 81 (10 of whom were under 16).

### Review of the year

In accordance with FRS 102 the PCC of St Margaret's Burnage has carried out its charitable purposes for the public benefit. The activities carried out included offering:

- services of worship aimed at the full range of ages present in the parish;
- ministry to those requesting it in the form of prayer, funeral, wedding, baptism services, communion at home, bereavement visits and pastoral visits;
- activities aimed at children (kids club and Youth Group), parents (abc) and the elderly (Tuesday Group); and
- subsidised rents for the use of the premises by guiding groups, AA and other charitable groups.

We consider we have complied with our duty to have due regard to the Charity Commission's public benefit guidance.

The full PCC met on 7 occasions during the year; one of them was an extraordinary meeting convened in December 2023 to agree the lease for the Bud Garden Centre. The level of attendance at meetings has been good. There was one Churchwarden, Jane Franklin, until the APCM in April 2023, when Jane Franklin and Chris Rogers were elected.

Strategic mission outreach continues to be a priority of the PCC and was discussed at every meeting; events and special services were planned and evaluated. There continues to be an emphasis on reaching out to families and young people in the parish, with Steph O'Hanlon, as the Children and Families Worker, co-ordinating this work. Children from several local schools have visited the church during the year and attended the Experience Easter and Christmas events. Over the summer holidays, a holiday club was organised, which was thoroughly enjoyed by the young people who attended. The church continues to support several missionary agencies around the world. Presentations by representatives from Open Doors, in May, and Barnabus, in June, provided insights into their work.

With a generous donation in memory of Bert and Grace Cooke, two longstanding members of the church, plus the use of other legacy funding the kitchen was refurbished with some new units, worksurfaces, flooring and appliances, so it is better equipped to meet the demands of the different groups who use it.

Negotiations with the owners of the Bud Garden Centre led to an agreement in December 2023 about leasing an area of the church field for their relocated garden centre. The centre is due to open in March 2024.

The Green Energy group met on several occasions and further improvements to the church and Parish Centre were made to reduce the church's carbon footprint.

Discussions continued about issues related to inclusion and diversity, with presentations by Jonathan Tallon (tutor at The Northern Baptist College) in July, and Andy Robinson (from Living Out) in October.

In August 2023, Peter Miller retired as the church administrator and was replaced by Fiyin Ariyo in November 2023.

The PCC continues to comply with its duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The safeguarding report for 2023 was shared with PCC members at the March 2024 PCC meeting.

Among the items for discussion by the PCC over the year were:

- Finance reports and the budget
- Property reports
- Safeguarding
- Inclusion and diversity including a visit by Living Out
- Data protection regulations
- Insurance
- Calendar of events including special or seasonal services

- Strategic Mission Outreach and preparation for the 150<sup>th</sup> anniversary of the church in 2025
- Children and families work
- Mission links and missionary giving including a visit by Barnabus and Open Doors

- Roles and responsibilities in the church
- Vacancies on PCC
- Training opportunities including mental health first aid and Masters Course for Children and Family Worker

- Making the church more environmentally friendly
- Improvements to the church environment
- Refurbishment of the church kitchen

- Live streaming and improvements to the sound desk
- Development of prayer in the church
- Church history and archives

- Parish Centre bookings and hire charges
- Appointment of administrator and cleaner

- Extension of Children and Family Worker's contract

Pledges for the cost of the Children and Family Worker

Maintenance and planting of trees in church grounds

The PCC regularly reviewed and evaluated church events and services.

### Committees

The Standing Committee is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee met on one occasion to discuss missionary giving.

Other teams, which also met to support the work of St. Margaret's, include the GDPR and Green Energy groups, Prayer Ministry team and the Home Group Leaders group.

The agendas and minutes of the PCC meetings are available on the notice board at the back of church.

### Financial Review

Total receipts on unrestricted funds was £135,403 of which £82,466 was unrestricted planned giving. The planned giving (restricted and unrestricted) through envelopes, payroll giving and standing orders increased by 1.6% and the church continues to be well supported by committed giving. Over the year total expenditure exceeded income by £3,160 (after a depreciation charge of £12,095).

### Reserves Policy

It is PCC policy to try and maintain a balance on free reserves (unrestricted and undesignated current assets) that equates to six months income. The balance of the free reserves at 31 December 2023 was £72,139 which was 6% higher than six month's income of £67,559. Future plans will hope to reduce this to closer to 6 months income. It is our policy to invest the short term investment fund balances with the CCLA Church of England Deposit Fund or in a CAF deposit account.

### Plans for the Future

The PCC sets an annual budget that incorporates their plans for the next 12 months. Following a pledge Sunday the PCC have been able to extend the contract for the Children & Families Worker to 31 December 2026. The quinquennial visit has taken place and we are awaiting the report from the architect, we continue to make changes to improve the energy efficiency of the buildings. Church has recently been successful in a bid to the Neighbourhood Investment Fund to finance the installation of TMVs on all the radiators in the parish centre to enable us to zone the heating. The green working group will continue to work on this as a priority.

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS/TRUSTEES OF ST MARGARET BURNAGE, PAROCHIAL CHURCH COUNCIL**

I report on the accounts for the year ended 31st December 2023, which are set out on pages 7 to 12

### **Respective responsibilities of Trustees and Independent Examiner**

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("The 2011 Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

### **Independent Examiner's statement**

In the course of my examination, no matters have come to my attention

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

- to keep proper accounting records in accordance with s.130 of the 2011 Act); or
- to prepare accounts which accord with these accounting records have not been met; or

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

Signed: *Martin Palmer*

Date: 12<sup>th</sup> April 2024

Martin Palmer  
31 Marina Drive  
Marple  
SK6 6JL

## Statement of Financial Activities

	Unrestricted Funds	Restricted Funds	2023	2022
<b>Income and endowments from:</b>				
Donations and legacies	121,948	27,282	149,230	144,945
Income from charitable activities	6,395	—	6,395	9,197
Investments	1,183	1,188	2,372	622
Other income	5,876	—	5,876	5,323
<b>Total income</b>	<b>135,403</b>	<b>28,470</b>	<b>163,874</b>	<b>160,088</b>
<b>Expenditure on:</b>				
Raising funds	2,463	—	2,463	—
Expenditure on charitable activities	120,738	37,013	157,751	156,808
Other expenditure	15,363	—	15,363	12,175
<b>Total expenditure</b>	<b>138,564</b>	<b>37,013</b>	<b>175,577</b>	<b>168,983</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(3,160)</b>	<b>(8,542)</b>	<b>(11,702)</b>	<b>(8,894)</b>
<b>Transfers</b>				
Gross transfers between funds - in	10,652	10,142	20,794	10,501
Gross transfers between funds - out	(10,642)	(10,152)	(20,794)	(10,501)
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>(3,150)</b>	<b>(8,552)</b>	<b>(11,702)</b>	<b>(8,894)</b>
<b>Total funds brought forward</b>	<b>543,351</b>	<b>56,176</b>	<b>599,527</b>	<b>608,421</b>
<b>Total funds carried forward</b>	<b>540,200</b>	<b>47,623</b>	<b>587,824</b>	<b>599,527</b>
<b>Represented by</b>				
<b>Unrestricted</b>				
General fund	504,168	—	504,168	499,977
<b>Designated</b>				
Kids Club	38	—	38	370
Legacies	32,710	—	32,710	41,075
Live Streaming	500	—	500	—
Tuesday Group	1,532	—	1,532	881
YHA(Des)	175	—	175	175
abc	1,075	—	1,075	870
<b>Restricted</b>				
Alpha	—	4	4	4
Children & Family Worker	—	42,027	42,027	41,500
Christopher Roberts Memorial Fund	—	3,008	3,008	3,075
Grounds	—	1,000	1,000	—
Holiday at Home	—	749	749	595
Kitchen Fund	—	—	—	10,000
Mission	—	833	833	1,000
Missionary Giving	—	0	0	0

## Balance sheet

	Total funds	Prior year funds
<b>Fixed assets</b>		
Tangible assets	432,029	444,124
	<b>432,029</b>	<b>444,124</b>
<b>Current assets</b>		
Debtors	46,868	40,719
Cash at bank and in hand	111,691	116,492
	<b>158,560</b>	<b>157,212</b>
<b>Liabilities</b>		
Provision for liabilities and charges due within one year	2,764	1,808
	<b>2,764</b>	<b>1,808</b>
<b>Net current assets less current liabilities</b>	<b>155,795</b>	<b>155,403</b>
<b>Total assets less current liabilities</b>	<b>587,824</b>	<b>599,527</b>
<b>Total net assets less liabilities</b>	<b>587,824</b>	<b>599,527</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	504,168	499,977
<b>Designated</b>		
Live Streaming	500	—
abc	1,075	870
Elizabeth Shuttleworth Fund	—	—
Fabric Fund	—	—
Kids Club	38	370
Legacies	32,710	41,075
Pathfinders	—	—
Tuesday Group	1,532	881
YHA(Des)	175	175
<b>Restricted</b>		
Grounds	1,000	—
Kitchen Fund	—	10,000
Mission	833	1,000
Alpha	4	4
Children & Family Worker	42,027	41,500
Christopher Roberts Memorial Fund	3,008	3,075
Holiday at Home	749	595
Missionary Giving	0	0
Youth Hostel Weekend	—	—
<b>Funds of the church</b>	<b>587,824</b>	<b>599,527</b>

## Analysis of income and expenditure

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>2023</u>	<u>2022</u>
<b>INCOME AND ENDOWMENTS</b>					
<b>Donations and legacies</b>					
Gift Aid - Bank	75,696	—	15,005	90,701	94,810
Other planned giving	6,770	—	—	6,770	7,956
Loose plate collections	6,805	—	—	6,805	6,072
One-off Gift Aid gifts	5,210	—	5,300	10,510	935
Donations appeals etc	659	575	1,404	2,638	11,464
Tax recoverable on Gift Aid	25,401	—	4,661	30,062	21,415
Legacies	500	—	—	500	505
Non-recurring one-off grants	330	—	700	1,030	1,250
Earmarked Donations	—	—	212	212	535
Total	121,373	575	27,282	149,230	144,945
<b>Income from charitable activities</b>					
Fees for weddings and funerals	1,910	—	—	1,910	4,662
Premises lettings	4,485	—	—	4,485	4,535
Total	6,395	—	—	6,395	9,197
<b>Investments</b>					
Bank and building society interest	1,183	—	1,188	2,372	622
Total	1,183	—	1,188	2,372	622
<b>Other income</b>					
Sundry Income (Photocopier)	52	—	—	52	—
abc income	—	285	—	285	542
Tuesday Group Income	—	5,459	—	5,459	4,656
Kids Club Income	—	—	—	—	43
From other church groups	80	—	—	80	80
Total	132	5,744	—	5,876	5,323
<b>INCOME TOTAL</b>	<b>129,083</b>	<b>6,319</b>	<b>28,470</b>	<b>163,874</b>	<b>160,088</b>

## EXPENDITURE

### Raising funds

Bud Lease	2,463	—	—	2,463	—
Total	2,463	—	—	2,463	—

### Expenditure on charitable activities

Rectory Housing	3,168	—	—	3,168	3,151
Rector Expenses	427	—	—	427	449
C & F Worker Salary	—	—	25,289	25,289	25,997
C & F Worker Expenses	682	—	263	946	—
Administrator Salary	6,807	—	—	6,807	6,456
Staff Salaries (Verger/Cleaner)	4,231	—	—	4,231	4,075
Visiting Speakers	100	—	—	100	—
Parish share	47,020	—	—	47,020	52,385
Missionary Giving	11,096	1,129	691	12,916	13,695
Church Heat Light & Water	2,684	—	—	2,684	6,156
Insurance	4,970	—	—	4,970	4,076
Repairs-General	5,502	—	—	5,502	1,437
Repairs-Major	2,328	—	—	2,328	16,281
Churchyard	2,725	—	—	2,725	1,395
Cleaning Materials	594	—	—	594	373
Hall running - maintenance	25	—	—	25	—
Hall running - heating, lighting & water	8,085	—	—	8,085	6,920
Upkeep of Services	1,536	—	66	1,602	1,609
Organ Repair	348	—	—	348	686
ICT/Sound System	719	—	—	719	196
Flowers	713	—	—	713	663
Evangelism	111	—	166	278	1,121
Adult Education	34	—	—	34	—
Under 18s	654	—	—	654	364
Administration	2,884	—	—	2,884	3,083
Training	—	—	—	—	1,144
Refreshments	202	—	—	202	735
abc expenses	—	—	—	—	249
Kids Club Expenditure	—	332	—	332	82
Tuesday Group	—	3,179	—	3,179	2,304
Legacy Spending	—	—	—	—	868
Kitchen Refurbishment	—	8,439	10,000	18,439	—
Holiday at Home	—	—	535	535	845
Total	107,657	13,080	37,013	157,751	156,808

### Other expenditure

Depreciation	12,095	—	—	12,095	12,095
To other church groups	—	80	—	80	80
Fees to Diocese	3,188	—	—	3,188	—
Total	15,283	80	—	15,363	12,175

<b>EXPENDITURE TOTAL</b>	<b>125,403</b>	<b>13,160</b>	<b>37,013</b>	<b>175,577</b>	<b>168,983</b>
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<b>GRAND TOTAL</b>	<b>3,680</b>	<b>(6,840)</b>	<b>(8,542)</b>	<b>(11,702)</b>	<b>(8,894)</b>
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## **Notes to the accounts**

### **1. Accounting policies**

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, with reference made to the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102))

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible by law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

### **Fund Accounting**

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor.

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

Designated funds are general funds set aside by PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

### **Incoming Resources**

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan parish share is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Land is not depreciated. Until 2022 no depreciation had been provided on the parish centre which had been completed in September 2005. The PCC has decided to depreciate the building over the remainder of an estimated 50 year life (34 years including 2022).

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1st January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 20 years) on a straight line basis.

All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1st January 2000 is written off.

Other fixtures, fittings and office equipment, equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Investments are valued at market value at 31<sup>st</sup> December

Current assets, amounts owing to the PCC at 31 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 on deposit either with the CBF Church of England Funds or at the bank.

## 2. Staff Costs

	2023	2022
Wages and salaries	£36,328	£36,530

During the year the PCC employed a children & family worker, an administrator and contracted a verger and a cleaner on a contract for services. Mr P Miller who is a member of PCC was paid £3,957 as church administrator (until August 23) and Mrs C Iddin who is a member of PCC was paid £2,170 as the church verger.

## 3. Missionary and Charitable Giving

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
Barnabus	600	114	714	600
Boaz Trust	600	160	760	700
Burnage Foodbank	600	80	680	1250
CMS	2,600	0	2,600	1,300
DEC-Ukraine		0	0	2168
Dignity	600	0	600	600
Indian Evangelical Mission	1,300	0	1,300	1,300
Message Trust	1,300	0	1,300	1,300
Open Doors	1,300	142	1,442	1,300
Royal British Legion	0	0	0	14
St Anns Hospice	0	58	58	0
Tear Fund	1,300	137	1,437	1,300
The Falconer Home	1,300	0	1,300	1,338
Water Aid	726	0	726	525
	<u>12,226</u>	<u>691</u>	<u>12,917</u>	<u>13,695</u>

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# Accounts

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**Parochial Church Council of St Margaret, Burnage**

**Financial Statements for the Year Ended 31 December 2022**

**Charity Registration Number 1132549**

Governing Document:	The trustees are incorporated as a body
Incumbent:	Revd. M Calladine The Rectory 250 Burnage Lane Burnage Manchester
Trustees:	Mr R Baker (to April 22) Miss K Dring Mr A Foulkes Mrs D Foulkes Mrs J Franklin Mrs P Hardy Mrs C Iddin Mr P Miller Mrs R Miller Mr C Rogers (from April 2022) Mrs A Stansfield Mr D Stansfield Mr M Stansfield
Bankers	Barclays Didsbury Branch 753/755 Wilmslow Rd, Didsbury, Manchester M20 6RN  CAF Bank 25 Kings Hill Ave, West Malling, Kent, ME19 4JQ  CBF Church of England Deposit Fund 80 Cheapside, London, EC2V 6DZ  Alliance & Leicester Commercial Bank 62 Hagley Rd, Birmingham, B16 8PE
Independent Examiner:	Mr M Palmer 31 Marina Drive Marple Cheshire

## Annual Report for the year ending 31st December 2022

### BACKGROUND

St. Margaret's Parochial Church Council has the responsibility in co-operation with the incumbent, Rev. Matt Calladine in promoting the following:

Together we aim to: "Worship God, grow in the Spirit, proclaim Jesus and serve the world."

It also has responsibility for the maintenance of St. Margaret's Church, Parish Centre and grounds.

### MEMBERSHIP

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During 2022 the following served as members of the PCC and attended as follows:

#### Incumbent

Rev. M Calladine	Jan to Dec	6 out of 6
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#### Wardens (elected annually)

J Franklin	Jan to Dec	6 out of 6
M Stansfield	Jan to April	2 out of 2

#### Representatives of Deanery Synod

A Foulkes	Jan to Dec	5 out of 6
M Stansfield	April to Dec	3 out of 4

#### Elected members for 3 years (1/3rd of membership elected each year)

##### From January to December 2022

R Baker	Jan to Apr	2 out of 2
K Dring	Jan to Dec	3 out of 6
D Foulkes	Jan to Dec	4 out of 6
P Hardy	Jan to Dec	6 out of 6
C Iddin	Jan to Dec	5 out of 6
P Miller	Jan to Dec	6 out of 6
R Miller	Jan to Dec	6 out of 6
C Rogers	April to Dec	4 out of 4
A Stansfield	Jan to Dec	5 out of 6
D Stansfield	Jan to Dec	6 out of 6

Since the APCM in 2014 St. Margaret's has been allocated 3 representatives on the Deanery Synod. This year the terms of office for Andrew Foulkes & Mark Stansfield come to an end and elections will need to be held for the three vacancies.

In accordance with the resolution passed at the AGM in 1996, each year the terms of office for 3 members of the PCC come to an end creating 3 vacancies on the PCC. This year the terms of office for Debbie Foulkes, Peter Miller and Ruth Miller come to an end.

## Church Attendance

At the APCM in May 2022 there were 90 names on the Church Electoral Roll, of whom 21 were not residents within the Parish. The average Sunday attendance in October 2022 (the period used for Parish Share statistics) was 81 (10 of whom were under 16). The services were also being live streamed and made available on Youtube. It is estimated that attendance via these media was about 30 based on the number of hits on the services on Youtube. However, it is not possible to know how many people each hit represents, if the same person accesses the service multiple times or if people who attend in person also access the service on Youtube.

## Review of the year

The full PCC met on 6 occasions during the year. The level of attendance at meetings has been good. Since the APCM 2022, there has only been one Churchwarden. The PCC are very aware of the demands the role places on one person.

At the start of 2022 the Covid 19 pandemic continued to have some impact on the life of St. Margaret's. The PCC have continued to consult the relevant government and Diocesan regulations and guidance to ensure arrangements for meetings, activities and services are adapted accordingly. Ensuring the church is Covid safe continued to be a priority and, while it was still required, the church's Risk Assessment was regularly evaluated and amended in line with the latest regulations. The PCC considered carefully the arrangements for the administration of Communion in the light of the Covid pandemic. Members agreed that individual cups as well as the Common cup should be available at all Communion services.

The feasibility of accepting one off bookings for the Parish Centre again was discussed. An advertisement for the role of a Parish Centre keyholder did not result in any interest. Therefore, the PCC decided not to accept any ad hoc one-off bookings, unless a church member was willing to act as a keyholder for the event.

The Church of England's 'Living in Love and Faith' course was used to encourage church members to consider and discuss some of the issues relating to inclusion and diversity. There was good attendance from church members with many interesting and open discussions. In 2023 the PCC will be considering appropriate follow up to the course.

The PCC are keen for the church to reduce its carbon footprint. A small group was set up to consider how to make the church more environmentally friendly. Several measures were suggested and are starting to be implemented. This work will continue in 2023.

The PCC are keen to develop the social media presence of the church and are interested to hear from any church member who would be willing to lead in the development of this area of church life.

During the year, new Mission Communities were formed across the Manchester Diocese. Matt Calladine was appointed as the leader of the local Mission Community. Strategic mission outreach was considered at each PCC meeting. Three task groups (Mission Community, Pastoral and Children and Families) were set up to draw up plans for mission outreach over the next 3 years. Matt Calladine chaired all three groups and is collating the ideas to draw up a Mission Outreach plan for the church. It is hoped this will be shared with the church at the start of 2023.

In October, the church hosted the 'I am Mark' production, which was well attended by church members and visitors. At Christmas, members of the church visited Dahlia House, the extra care facility next to the church, for carol singing which was well received. In the Autumn, an Alpha course was organised over a series of Monday evenings and one longer session on a Saturday. 14 people, including leaders, regularly attended. People who live in the parish; members of St. Margaret's and other churches in the Mission Community and contacts via the Alpha national network attended.

There continues to be an emphasis on reaching out to families and young people in the parish, with Steph O'Hanlon, as the Children and Families Worker, co-ordinating this work. Links with several local schools continued to be fostered. Children from several local schools attended the Experience Easter and Christmas events. Over the summer holidays, a holiday club with a science theme was organised, which was thoroughly enjoyed by the young people who attended.

Towards the end of the year, the church was approached by the owner of the Bud Garden Centre who is interested in relocating the garden centre into the church grounds, when the lease on the current premises expired. The PCC acknowledged the opportunities this might provide and the benefit it would bring to the local community to keep it in Burnage. The PCC have started negotiations with the owner and are seeking advice from the relevant professionals, before deciding whether to agree to the proposal.

The PCC continues to comply with its duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. The safeguarding report for 2022 was shared with PCC members at the March 2023 PCC meeting.

Among the items for discussion by the PCC over the year were:

- Diocesan guidance and regulations related to Covid 19 pandemic
- Live streaming
- Social media
- Finance reports and the budget
- Property reports
- Safeguarding
- Inclusion and diversity
- Data protection regulations
- Insurance
- Calendar of events including special or seasonal services
- Strategic Mission Outreach and the work of the 3 task groups
- Children and families work
- Mission links and missionary giving
- Roles and responsibilities in the church
- Training opportunities including first aid, food hygiene and safeguarding
- Church fees
- Suggestions from Independent Examiner
- Making the church more environmentally friendly
- Refurbishment of the church kitchen
- Development of social media
- Parish Centre bookings
- Appointment of Parish Centre keyholder
- Extension of Children and Family Worker's contract
- Planting trees as part of Green Canopy project

Donation of votive stand

The PCC regularly reviewed and evaluated church events and services.

### Committees

The Standing Committee is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee has not met this year.

Other teams which also meet to support the work of St. Margaret's include the Strategic Mission Outreach task groups, Prayer Ministry team and the Home Group Leaders group.

The agendas and minutes of the PCC meetings are available on the notice board at the back of church.

### Financial Review

Total receipts on unrestricted funds was £121,009 of which £81,196 was unrestricted planned giving. The planned giving (restricted and unrestricted) through envelopes, payroll giving and standing orders increased by 1.6% and the church continues to be well supported by committed giving. Over the year total expenditure exceeded income by £8,894.

### Reserves Policy

It is PCC policy to try and maintain a balance on free reserves (unrestricted and undesignated current assets) that equates to six months income. The balance of the free reserves at 31 December 2022 was £55,965 which was only slightly less than six month's income of £57,883 . It is our policy to invest the short term investment fund balances with the CCLA Church of England Deposit Fund or in a CAF deposit account.

### Plans for the Future

The PCC sets an annual budget that incorporates their plans for the next 12 months. This includes the children & families worker who started in November 2020 and whose contract has been extended to November 2024. Activities have been fully operational for 2022, looking forward energy costs are a significant risk due to escalating costs. A working party is currently looking at ways to reduce our energy consumption.

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS/TRUSTEES OF ST MARGARET BURNAGE, PAROCHIAL CHURCH COUNCIL**

I report on the accounts for the year ended 31st December 2022, which are set out on pages 7 to 12

### **Respective responsibilities of Trustees and Independent Examiner**

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("The 2011 Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

### **Independent Examiner's statement**

In the course of my examination, no matters have come to my attention

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

- to keep proper accounting records in accordance with s.130 of the 2011 Act); or
- to prepare accounts which accord with these accounting records have not been met; or

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

Signed: *Martin Palmer*

Date: 16/04/23

Martin Palmer  
31 Marina Drive  
Marple  
SK6 6JL

## Statement of Financial Activities

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
<b>Income and endowments from:</b>				
Donations and legacies	106,112	38,833	144,945	141,885
Income from charitable activities	9,197	—	9,197	3,832
Investments	377	245	622	22
Other income	5,323	—	5,323	1,915
<b>Total income</b>	<b>121,009</b>	<b>39,078</b>	<b>160,088</b>	<b>147,656</b>
<b>Expenditure on:</b>				
Expenditure on charitable activities	128,476	28,331	156,808	130,355
Other expenditure	12,175	—	12,175	1,169
<b>Total expenditure</b>	<b>140,651</b>	<b>28,331</b>	<b>168,983</b>	<b>131,524</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>(19,642)</b>	<b>10,747</b>	<b>(8,894)</b>	<b>16,132</b>
<b>Transfers</b>				
Gross transfers between funds – in	5,722	4,779	10,501	22,194
Gross transfers between funds – out	(5,722)	(4,779)	(10,501)	(22,194)
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>(19,642)</b>	<b>10,747</b>	<b>(8,894)</b>	<b>16,132</b>
<b>Total funds brought forward</b>	<b>562,993</b>	<b>45,428</b>	<b>608,421</b>	<b>592,289</b>
<b>Total funds carried forward</b>	<b>543,351</b>	<b>56,176</b>	<b>599,527</b>	<b>608,421</b>
<b>Represented by</b>				
<b>Unrestricted</b>				
General fund	499,977	—	499,977	518,686
<b>Designated</b>				
Elizabeth Shuttleworth Fund	—	—	—	448
Kids Club	370	—	370	409
Legacies	41,075	—	41,075	42,074
Pathfinders	—	—	—	33
Tuesday Group	881	—	881	493
YHA(Des)	175	—	175	175
Abc	870	—	870	671
<b>Restricted</b>				
Alpha	—	4	4	100
Children & Family Worker	—	41,500	41,500	40,937
Christopher Roberts Memorial Fund	—	3,075	3,075	3,075
Holiday at Home	—	595	595	1,315
Kitchen Fund	—	10,000	10,000	—
Mission	—	1,000	1,000	—

## Balance sheet

	2022	2021
<b>Fixed assets</b>		
Tangible assets	444,124	456,219
	<b>444,124</b>	<b>456,219</b>
<b>Current assets</b>		
Debtors	40,719	32,581
Cash at bank and in hand	116,492	122,741
	<b>157,212</b>	<b>155,322</b>
<b>Liabilities</b>		
Creditors: Amounts falling due in one year	—	293
Provision for liabilities and charges due within one year	1,808	2,826
	<b>—</b>	<b>293</b>
	<b>1,808</b>	<b>2,826</b>
<b>Net current assets less current liabilities</b>	<b>155,403</b>	<b>152,202</b>
<b>Total assets less current liabilities</b>	<b>599,527</b>	<b>608,421</b>
<b>Total net assets less liabilities</b>	<b>599,527</b>	<b>608,421</b>
<b>Represented by</b>		
<b>Unrestricted</b>		
General fund	499,977	518,686
<b>Designated</b>		
Abc	870	671
Elizabeth Shuttleworth Fund	—	448
Fabric Fund	—	—
Kids Club	370	409
Legacies	41,075	42,074
Pathfinders	—	33
Tuesday Group	881	493
YHA(Des)	175	175
<b>Restricted</b>		
Kitchen Fund	10,000	—
Mission	1,000	—
Alpha	4	100
Children & Family Worker	41,500	40,937
Christopher Roberts Memorial Fund	3,075	3,075
Holiday at Home	595	1,315
<b>Funds of the church</b>	<b>599,527</b>	<b>608,421</b>

## Analysis of income and expenditure

### INCOME

#### Donations and legacies

	Unrestricted	Designated	Restricted	Total 2022	Total 2021
Gift Aid - Bank	73,240	—	21,570	94,810	95,706
Gift Aid - Envelopes	—	—	—	—	144
Other planned giving	7,956	—	—	7,956	5,323
Loose plate collections	6,072	—	—	6,072	4,641
One-off Gift Aid gifts	185	—	750	935	1,085
Donations appeals etc	1,419	—	10,045	11,464	2,378
Tax recoverable on Gift Aid	15,483	—	5,932	21,415	25,160
Legacies	505	—	—	505	1,445
Non-recurring one-off grants	1,250	—	—	1,250	5,065
Earmarked Donations	—	—	535	535	936
Total	106,112	—	38,833	144,945	141,885

#### Income from charitable activities

Fees for weddings and funerals	4,662	—	—	4,662	1,749
Premises lettings	4,535	—	—	4,535	2,083
Total	9,197	—	—	9,197	3,832

#### Investments

Bank and building society interest	377	—	245	622	22
Total	377	—	245	622	22

#### Other income

abc income	—	542	—	542	169
Tuesday Group Income	—	4,656	—	4,656	1,668
Kids Club Income	—	43	—	43	77
From other church groups	80	—	—	80	—
Total	80	5,243	—	5,323	1,915
<b>INCOME TOTAL</b>	<b>115,766</b>	<b>5,243</b>	<b>39,078</b>	<b>160,088</b>	<b>147,656</b>

## EXPENDITURE

### Expenditure on charitable activities

	Unrestricted	Designated	Restricted	Total 2022	Total 2021
Rectory Housing	3,151	—	—	3,151	3,139
Rector Expenses	449	—	—	449	693
C & F Worker Salary	—	—	25,997	25,997	23,150
Administrator Salary	6,456	—	—	6,456	6,332
Staff Salaries (Verger/Cleaner)	4,075	—	—	4,075	4,166
Parish share	52,385	—	—	52,385	51,358
Missionary Giving	11,596	705	1,392	13,695	12,826
Timon Fund	—	—	—	—	50
Church Heat Light & Water	6,156	—	—	6,156	2,689
Insurance	4,076	—	—	4,076	4,295
Repairs-General	1,437	—	—	1,437	2,000
Repairs-Major	16,281	—	—	16,281	5,131
Churchyard	1,395	—	—	1,395	1,710
Cleaning Materials	373	—	—	373	334
Hall running - heating, lighting & water	6,920	—	—	6,920	3,949
Upkeep of Services	1,609	—	—	1,609	1,741
Organ Repair	237	448	—	686	312
ICT/Sound System	65	131	—	196	563
Flowers	663	—	—	663	390
Evangelism	1,025	—	95	1,121	471
Adult Education	—	—	—	—	26
Under 18s	331	33	—	364	373
Administration	3,083	—	—	3,083	2,802
Publicity & Communication	—	—	—	—	228
Bookstall costs	—	—	—	—	46
Training	1,144	—	—	1,144	—
Refreshments	735	—	—	735	39
Earmarked Expenditure	—	—	—	—	556
abc expenses	—	249	—	249	68
Kids Club Expenditure	—	82	—	82	18
Tuesday Group	—	2,304	—	2,304	889
Legacy Spending	—	868	—	868	—
Holiday at Home	—	—	845	845	—
<b>Total</b>	<b>123,652</b>	<b>4,824</b>	<b>28,331</b>	<b>156,808</b>	<b>130,355</b>
<b>Other expenditure</b>					
Depreciation	12,095	—	—	12,095	—
To other church groups	—	80	—	80	—
Fees to Diocese	—	—	—	—	1,169
<b>Total</b>	<b>12,095</b>	<b>80</b>	<b>—</b>	<b>12,175</b>	<b>1,169</b>
<b>EXPENDITURE TOTAL</b>	<b>135,747</b>	<b>4,904</b>	<b>28,331</b>	<b>168,983</b>	<b>131,524</b>

## Notes to the accounts

### 1. Accounting policies

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, with reference made to the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102))

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible by law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

### **Fund Accounting**

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor.

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

Designated funds are general funds set aside by PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

### **Incoming Resources**

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan parish share is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Land is not depreciated. Until 2022 no depreciation had been provided on the parish centre which had been completed in September 2005. The PCC has decided to depreciate the building over the remainder of an estimated 50 year life (34 years including 2022).

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1st January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 20 years) on a straight line basis.

All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1st January 2000 is written off. Other fixtures, fittings and office equipment, equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Investments are valued at market value at 31<sup>st</sup> December

Current assets, amounts owing to the PCC at 31 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 on deposit either with the CBF Church of England Funds or at the bank.

## 2. Staff Costs

	2022	2021
Wages and salaries	£36,528	£33,649

During the year the PCC employed a children & family worker, an administrator and contracted a verger and a cleaner on a contract for services. Mr P Miller who is a member of PCC was paid £6,456 as church administrator and Mrs C Iddin who is a member of PCC was paid £1,976 as the church verger.

## 3. Missionary and Charitable Giving

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
Barnabus	600	0	600	600
Boaz Trust	700	0	700	1,017
Burnage Foodbank	600	650	1,250	600
Care for the Family	0	0	0	25
Children in Need	0	0	0	9
CMS	1,300	0	1,300	1,300
DEC-Ukraine	1,513	655	2,168	0
Dignity	600	0	600	600
Francis House	0	0	0	205
Indian Evangelical Mission	1,300	0	1,300	2,763
Message Trust	1,300	0	1,300	1,300
Open Doors	1,300	0	1,300	1,300
Red Nose Day	14	0	14	0
St Anns Hospice	0	0	0	381
Tear Fund	1,300	0	1,300	1,320
The Falconer				
Home	1,300	38	1,338	1,312
Water Aid	525	0	525	314
Womens World				
Day of Prayer	0	0	0	55
	<u>12,352</u>	<u>1,343</u>	<u>13,695</u>	<u>12,826</u>

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# Accounts

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**PCC of St Margaret's Church, Burnage.**  
**Independent Examination for Year Ending 31st December 2021**

Examination undertaken in accordance with The Charity Commission instructions and checklist:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/672779/CC32 -  
Independent examination of charity accounts.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/672779/CC32_-_Independent_examination_of_charity_accounts.pdf)

<https://www.gov.uk/government/publications/independent-examination-of-charity-accounts-examiners-cc32>

**DIRECTIONS 1, 2 & 3 – ELEGIBILITY FOR & RECORD OF INDEPENDENT EXAMINATION;  
CONFLICTS OF INTEREST**

St Margaret's doesn't require an audit as income is under £1,000,000 in 2021 and the trustees have not requested an audit.

I am qualified to independently examine St Margaret's accounts by virtue of my understanding of accounting practice with nearly 40 years as a bank manager for which I was trained in analysis of accounts and qualified as ACIB; for the last 8 years being the treasurer trustee for a charity. I require no further qualification as income is under £250,000. I was approached prior to the APCM in April 2021 to see if I would undertake the examination for year-end 31<sup>st</sup> December 2021. I agreed to do so, and my appointment was ratified by the APCM (refer minutes).

There are no conflicts of interest which prevent my undertaking the independent examination. Where I have had questions arising from my examination I have conversed by email with Angela Stansfield (Treasurer).

A file containing working papers is on record.

**DIRECTION 4 – PLAN THE INDEPENDENT EXAMINATION**

The objectives and activities of the charity are understood from a 40-year association with St Margaret's and from examination of the accounts for at least the last 12 years.

Random items of higher value or unusual occurrence will be vouched for.

I have reviewed areas for improvement suggested in the previous examination and have observed that action has been taken where essential. Advisory items carried forward have been included below.

Accounting records have been supplied by way of *Statement of Financial Activities, Balance Sheets, General Ledger* and *Fund Receipts & Payments* reports provided by the accounting software and by provision of a *full list of transactions*. Receipts have been provided to match against the transactions.

Minutes of the trustee meetings for 2021 have been provided as well as the APCM & Vestry Meeting and Annual Report.

**DIRECTION 5 – CHECK THAT ACCOUNTING RECORDS ARE KEPT TO THE REQUIRED  
STANDARD**

The guidance detailed by The Charity Commission includes the following statements:

*The review procedures are aimed at identifying any significant failure to maintain records in a manner consistent with the legal requirements and are not intended to identify every omission or insignificant error in the keeping of accounting records*

*The accounting records kept by the charity should:*

- *be up to date at the time the accounts are prepared*
- *be readily available*
- *provide the basic information from which the charity's financial position can be understood on any selected date and at the end of the reporting period (financial year)*

*The accounting records kept by the charity must contain:*

- *details of all income/money received and payments/expenditure made, the date, and the nature of the income/money received or payments/expenditure and a record of any stocks and fixed assets held*
- *details of any assets and liabilities at the end of the reporting period*

Accounting records are kept to the required standard. The treasurer and those assisting with the finances are to be complimented.

The CC recommends an annual review of internal financial controls. I have had confirmation that this has been done. The checklist can be found here: <https://www.gov.uk/government/publications/internal-financial-controls-for-charities-cc8>

#### DIRECTION 6 – CHECK THAT THE ACCOUNTS ARE CONSISTENT WITH THE ACCOUNTING RECORDS

*The examiner must compare the accounts of the charity with the charity's accounting records in sufficient detail to reasonably conclude that the accounts are not materially inconsistent with the accounting records.*

The following comparisons have been undertaken:

- The accounts have been compared against the reports described in 4 above.
- The bank account balances on the Balance Sheet have been compared against the statements from the various organisations and found to be correct.
- Standing orders received in March to code 0201 and code 0101 were confirmed against bank statements (A few had been missed on March spreadsheet but caught up in 2 months)
- Transactions on code 1810 Missionary giving were compared to vouchers. Not all receipts/acknowledgements were identified. However, the payments were made electronically and appear to be valid.
- Transactions on code 1930 were sampled against vouchers and found to be in order.
- Evidence of Parish Share invoice and receipts was seen on screen. **Copy to be placed in Payments folder for Dec 2021**

The following are record keeping or accounting matters for consideration:

- **It would helpful if all the receipts were annotated with the audit number. Some receipts are stored electronically which is helpful but if the document could have the audit number at the start, that may be an advantage.**
- **Consideration should be given to depreciating the Parish Centre.** It is recognised that the value of the land has increased considerably and that the balance sheet value may be fair. **The PCC could be acquainted with the options and decide if any accounting changes are required.**

The SORP states as follows:

*10.29. A tangible fixed asset, less its residual value (its scrap or realisable value at the end of its*

*economic life), must be depreciated on a systematic basis over its useful economic life. The charity should choose a depreciation method which reflects the use of the asset and the expected timing or pattern of consumption of its economic benefits.*

*10.30. Some assets may have a high residual value which will remove the need for depreciation to be charged. For example, land is not depreciated because it will not generally wear out and its residual valuation is likely to be at least equal to its cost or valuation. However, land is tested for impairment.*

- Use of income classed as earmarked donations (Code 1370) disguises what it really is. **Should it be under another heading but put in the relevant fund or indeed, use made of agency for collections for leaving gifts?**
- Having a designated fund for *Legacies* is understandable and it is presumed that the donor made no restrictions. For as long as the PCC hasn't defined what the legacies will be used for, the fund description is appropriate.

The conclusion is that the accounts are consistent with the accounting records.

#### DIRECTION 9 – GOING CONCERN

I am confident that the trustees have assessed the charity's financial circumstances. The charity can pay bills and meet liabilities when due.

#### DIRECTION 10 – FORM & CONTENT OF THE ACCOUNTS

The charity has prepared *receipts and payments* accounts. It is lawful to prepare such accounts; all accounting statements are present, and the funds of the charity are correctly identified.

#### DIRECTION 11 – ANALYTICAL REVIEW

Cash spent in the current year has been compared to that of the previous year. There have been no significant changes.

All necessary explanations and confirmations have been provided by the treasurer.

#### DIRECTION 12 – COMPARE THE TRUSTEES' ANNUAL REPORT WITH THE ACCOUNTS

The annual and report and accounts are consistent.

#### DIRECTION 13 – WRITE AND SIGN THE INDEPENDENT EXAMINATION REPORT

Direction 13 states: ***The examiner must not sign their report before the trustees have approved and signed the trustees' annual report and the accounts. Until the trustees have approved and signed the accounts, the accounts are draft and not final.***

The PCC should approve the report and accounts <https://www.churchofengland.org/resources/clergy-resources/pcc-accountability-guide/chapter-4>

**The examiner could be asked to review the accounts prior to presentation to the PCC and may indicate that they are prepared to sign the examiner's report once the PCC has given approval. This**

would remove the possible need for e-presentation to the PCC after the examiner has reported. The March PCC meeting may have to be changed.

Direction 13 further states: *A charity's governing document may have specific requirements about using handwritten or electronic signatures. If it does not, signatures on balance sheets and trustees' annual reports do not have to be "wet ink" or handwritten. **Electronic signatures can be used**, for example, typed signatures or electronic versions of a handwritten signature (for example a scanned version of a handwritten signature). This also applies to the signature on the independent examiner's report.*

## CONCLUSION

I am grateful to the treasurer who has taken up the recommendations from last year.

**The statements in bold above indicate that attention is required to the treasurer's satisfaction. Outcomes of enquiries and evidence found are not required by me.**

I am confident to sign of the Independent Examiners Report without qualification

Martin Palmer  
2<sup>nd</sup> May 2022

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# Accounts

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**Parochial Church Council of St Margaret, Burnage**

**Financial Statements for the Year Ended 31 December 2020**

**Charity Registration Number 1132549**

Governing Document:	The trustees are incorporated as a body
Incumbent:	Revd. M Calladine The Rectory 250 Burnage Lane Burnage Manchester
Trustees:	Mr R Baker Miss S Brannen Mr A Foulkes Mrs D Foulkes Mrs J Franklin Mrs P Hardy Mrs C Iddin Mrs A Maher (Jan to Oct) Mr P Miller Mrs R Miller Mrs A Stansfield Mr D Stansfield Mr M Stansfield Mr A Wilkinson (Jan to Oct)
Bankers	Barclays Didsbury Branch 753/755 Wilmslow Rd, Didsbury, Manchester M20 6RN  CAF Bank 25 Kings Hill Ave, West Malling, Kent, ME19 4JQ  CBF Church of England Deposit Fund 80 Cheapside, London, EC2V 6DZ  Alliance & Leicester Commercial Bank 62 Hagley Rd, Birmingham, B16 8PE
Independent Examiner:	Mr M Palmer 31 Marina Drive Marple Cheshire

## Annual Report for the year ending 31st December 2020

### BACKGROUND

St. Margaret's Parochial Church Council has the responsibility in co-operation with the incumbent, Rev. Matt Calladine in promoting the following:

"Together we aim to: "Worship God, grow in the Spirit, proclaim Jesus and serve the world."

It also has responsibility for the maintenance of St. Margaret's Church, Parish Centre and grounds.

### MEMBERSHIP

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. During 2020 the following served as members of the PCC and attended as follows:

#### Incumbent

Rev. M Calladine	Jan to Dec	6 out of 6
------------------	------------	------------

#### Wardens (elected annually)

J Franklin	Oct to Dec	1 out of 1
R Miller	Jan to Oct	5 out of 5
M Stansfield	Jan to Dec	6 out of 6

#### Representatives of Deanery Synod (election due in 2023)

A Maher	Jan to Oct	2 out of 5
A Wilkinson	Jan to Oct	5 out of 5
A Foulkes	Jan to Dec	5 out of 6

#### Elected members for 3 years (1/3rd of membership elected each year)

##### From January to December 2020

R Baker	Jan to Dec	5 out of 6
S Brannen	Jan to Dec	6 out of 6
D Foulkes	Jan to Dec	3 out of 6
J Franklin	Jan to Oct	5 out of 5
P Hardy	Jan to Dec	5 out of 6
C Iddin	Jan to Dec	6 out of 6
P Miller	Jan to Dec	6 out of 6
R Miller	Oct to Dec	1 out of 1
A Stansfield	Jan to Dec	6 out of 6
D Stansfield	Jan to Dec	4 out of 6

Since the APCM in 2014 St. Margaret's has been allocated 3 representatives on the Deanery Synod. Currently there are 2 vacancies on the Deanery Synod; only one representative was elected at the APCM in October 2020.

In accordance with the resolution passed at the AGM in 1996, each year the terms of office for 3 members of the PCC come to an end creating 3 vacancies on the PCC. This year the terms of office for Sheila Brannen, Pearl Hardy and Catherine Iddin come to an end.

### Church Attendance

At the APCM in October 2020 there were 87 names on the Church Electoral Roll, of whom 20 were not residents within the Parish. The average Sunday attendance in October 2020 (the period used for Parish Share statistics) was 31 (none of whom were under 16). By this date the services were being live streamed and made available on Youtube. It is estimated that attendance via these media was about 48 based on the number of hits on the services on Youtube as at 12<sup>th</sup> January 2021. However it is not possible to know how many people each hit represents, if the same person accesses the service multiple times or if people who attend in person also access the service on Youtube.

The average Sunday attendance in October 2019 (the period used for Parish Share statistics) was 93 (12 of whom were under 16).

### Review of the year

In 2020 the Covid 19 pandemic had a significant impact on the life of St. Margaret's. Many events were cancelled or postponed and arrangements for worship and meetings were adapted, in line with government and Diocesan regulations and guidance.

Ensuring the church was Covid safe was a priority for the PCC; the church's Risk Assessment continues to be regularly evaluated and amended in line with the latest regulations. It is displayed in church and published on the church website.

Another priority has been keeping in touch with members of the church family and ensuring everyone has access to resources for worship. The PCC are very aware of those members who are particularly isolated because they live alone, are shielding or have no internet access. The 'buddy system' was set up pairing up members of the congregation for support and encouragement. The St. Margaret's Facebook page has helped to keep church members in touch with each other and provide information about events; prayer requests can be posted on the St. Margaret's Just Prayer Facebook page. Each week members of the congregation are provided with a copy of the notice sheet 'In Contact' and the liturgy for the services either by email or as a hard copy, for those who don't have internet access. In Contact contains a shortened version of the week's sermon, points for prayer, notices and contact details for services on radio and television. Links to the services on Youtube and In Contact are provided on the church's website and Facebook page.

There have been rapid developments in technology with the services initially being recorded and, following investment in the appropriate technology and training of operators, live streamed on Youtube. Many people contribute to services either in person in church or by providing recordings of prayers, readings and music from home.

Many church meetings and some social events were held remotely via Zoom including after service coffee time, prayer times, some house groups and PCC meetings. In accordance with Diocesan regulations related to the Covid 19 pandemic, the APCM was postponed in 2020 until October. The meeting was held in church with people having the choice to attend in person or remotely via Zoom. Questions could be submitted prior to the meeting by those who preferred not to attend in person and did not have internet access.

From May to August Manchester Vineyard used the church hall to make up food parcels to be distributed to the local community. Between September and November 2020, according to the government regulations at the time, some activities were able to reassume in the church hall.

The PCC acknowledge the increasing importance of developing a presence on social media. A small group was set up to specifically to consider the development of the church's social media presence and will report back to the PCC in 2021.

The 'Seeing Clearly Vision 2020' and strategic mission outreach was considered at each PCC meeting. There were 3 aims to the 'Seeing Clearly Vision 2020':

- The need to encourage the involvement of people in the 20 to 40 age group within the church
- The organisation of social events to gather the church family together and to attract other people
- The need to have a focus on discipleship.

Part of this vision has been developing the work amongst children and young families. Following a month of prayer, a pledge day was organised on Sunday 15<sup>th</sup> March to raise money for the appointment of a Children and Families worker; the pledges, including gift aid, amounted to £117,000. Following this very generous response from members of the congregation, Stephanie O'Hanlon was appointed in August and started work in November.

Links with several local schools continued to be fostered over the year. At the start of the pandemic Experience Easter 2020 was cancelled due to the start of the national lockdown in March. A series of Experience Christmas videos were produced and distributed to the schools. A nativity trail with the theme of Light and Hope was organised round the parish in December. .

The full PCC met on 6 occasions during the year. The meetings were held remotely from April onwards due to the Covid 19 pandemic. The level of attendance at meetings has been good.

Among the items for discussion by the PCC were:

Appointment of Children and Families Worker

Government and Diocesan guidance and regulations related to Covid 19 pandemic

Risk assessment and making the church Covid safe

Opening the church for worship during the pandemic

Live streaming

Keeping in touch with members of church family

Arrangements for APCM

Deanery Synod reports

Finance reports

Property reports

Calendar of events including special or seasonal services

Seeing clearly vision 2020 and Strategic Mission Outreach

Mission links and missionary giving

Roles and responsibilities in the church

PCC Away Day

Training opportunities including inclusion and diversity, first aid and dementia awareness

Data protection legislation  
Development of social media  
Development of In Touch, In Contact and website

Appointment of Parish Centre cleaner

The PCC regularly reviewed and evaluated church events and services.

The PCC continues to comply with its duty to have regard to the House of Bishops' guidance on safeguarding children and vulnerable adults. Members are regularly updated about matters relating to safeguarding and the annual safeguarding report is presented at the PCC meeting prior to the APCM.

Throughout the year the church buildings and grounds have continued to be kept clean and in a state of good repair; in particular there was significant investment in the repair of masonry on parts of the church.

### Committees

The Standing Committee is the only committee required by law. It has the power to transact the business of the PCC between its meetings, subject to any directions given by the Council. The Standing Committee met three times in March to discuss and make arrangements related to the first national lockdown, supporting members of the church and the organisation of worship.

Other teams which also meet to support the work of St. Margaret's include the Strategic Mission Outreach team, Celebration Planning team, Prayer Ministry team, Creative Prayer team and the Home Group Leaders group.

The agendas and minutes of the PCC meetings are available on request and are normally displayed in church.

### Financial Review

Total receipts on unrestricted funds was £143,333 of which £78,328 was unrestricted planned giving. The planned giving through envelopes, payroll giving and standing orders increased by 0.3% and the church continues to be well supported by committed giving. Over the year income exceeded expenditure by £12,768.

### Reserves Policy

It is PCC policy to try and maintain a balance on free reserves (cash and bank balances) that equates to six months income. The balance of the free reserves at 31 December 2020 was £61,402 which was less than this but higher than in 2019. It is our policy to invest the short term investment fund balances with the CCLA Church of England Deposit Fund or in a CAF deposit account.

### Plans for the Future

The PCC sets an annual budget that incorporates their plans for the next 12 months. Due to the pandemic this has been harder to establish than usual. The budget for 2021 allows for provision for the children and families worker to help fulfil the vision of the church.

## **INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS/TRUSTEES OF ST MARGARET BURNAGE, PAROCHIAL CHURCH COUNCIL**

I report on the accounts for the year ended 31<sup>st</sup> December 2020, which are set out on pages 7 to 12

### **Respective responsibilities of Trustees and Independent Examiner**

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 ("The 2011 Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act); and
- state whether particular matters have come to my attention.

### **Basis of Independent Examiner's Statement**

My examination was carried out in accordance with 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

### **Independent Examiner's statement**

In the course of my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in, any material respect, the requirements  
·to keep proper accounting records in accordance with s.130 of the 2011 Act); or  
·to prepare accounts which accord with these accounting records  
have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

### **Signed:**

Signed: 

Date: 11.4.2021

Martin Palmer  
31 Marina Drive  
Marple  
SK6 6JL

## Statement of Financial Activities

	Unrestricted	Restricted	2020	2019
<b>Income and endowments from:</b>	<b>Funds</b>	<b>Funds</b>		
Donations and legacies	133,237	37,533	170,770	111,306
Income from charitable activities	6,725	—	6,725	11,297
Other trading activities	—	—	—	30
Investments	269	—	269	135
Other income	3,100	—	3,100	10,255
<b>Total income</b>	<b>143,333</b>	<b>37,533</b>	<b>180,866</b>	<b>133,026</b>
<b>Expenditure on:</b>				
Expenditure on charitable activities	131,997	5,216	137,214	117,169
Other expenditure	3,987	—	3,987	2,584
<b>Total expenditure</b>	<b>135,985</b>	<b>5,216</b>	<b>141,201</b>	<b>119,753</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>7,348</b>	<b>32,316</b>	<b>39,665</b>	<b>13,272</b>
<b>Transfers</b>				
Gross transfers between funds - in	94,050	3,526	97,577	7,323
Gross transfers between funds - out	(94,050)	(3,526)	(97,577)	(7,323)
<b>Other recognised gains / losses</b>				
<b>Net movement in funds</b>	<b>7,348</b>	<b>32,316</b>	<b>39,665</b>	<b>13,272</b>
<b>Total funds brought forward</b>	<b>548,367</b>	<b>4,257</b>	<b>552,624</b>	<b>539,352</b>
<b>Total funds carried forward</b>	<b>555,715</b>	<b>36,574</b>	<b>592,289</b>	<b>552,624</b>
<b>Represented by</b>				
<b>Unrestricted</b>				
General fund	512,200	—	512,200	531,435
<b>Designated</b>				
Elizabeth Shuttleworth Fund	760	—	760	760
Fabric Fund	—	—	—	859
Kids Club	350	—	350	379
Legacies	41,229	—	41,229	13,577
Pathfinders	365	—	365	388
Tuesday Group	28	—	28	458
YHA(Des)	175	—	175	—
abc	604	—	604	507
<b>Restricted</b>				
Alpha	—	100	100	100
Children & Family Worker	—	32,083	32,083	—
Christopher Roberts Memorial Fund	—	3,075	3,075	3,075
Holiday at Home	—	1,315	1,315	565
Missionary Giving	—	—	—	516

## Balance sheet

		2020	2019
<b>Fixed assets</b>			
6430	Parish Centre	411,218	411,218
FIXFIT	Fixtures & Fittings	1	1
LAND	Land (Field)	45,000	45,000
	<b>Total Fixed assets</b>	<b>456,219</b>	<b>456,219</b>
<b>Current assets</b>			
6501	CAF current account	9,375	23,133
6505	Barclays Current account	3,661	2,211
6510	CCLA (CBF) deposit account	27,893	27,670
6515	CAF Deposit account	88,364	20,667
6520	CCLA (CBF) Organ account	—	—
6530	CCLA (CBF) Fabric account	—	—
6540	abc current account	555	370
6550	abc deposit account	—	—
6555	abc cash	48	137
6560	Kids club cash	16	45
6570	Tuesday Group Cash	28	560
6585	Petty Cash (Church & Treasurer)	154	147
6590	Cash in hand	—	—
6600	Stock	46	46
Z06	IR Debtor	7,421	21,416
Z07	Prepayments	—	—
	<b>Total Current assets</b>	<b>137,564</b>	<b>96,405</b>
<b>Liabilities</b>			
6650	Accruals	—	—
6699	Agency collections	(20)	—
Z04	Accounts Payable	1,514	—
	<b>Total Liabilities</b>	<b>1,494</b>	<b>—</b>
	<b>Net Asset surplus(deficit)</b>	<b>592,289</b>	<b>552,624</b>
<b>Reserves</b>			
Z01	Excess / (deficit) to date	39,665	36,242
	Starting balances	552,624	516,381
	<b>Total Reserves</b>	<b>592,289</b>	<b>552,624</b>
<b>Represented by funds</b>			
	Unrestricted	517,620	531,435
	Designated	43,514	16,931
	Restricted	31,154	4,257
	Endowment	—	—
	<b>Total</b>	<b>592,289</b>	<b>552,624</b>

## Analysis of income and expenditure

### INCOME AND ENDOWMENTS

#### Donations and legacies

	Unrestricted	Designated	Restricted	2020	2019
Gift Aid - Bank	72,091	—	2,860	74,951	68,986
Gift Aid - Envelopes	195	—	30	225	780
Other planned giving	5,033	—	—	5,033	6,257
Loose plate collections	2,908	—	—	2,908	5,712
Payroll Giving	1,009	—	—	1,009	2,025
One-off Gift Aid gifts	735	—	21,495	22,230	1,556
Donations appeals etc	160	—	3,445	3,605	1,181
Tax recoverable on Gift Aid	19,378	—	5,667	25,045	19,787
Legacies	5	30,711	—	30,716	—
Non-recurring one-off grants	—	—	3,750	3,750	1,000
Earmarked Donations	—	1,008	286	1,295	4,019
Total	101,516	31,720	37,553	170,770	111,306

#### Income from charitable activities

Fees for weddings and funerals	3,031	—	—	3,031	3,976
Bookstall sales	156	—	—	156	146
Premises lettings	3,538	—	—	3,538	7,175
Total	6,725	—	—	6,725	11,297

#### Other trading activities

Bookstall sales - fund raising	—	—	—	—	30
Total	—	—	—	—	30

#### Investments

Bank and building society interest	269	—	—	269	135
Total	269	—	—	269	135

#### Other income

Sundry Income (Photocopier)	42	—	—	42	18
Insurance claims	1,086	—	—	1,086	2,672
abc income	—	186	—	186	1,010
Tuesday Group Income	—	820	—	820	3,865
Coffee Morning Income	—	92	—	92	405
Kids Club Income	—	48	—	48	193
From other church groups	824	—	—	824	2,091
Total	1,953	1,146	—	3,100	10,255
<b>INCOME TOTAL</b>	<b>110,466</b>	<b>32,867</b>	<b>37,533</b>	<b>180,866</b>	<b>133,026</b>

## EXPENDITURE

### Expenditure on charitable activities

	Unrestricted	Designated	Restricted	2020	2019
Rectory Housing	3,048	—	—	3,048	2,971
Rector Expenses	754	—	—	754	553
Youthworker Salary	—	—	3,666	3,666	—
Youthworker Expenses	—	—	75	75	—
Administrator Salary	6,254	—	—	6,254	6,161
Staff Salaries (Verger/Cleaner)	3,492	—	—	3,492	3,656
Visiting Speakers	—	—	—	—	50
Parish share	51,358	—	—	51,358	47,404
Missionary Giving	11,200	—	1,475	12,675	17,614
Church Heat Light & Water	3,748	—	—	3,748	4,789
Insurance	4,267	—	—	4,267	4,246
Repairs-General	2,725	—	—	2,725	2,405
Repairs-Major	30,145	859	—	31,005	2,449
Churchyard	1,230	—	—	1,230	1,128
Cleaning Materials	349	—	—	349	390
Hall running - maintenance	135	—	—	135	—
Hall running - heating, lighting & water	3,107	—	—	3,107	4,237
Parish Centre - Opening Up Fee	130	—	—	130	410
Upkeep of Services	1,294	—	—	1,294	1,269
Organ Repair	—	—	—	—	624
ICT/Sound System	79	—	—	79	979
Flowers	340	—	—	340	392
Evangelism	78	—	—	78	282
Love Burnage	—	—	—	—	2,211
Messy Church	—	—	—	—	48
Adult Education	—	—	—	—	39
Under 18s	44	22	—	66	213
Administration	2,484	—	—	2,484	2,767
Publicity & Communication	215	—	—	215	1,095
Bookstall costs	—	—	—	—	475
Training	—	—	—	—	300
Refreshments	126	—	—	126	445
Affiliation Fees	—	—	—	—	50
Earmarked Expenditure	—	512	—	512	1,034
abc expenses	—	89	—	89	560
Kids Club Expenditure	—	77	—	77	347
Tuesday Group	101	664	—	766	3,059
Legacy Spending	—	3,059	—	3,059	908
Holiday at Home	—	—	—	—	1,593
<b>Total</b>	<b>126,712</b>	<b>5,285</b>	<b>5,216</b>	<b>137,214</b>	<b>117,169</b>

### Other expenditure

To other church groups	—	678	—	678	1,591
Fees to Diocese	3,309	—	—	3,309	993
<b>Total</b>	<b>3,309</b>	<b>678</b>	<b>—</b>	<b>3,987</b>	<b>2,584</b>
<b>EXPENDITURE TOTAL</b>	<b>130,021</b>	<b>5,964</b>	<b>5,216</b>	<b>141,201</b>	<b>119,753</b>
<b>GRAND TOTAL</b>	<b>(19,554)</b>	<b>26,903</b>	<b>32,316</b>	<b>39,665</b>	<b>13,272</b>

## Notes to the accounts

### 1. Accounting policies

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, with reference made to the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP (FRS 102))

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible by law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

### **Fund Accounting**

Restricted funds comprise revenue donations or grants for a specific PCC activity intended by the donor.

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

Designated funds are general funds set aside by PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

### **Incoming Resources**

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resources to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

### **Resources Expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC. The diocesan parish share is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011. Land and buildings are not depreciated.

Moveable church furnishings held by the Rector and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are inalienable property, listed in the church inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Items acquired since 1st January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 20 years) on a straight line basis.

All expenditure incurred during the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1st January 2000 is written off. Other fixtures, fittings and office equipment, equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Investments are valued at market value at 31<sup>st</sup> December

Current assets, amounts owing to the PCC at 31 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 on deposit either with the CBF Church of England Funds or at the bank.

## 2. Staff Costs

	2020	2019
Wages and salaries	£13,413	£9,817

During the year the PCC employed an administrator and contracted a verger and a cleaner on a contract for services. Mr P Miller who is a member of PCC was paid £6,254 as church administrator and Mrs C Iddin who is a member of PCC was paid £1,976 as the church verger.

## 3. Missionary and Charitable Giving

	2020 Unrestricted	2020 Restricted	2020 Total	2019 Total
Barnabus	600	0	600	500
Boaz Trust	600	275	875	1364
Booth Centre		235	235	0
BRF (Messy Church)	00	0	0	500
Burnage Foodbank	1,100	235	1335	500
Care for the Family	60	0	60	60
Comic Relief	0	0	0	29
Christians Against Poverty(CAP)	0	0	0	500
CMS	1,300	0	1,300	1,940
Dignity	600	0	600	1,940
Indian Evangelical Mission	1,300	0	1,300	1,940
Message Trust	1,300	0	1,300	1,940
N Stansfield	0	0	0	300
Open Doors	1,300	0	1,300	1000
Tear Fund	1,300	230	1,530	2,311
The Falconer Home	1,800	10	1810	1,940
Water Aid	490		490	850
	<u>11,750</u>	<u>985</u>	<u>12,735</u>	<u>17,614</u>