

PAROCHIAL CHURCH COUNCIL OF ST MARK WORSLEY

Charity Registration No 1132732

ANNUAL REPORT AND
FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

The parish is part of the Diocese of Manchester within the Church of England. The correspondence address is:-

St Mark's Rectory
Walkden Road
Worsley
Manchester M29 2WH

Website: www.stmarksworsley.org.uk

The parish is divided into two districts, with three congregations and two schools, and is served by a team ministry.

St Mark's District

St Mark Worsley, Worsley Brow, Worsley, Manchester M28 2WH

St Mark's C of E Primary School, Aviary Road, Worsley, Manchester M28 2WF

St Mary's District

St Mary the Virgin, Ellenbrook, Ellenbrook Road, Manchester M28 1FR

St Andrew Boothstown, which meets at

St Andrews's C of E Primary School, Vicar's Hall Lane, Boothstown Manchester M28 1HS

Aims and purposes

The PCC has the responsibility of co-operating with the clergy in promoting to the public, in the ecclesiastical parish, the whole mission of the Church: pastoral, evangelistic, social and ecumenical. Under the Constitution of the Team Ministry, the PCC delegates to the District Church Councils (DCC's) of St Mark and St Mary the day to day promotion of the mission of the Church and the care and maintenance of the church buildings.

Activities

The church doors closed, opened, closed and opened again amid a series of risk assessments and an abundance of hand sanitiser. It has been an astonishing year on so many levels and through God's good grace we have come through it. Yes, mindful that the challenges that came with coronavirus and lockdown have not disappeared, but they have depleted. For the moment.

We have learned to live differently, and our ministry has continued. Indeed, it never faltered! We have gained new skills, learned new language and become more 'tech savvy'. In the absence of the collection plate, many people transferred their sacrificial giving to direct giving via their bank. The 'Donate' buttons in our churches have been effectively and appreciatively used as our congregations have continued to support. Facebook, WhatsApp and the church websites came into their own. However, the human touch never diminished, and we found innovative, yet simple ways to reach out to both the church family and the wider community. God provided us with the opportunities to replace church business with

personal prayerfulness and the space to deepen our faith and spirituality. What a blessing.

We know that as our communities recover, or otherwise, from the pandemic, our churches will have an important role to play in supporting people's needs. The learning curve will continue.

In the midst, we said goodbye, with love and deep affection, to Reverend Dot Fair, as she retired from her post as (HFD) priest-in-charge of Holy Rood Church. We give thanks for her fruitful ministry among us, a much loved colleague and friend. We also express appreciation to Paul Rimmer, Warden at Holy Rood. The relationship with Holy Rood church has always been a good one, but it has flourished even further during the lockdown and provides a strong foundation in readiness for the arrival of the new Team Rector. We are all extremely pleased to be welcoming Reverend Adam Whittle to this post in the near future and pray blessing on his ministry.

Whilst St. Mary's and St. Andrew's have not been in a position to open for Sunday worship, St. Mark's with the larger and more accessible building, has, when permitted, been open for Sunday Eucharist, thus enabling us to function within the diocesan guidelines. We are thankful to the priests who have given their support throughout the vacancy.

St. Mary's and St. Andrew's set up live Zoom church and the resulting increase in the congregation encourages us to consider how we might follow both an online and in-person provision for the future. I would like to record personal thanks to Fran Orford who provided such sterling support in those early days of Zoom Church.

So, we come now in thanksgiving for all that has been possible. To the Warden team and Roy Farnell at St. Mark's for ensuring that the church has kept functioning. To my Reader colleague, Sheila Radford, whose ministry is valued beyond measure. To parish and district Wardens, Kath Tonge, Irene Butler and Peter Lumb who have been such a tower of strength and support and to the many Christian hands that have been at work, spreading the love of God. The church buildings may have been closed but the church has most definitely been open and very active throughout the last year. As we look to the challenges ahead, we do so in the backdrop of the resurrection and the hope that comes with new life in Christ and new ways of 'being church' in a different world. Thanks be to God.

Financial Review

Income for the year totalled £176,485 and expenditure £160,991, giving a surplus of £15,494. However, non recurring income from legacies of £35,025 and a large donation of £5,030 mask the underlying financial activities of the parish which effectively incurred a loss for the year of £24,561. This loss has been caused by reduced income and attendance from church services, baptisms, weddings, funerals, church hall rental and general fund raising events as a result of the closure of our places of worship during the pandemic. Expenses have been tightly controlled but because of these financial pressures the Parish was unable to meet its parish share by £19,782. Thankfully, the parish is financially strong and will continue to be so, once lockdown is reversed in June 2021.

Reserves Policy

Over many years the Church has accumulated its Unrestricted General Fund from bequest of property and general income. The church of St Mark itself is a Grade 1 listed building which this year celebrates its

one hundred and seventy fifth anniversary. Together with the current uncertainties of the pandemic, a forecasted loss for the year of £40,000, the PCC considers it prudent policy to maintain general funds at current levels to guard against the loss in value of its investments, the fabric of the Church and its surroundings and related high maintenance costs. Surplus cash funds are invested in the CBF Church of England Deposit Fund.

Structures, Governance and Management

PCC Members who served in the year 2020:-

Team Rector	Vacancy
Team Vicar	The Revd Karen Hopwood-Owen
Reader	Sheila Radford
Churchwarden	Kath Tonge
Deanery Synod Member	Jill Rawson
	Helen Wiles
Elected – St Mark's	Greta Barwise
	Dr Martin Seeley
	Douglas Wright
	Christine Ellis
	Francesca Orford
	Barbara Lyon
	Elizabeth Pollitt
Elected – St Mary's	Anne Maye
	Carol Sansome
	Irene Butler
	Lesley Hopwood-Ryan
	Kath Tonge
	Jennifer Edwards
	Paul Heathcote
	Brian Mullineaux

Appointment of PCC members is set out in the Church Representation Rules. The Council comprises the Team Rector, Team Vicar, Churchwardens, those elected to the Deanery Synod and members elected at the Annual Parochial Church Meeting.

The PCC members are responsible for decision making on all matters of general concern and importance to the Parish including its finances. The PCC meets four times a year with an average attendance of 83%. Given its wide responsibilities the PCC has a number of sub committees each dealing with a particular aspect of parish life. These include Worship, Safeguarding of children and young people, buildings and finance, Church missionary work and communications.

Karen Owen – Team Vicar

6 May 2021

PAROCHIAL CHURCH COUNCIL OF ST MARK WORSLEY

Charity Registration No 1132732

FINANCIAL STATEMENTS

31 DECEMBER 2020

PAROCHIAL CHURCH COUNCIL OF ST MARK WORSLEY

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BALANCE SHEET

	Notes	31 December 2020		31 December 2019	
		£	£	£	£
Fixed Assets					
Tangible fixed Assets	5a		39,013		39,548
Investment assets	5b		350,066		347,486
			<hr/>		<hr/>
			389,079		387,034
Current Assets					
Debtors	6	9,566		6,557	
Cash at bank and in hand		273,051		275,602	
		<hr/>		<hr/>	
		282,617		282,159	
Current Liabilities: amounts falling due within one year	7	8,031		23,603	
		<hr/>		<hr/>	
Net Current Assets			274,586		258,556
Total Net Assets			<hr/>		<hr/>
			663,665		645,590
Funds	8 & 9		<hr/>		<hr/>
Unrestricted			572,899		557,478
Restricted			48,082		47,858
Endowment			42,684		40,254
			<hr/>		<hr/>
			663,665		645,590
			<hr/>		<hr/>

Approved by the Parochial Church Council of St Mark Worsley on 6 May 2021 and signed on its behalf by

Rev Karen Hopwood Owen Minister

Mrs K Tonge Church Warden

Mrs E Pollitt PCC Secretary

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted funds £	Restricted funds £	Endowment funds £	2020 Total £	2019 Total £
Incoming Resources						
Incoming resources from donors	2a	120,249	-	-	120,249	98,756
Other voluntary incoming resources	2b	5,344	-	-	5,344	20,302
Income from charitable and ancillary trading	2c	30,175	224	-	30,399	62,286
Income from investments	2d	20,493	-	-	20,493	19,101
Total Incoming Resources		<hr/> 176,261	<hr/> 224	<hr/> -	<hr/> 176,485	<hr/> 200,445
Resources Expended						
Activities directly relating to the work of the church	3a	148,624	-	-	148,624	175,667
Church management and administration	3b	8,947	-	-	8,947	6,722
Other expenditure	3c	3,420	-	-	3,420	16,992
Total Resources Expended		<hr/> 160,991	<hr/> -	<hr/> -	<hr/> 160,991	<hr/> 199,381
Net Incoming Resources		<hr/> 15,270	<hr/> 224	<hr/> -	<hr/> 15,494	<hr/> 1,064
Gain on investments						
- unrealized		151	-	2,430	2,581	5,777
Net Movement of Funds		<hr/> 15,421	<hr/> 224	<hr/> 2,430	<hr/> 18,075	<hr/> 6,841
Balances c/fwd at 1 January 2020		<hr/> 557,478	<hr/> 47,858	<hr/> 40,254	<hr/> 645,590	<hr/> 638,749
Balances b/fwd at 31 December 2020		<hr/> 572,899	<hr/> 48,082	<hr/> 42,684	<hr/> 663,665	<hr/> 645,590

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting Policies

The financial statements have been prepared in accordance with the Charities Act 2011 and the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities SORP 2005.

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

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Funds designated for a particular purpose by the PCC are also unrestricted.

Restricted funds are those funds that must be spent on restricted purposes. Details of the funds held and their restrictions are provided in note 9. Endowment funds where the capital must be retained are also explained in note 9.

Incoming Resources

Voluntary Income and capital sources

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

Planned giving receivable under covenant is recognised only when received.

The income from deposited covenants is spread over the duration of the deed of covenant.

Income tax recoverable on covenants or gift aid donations is accounted for when the income is recognised.

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

Funds raised by fairs, garden parties and similar events are accounted for when received.

Sales of books and magazines from the church bookstall are accounted for when received.

Income from Investments

Dividends and Interest are accounted for when receivable.

Rental income from the letting of church premises is recognised when the rental is due.

Gains and losses on investments

Realised gains and losses are recognised when Investments are sold.

Unrealised gains or losses are accounted for on the revaluation of financial investments at the year end.

Resources Expended**Grants**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PPC

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. Accounting Policies (continued)**Activities directly relating to the work of the Church**

The parish share is accounted for when due. Any parish share unpaid at 31 December should be provided for in these financial statements as an operational (though not a legal) liability and shown as a creditor in the balance sheet but see note 10.

Fixed assets**Consecrated land and buildings and movable church furnishings**

Consecrated and benefice property is excluded from the financial statements in accordance with section 10(2)(a) and (c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a facility for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure

Other property

St Marks Parish Hall	Stated at cost less accumulated depreciation - provided so as to write off the cost completely in equal instalments over 15 years.
School House	Valued at the mid-point of the Local Authority Council Tax Band plus subsequent additions at cost.
171 Greenleach Lane	Stated at cost

Other fixtures, fittings and office equipment

Equipment used within the church premises is depreciated on a straight line basis over 10 years. Individual items of equipment with a purchase price of £200 or less are written off when the asset is acquired.

Investments

Financial Investments are valued at their market value at 31 December each year.

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 irrecoverable.
Short-term deposits include cash held on deposit either with CBF Church of England Funds or at the bank and building society.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

2. Incoming Resources

	Unrestricted funds £	Restricted funds £	2020 Total £	2019 Total £
2a. Incoming resources from donors				
Planned giving:				
Gift Aid	52,772	-	52,772	55,260
Income tax recoverable	14,154	-	14,154	19,257
Envelope giving – non gift aid	187	-	187	1,157
Other collections at all services	6,334	-	6,334	17,168
Donations and Grants	12,902	-	12,902	5,914
Legacies	33,900	-	33,900	-
	<hr/> 120,249	<hr/> -	<hr/> 120,249	<hr/> 98,756
2b Other voluntary Incoming resources				
Donations appeals etc:				
Floodlight sponsorship	635	-	635	920
Fetes, bazaars, other fund raising events	4,709	-	4,709	15,497
Building Fund	-	-	-	3,885
	<hr/> 5,344	<hr/> -	<hr/> 5,344	<hr/> 20,302
2c Income from charitable and ancillary trading				
Magazine sales and advertising revenue	1,601	-	1,601	3,481
Wedding fees	4,186	-	4,186	14,962
Flowers	-	50	50	1,496
St Marks Church Hall	5,679	-	5,679	11,559
Funerals	14,180	174	14,354	28,452
War Memorial Grant	336	-	336	336
Audit fee not payable	-	-	-	2,000
British Gas Refund	4,193	-	4,193	-
	<hr/> 30,175	<hr/> 224	<hr/> 30,399	<hr/> 62,286
2d Income from investments				
Dividends and interest	1,677	-	1,677	2,186
Rental income	18,816	-	18,816	16,915
	<hr/> 20,493	<hr/> -	<hr/> 20,493	<hr/> 19,101
Total Incoming Resources	<hr/> 176,261	<hr/> 224	<hr/> 176,485	<hr/> 200,445

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

3. Resources Expended

	Unrestricted funds £	Restricted funds £	2020 Total £	2019 Total £
3a Directly relating to the work of the Church				
Ministry : Parish Share	80,218	-	80,218	89,290
Clergy expenses	715	-	715	948
Church – running expenses				
Insurance	9,899	-	9,899	7,327
Utilities	7,387	-	7,387	14,486
Church maintenance	10,496	-	10,496	12,999
Upkeep of altar services	1,922	-	1,922	1,416
Upkeep of churchyard	2,871	-	2,871	352
Magazine Printing Costs inc Crux	2,307	-	2,307	3,877
Childrens' Church	147	-	147	173
Wages and Fees	21,109	-	21,109	20,667
Depreciation of Tangible Fixed Assets	5,127	-	5,127	5,166
Miscellaneous	1,699	-	1,699	3,922
Weddings & Funerals	4,727	-	4,727	15,044
	<hr/> 148,624	<hr/> -	<hr/> 148,624	<hr/> 175,667
3b Church management and administration				
Administration:				
Printing, stationery and envelopes	3,135	-	3,135	2,467
Professional Charges	5,280	-	5,280	3,479
Bank Charges	532	-	532	776
	<hr/> 8,947	<hr/> -	<hr/> 8,947	<hr/> 6,722
3c Other expenditure				
Flower guild expenditure	-	-	-	1,970
Organ Maintenance	-	-	-	595
Railings/Landscaping	-	-	-	14,032
Legal fees re legacy	-	-	-	395
Architects Fees	3,420	-	3,420	-
	<hr/> 3,420	<hr/> -	<hr/> 3,420	<hr/> 16,992
Total Resources Expended	<hr/> 160,991	<hr/> -	<hr/> 160,991	<hr/> 199,381

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

4. Staff Costs

	2020 £	2019 £
Salaries (No. of staff – 1. 2019– 1.)	17,141	16,609
No remuneration is paid to any members of the PCC. Expenses have only been paid to the clergy as appropriate.		

5a. Tangible fixed assets

	Equipment £	Parish Hall £	Total £
Cost			
At 1 January 2020	55,546	77,326	132,872
Additions	4,592	-	4,592
At 31 December 2020	60,138	77,326	137,464
Depreciation			
At 1 January 2020	15,999	77,325	93,324
Charge for the year	5,127	-	5,127
At 31 December 2020	21,126	77,325	98,451
Net Book Values			
At 31 December 2020	39,012	1	39,013
At 31 December 2019	39,547	1	39,548

5b. Investment assets

	2020 £	2019 £
Financial Securities at Market Value		
366 shares – CBF Fixed Interest Securities	619	598
1,820 shares – CBF Investment Fund	37,217	34,814
Short term deposits including St Mark Church Trust £7,016 (2019 - £7,016)	43,877	43,721
	81,713	79,133

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

5b. Investment assets (continued)

	2020 £	2019 £
Investment Property at Cost		
School House	85,245	85,245
171 Greenleach Lane	183,108	183,108
	<hr/>	<hr/>
	268,353	268,353
	<hr/>	<hr/>
Total Investment Assets	350,066	347,486
	<hr/>	<hr/>

The PCC are of the opinion that the total market value of the investment property is £575,000.

6. Debtors

	2020 £	2019 £
Prepayments and other debtors	5,761	2,672
Income tax recoverable on Gift Aid	3,805	3,885
	<hr/>	<hr/>
	9,566	6,557
	<hr/>	<hr/>

7. Liabilities: Amounts falling due within one year

	2020 £	2019 £
Creditors for goods and services	8,031	28,703
	<hr/>	<hr/>

8. Analysis of Net Assets by Fund

	Unrestricted funds £	Restricted funds £	Endowment Funds £	Total £
Fixed Assets	346,395	-	42,684	389,079
Current Assets	234,535	48,082	-	282,617
Current Liabilities	(8,031)	-	-	(8,031)
	<hr/>	<hr/>	<hr/>	<hr/>
Fund Balance	572,899	48,082	42,684	663,665
	<hr/>	<hr/>	<hr/>	<hr/>

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

9. Fund Details

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total £
St Mark Worsley	516,784	37,382	42,684	596,850
St Marys Ellenbrook with St Andrews Boothstown	54,748	10,700	-	65,448
Magazine Account	786	-	-	786
St Mark's Flower Guild	581	-	-	581
	<u>572,899</u>	<u>48,082</u>	<u>42,684</u>	<u>663,665</u>

Analysis of Restricted and Endowment Funds**St Mark**

Meadowcroft Legacy – the capital is a bequest invested to produce income for maintenance of the church fabric

Williams Legacy – the capital is permanent endowment whilst the application of income is unrestricted

A number of small bequests which stipulate that capital is permanent and income be applied to churchyard upkeep

Bromley Legacy – re Family grave

Organ Fund

Bellringers fund for the refurbishment of the bells

Restoration fund, re Ellesmere Chapel

5,358

34,600

2,726

5,000

24,837

4,229

3,316

37,38242,684**St Marys**

Flower Guild

Building Fund

1,150

9,550

10,700**10 Parish Share**

For the current financial year the unpaid Parish Share for the whole parish amounted to £19,782. (2019 £5,395) This is not included in these financial statements, as required by the accounting policy, because it has been written off by the Diocese.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
PAROCHIAL CHURCH OF ST MARK WORSLEY**

I report to the charity trustees on my examination of the accounts of the Parochial Church Council of St Mark Worsley (the Church Council) for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity trustees of the Church Council 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 Church Council's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

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

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.



P B Syddall FCA FCIE
P B Syddall & Co
Chartered Accountants
Grafton House
81 Chorley Old Road
Bolton
Lancashire
BL1 3AJ

Date: 21/9/21