# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OUR LADY AND SAINT NICHOLAS, LIVERPOOL

England & Wales · Charity number 1132856

## Details

| | |
|---|---|
| **Other names** | Liverpool Parish Church PCC, THE PCC OF ST NICK'S LIVERPOOL |
| **Status** | Registered |
| **Legal form** | Previously excepted |
| **Registered** | 2009-11-21 |
| **Register** | View on the Charity Commission register |

## Contact

| | |
|---|---|
| **Address** | Liverpool Parish Church<br>Old Churchyard<br>Liverpool<br>L2 8TZ |
| **Phone** | 01512365287 |
| **Email** | enquiries@livpc.co.uk |
| **Website** | www.livpc.co.uk |

## Activities

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

**Activities:** Public worship & provision of sacred space for prayer and contemplation. Pastoral work, including visiting sick and bereaved. Teaching and promoting of Christianity through sermons, courses and small groups, events, meetings and distribution of literature. Promoting the mission of the church through activities for all ages and special need groups. Supporting charities in the UK and overseas.

## Classification

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

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## Geography

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

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|---|---|---|---|---|
| 2024-12-31 | £330,854 | £196,307 | - | - |
| 2023-12-31 | £257,292 | £206,097 | - | - |
| 2022-12-31 | £157,713 | £156,369 | - | - |
| 2021-12-31 | £194,930 | £143,438 | - | - |
| 2020-12-31 | £140,057 | £127,039 | - | - |

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## Trustees

| Name | Role | Appointed |
|---|---|---|
| Alastair Harwood | | 2025-05-11 |
| Andrew Derringer | | 2025-05-11 |
| Cassel Mathews | | 2025-05-11 |
| Dr Clare Ledingham | | 2025-05-11 |
| Dr James Robert Sydney Wrightson | | 2025-05-11 |
| Dr Rebecca Selman | | 2025-05-11 |
| Dr Victoria Ekpo | | 2025-05-11 |
| ELAINE PRICE | | 2025-05-11 |
| Emily Ridgway | | 2025-05-11 |
| Emma Howard | | 2025-05-11 |
| Kelly Montana-Williams | | 2025-05-11 |
| Laura Hutcheon | | 2025-05-11 |
| NICHOLAS ORME LEDINGHAM | | 2025-05-11 |
| PETER SUMMERFIELD | | 2025-05-11 |
| Pauline Addy | | 2025-05-11 |
| Rev Dr Philip Gregory Anderson | | 2025-12-07 |
| Rev Jennifer Brady | | 2021-07-04 |
| Rev MICHELLE ANN MONTROSE | | 2013-10-26 |
| Rev Steven Shakespeare | | 2025-05-11 |
| Rev WILLIAM ADDY | | 2017-06-08 |
| Rupert Litherland | | 2025-05-11 |
| SARAH LOUISE WRIGHTSON | | 2025-05-11 |
| Sian Loftus | | 2025-05-11 |
| Stephen Derringer | | 2025-05-11 |

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THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OUR LADY AND SAINT NIC

England & Wales - Charity number 1132856

# Accounts

Charity number 1132856

DIOCESE OF LIVERPOOL

# Liverpool Parish Church
# (Our Lady and St Nicholas)

# Annual Report

# of the Parochial Church Council

Year ending 31st December 2024

## *Administrative information*

Our Lady & St Nicholas, Old Churchyard, Chapel Street, Liverpool. L2 8TZ
Official correspondence to the Parish Administrator, Church Office at the above address.

## *PCC Members*

During the year the following served as members of the PCC:

| | |
|---|---|
| Rector: | The Revd Canon Dr Crispin Pailing (Chair) (until June 2024) |
| Assistant Priest: | The Revd Michelle Montrose |
| Assistant Priest: | The Revd Canon Bill Addy |
| Assistant Priest: | The Revd Jennifer Brady |
| Assistant Priest: | The Revd Dr Steven Shakespeare (from May 2024) |
| Wardens: | Mrs Sarah Wrightson<br>Dr Clare Ledingham |
| Deanery Synod Representatives: | Ms Victoria Ekpo<br>Mrs Emily Ridgway<br>Ms Kelly Montana-Williams<br>Mr Stephen Derringer (from April 2024) |
| Secretary: | Mrs Pauline Addy |
| Treasurer: | Dr James Wrightson *in attendance* |
| Other Elected Members: | Dr Rebecca Selman<br>Mrs Pauline Addy<br>Mr Nick Ledingham<br>Mr Martyn Cull (until April 2024)<br>Dr Sarah-Jane Cull (until April 2024)<br>Mrs Elaine Price<br>Mr Peter Summerfield (Lay Vice-Chair)<br>Mr Rupert Litherland<br>Mr Alastair Harwood<br>Mr Andrew Derringer<br>Mrs Sian Loftus (from April 2024)<br>Mrs Cassel Mathews (from April 2024)<br>Ms Laura Hutcheon (from April 2024) |
| In Attendance: | Mr Derby Guerrier (Parish Assistant) (until August 2024)<br>Mr Stephen Derringer (Buildings Manager) (until April 2024) |

## *Parish Advisors*

**Bankers**: Barclays Bank PLC, Liverpool City Business Centre, 48b-50 Lord Street, Liverpool L2 1TD

**Investment Managers**: Oliver Hall, Rathbones Investment Management, Port of Liverpool Building, Pier Head, Liverpool L3 1NW

**Architect**: Mike Darwell, John Coward Architects, 3 Unsworth's Yard, Ford Road, Cartmel, Grange over Sands, Cumbria LA11 6PG

**Independent Examiner**: Susan Buckley, SBA Accounting Limited, Gladstone House, 2 Church Road, Liverpool L15 9EG

Day to day management control of the Church is exercised by the Rector and Churchwardens, contactable via the Church Office on 0151 236 5287

## *Structure, Management and Governance*

Our Lady & St Nicholas PCC operates under the Parochial Church Council Powers Measure 1956.
The PCC has been a Registered Charity since 2009: No. 1132856.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All Church members are encouraged to register on the Electoral Roll and are welcome to stand for election to the PCC. The APCM in 2016 resolved that members should be elected to the PCC for annual terms.

*Other related trusts:*

**Liverpool Blitz Memorial Fund** – registered charity 1081035. There are four trustees, including the incumbent. (N.B. This trust is currently being wound up, all resources having been exhausted.)

**OLSN Educational Fund** - registered charity 1068147. All members of the PCC are trustees and applications are managed by the World Action Group.

*Sub-committees*

**The Standing Committee** - the only committee required by law. It meets at least once in the interval between scheduled PCC meetings to implement PCC resolutions, to transact other business on behalf of the PCC and to set future agendas. Membership comprises the Rector, Churchwardens, Treasurer and PCC Secretary.

**The Investment Committee** - meets bi-annually to advise the Treasurer and Council on Parish investments. Membership comprises the Investment Advisor, the Rector, at least one other member of PCC and/or the congregation (currently Nick Ledingham, John Mason, and Kelly Montana-Williams), and Mr Andrew Lovelady (Accountant).

**World Action Group** – coordinates charitable giving through the Church and other activities such as Food Bank collections.

**The Safeguarding Committee** – conducts an annual review of our Safeguarding policies. The committee supports the incumbent and the Safeguarding coordinators in their work.

## *Financial Position at Year End*

The headline surplus for 2024 is very large due mainly to the receipt of 2 legacies, one exceptionally generous. Significant expenditure was required this year to repair the roof of the Lodge at Walton Park Cemetery, to upgrade the CCTV security system and to install solar panels on the church roof. Grant funding was obtained to offset some solar panels' expenditure and the costs will be spread over future accounting years. We expect our future energy consumption costs to reduce as a result. Our investments continued to benefit from market gains and rose modestly this year. Our cash reserves far exceed our policy targets and PCC will be asked to consider further unrestricted investments to generate additional future income

## *Objectives and Activities*

The PCC (Powers) measure 1956 states the PCC "is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical"

## *Safeguarding*

The PCC considers safeguarding at every meeting and reviews and re-adopts the Safeguarding Policy (for children and vulnerable adults) in September of each year. Members of the PCC are subject to a check from the Disclosure and Barring Service and a policy of Safer Recruiting is followed for all Church appointments (paid and voluntary). The PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding and all PCC members have undertaken safeguarding training.

## *Reserves Policy*

The PCC aspires to maintain reserves of a sum equivalent to approximately 3 months normal income and a cash flow reserve of £10,000. This amounts to a total of approximately £70,000. The cash flow reserve is currently in place and we hope to establish a larger unrestricted reserve over the course of the next few years to fund clergy housing.

## *Investment Policy*

The main investments are managed by Rathbones Investment Management Limited and overseen by the Investment Committee. The current *Investment Policy Statement* was adopted by the Parochial Church Council on 31st March 2016 and is reviewed annually by the Investment Committee.

## *Our objectives for 2024 were:*

**Mission & worship**

- Our outreach work with Lauda and Change Liverpool needs greater articulation in and ownership by the PCC and congregation.
- We need to address how we connect with new members of the congregation and draw them into the Church community.

**Enhancement and development of Church buildings**

- We have applied for planning permission for solar panels and will install them on the lower south roof as soon as planning permission and a faculty have been granted. As well as improving our carbon footprint, this will also reduce electricity bills.
- Some remedial work is needed at points around the building. In particular, repointing the clerestory stonework on the south side, and also work is required on all the external doors.
- The Quinquennial Inspection is due in autumn 2024.

**Finance, Giving and Fundraising**

- Whilst our giving has kept pace with inflation, other costs have risen. We need to ensure that our income is matching our required expenditure.
- We have had many new people join the congregation in 2023: we need to ensure that this year's stewardship campaign reaches these new people effectively.

## *We responded to these objectives in the following ways:*

- Although progress has been made against many objectives, priorities were rearranged after the announcement of the Rector's departure. Many responsibilities had to be reassigned to cover the interregnum as well as initiating the formal recruitment process (compiling a Parish Profile, appointing Parish representatives, advertising the vacancy etc.)

**Mission & worship**

- We have maintained the momentum of congregational life/outreach during interregnum and attendance has remained strong throughout

- Lauda: Guy Barker has acted as liaison with the Project Worker and Sponsor; management processes have been improved; an unsuccessful funding bid was submitted but as the project is now based outside our Deanery, PCC considered whether now is the time to transfer responsibility to St Lukes in the City.
- Sunday School numbers have grown and leadership responsibilities are now shared with a number of parents
- Sunday attendances remain strong (against trends); diversity and inclusion are important features of our congregation

**Enhancement and development of Church buildings**

- Solar panels were successfully installed and commissioned; we are already seeing a reduction in electricity costs from our supplier in addition to the 'green energy' benefits of the project
- Many building repairs/improvements have been completed, including refinishing doors, stonework repairs, Docker's Cross repair.
- We invested in additional CCTV cameras for enhanced security monitoring
- Quinquennial inspection deferred into 2025 by Diocese – we expect that there will be a major repointing requirement

**Finance, Giving and Fundraising**

- Although some planned giving has been lost through the deaths of parishioners, there have also been new donors this year. Gift Aid continues to represent a very important income source.
- A new stewardship campaign was overtaken by the Rector's departure – our focus shifted to maintaining the support of the congregation during interregnum
- Two legacies were received this year, one extremely generous, which will allow for the investment of further funds to generate additional income.
- Investment management is now undertaken by Rathbones after their merger with Investec.
- Walton Park Cemetery Lodge had to be re-roofed this year; however, our intention is to sell the property in 2025 which will more than recover the repair costs.

## *Plans for the future*

In 2025 we have planned the following in addition to existing activities and projects:

- Following a re-advertisement of the Rector's vacancy, it is hoped to appoint a new Rector to be in post as early as possible in 2025. At that point, the new Rector will begin to shape priorities for the future. Before his/her appointment, our plans include the following:

**Mission & worship**

- PCC to engage with the Fit for Mission process as it is evaluated in this Deanery and to consider its possible future impacts on the Parish
- To complete the transition of the Lauda Project to its new home at St Lukes
- Community building with wedding couples and their families
- Further development of Sunday School provision
- Confirmation preparation

**Enhancement and development of Church buildings**

- Quinquennial Inspection to be carried out and necessary improvements identified
- Essential repointing of the church tower.
- Resolution of Walton Park Cemetery Lodge tenancy/sale
- Further enhancements of CCTV, sound system and office IT provision

**Finance, Giving and Fundraising**

- Seek new Rector's leadership of a renewed Stewardship campaign
- Evaluate the need for additional clergy housing
- Invest surplus funds to generate further unrestricted income

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit.

*Liverpool Blitz Memorial Trust (Charity 1081035)*

The Trust completed its distribution of available funding during 2023 and its activities during 2024 were limited to preliminary steps towards winding up the Trust. During 2025 application will be made to the Charity Commission to deregister the Trust as a charity.

*Declaration*

**The trustees declare that they have approved the trustees' report above.**

Signed on behalf of the charity's trustees

Peter Summerfield, PCC Lay Vice-Chair

Date 27 March 2025

## Independent Examiner's Report

Report to the Parochial Church Council (PCC) of Our Lady and St Nicholas, Liverpool on the accounts for the year ended 31st December 2024, as set out on pages 8 to 16.

**Respective responsibilities of Trustees and Examiner**

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

It is my responsibility to:

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

**Basis of Independent Examiner's statement**

The PCC's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

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 PCC 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 PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent Examiner's statement**

In connection with my examination, no matter has come to my attention:

1) which gives me cause to believe that in, any material respect:
   - accounting records were not kept in accordance with section 130 of the Charities Act;
   - the accounts do not accord with accounting records

2) I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached

Date: 8 May 2025

Susan Buckley

Susan Buckley FCA

SBA Accounting Limited
Gladstone House
2 Church Road
Liverpool
L15 9EG

**Parochial Church Council of Our Lady and St Nicholas**

## Statement of financial activities
## For the year ended 31 December 2024

| | Notes | 2024 Unrestricted Funds | 2024 Restricted Funds | 2024 Endowment Funds | 2024 Total | 2023 Unrestricted Funds | 2023 Restricted Funds | 2023 Endowment Funds | 2023 Total |
|---|---|---|---|---|---|---|---|---|---|
| **Incoming Resources** | | | | | | | | | |
| Voluntary Income | 2(a) | 274,669 | - | - | **274,669** | 144,377 | 55,315 | - | **199,692** |
| Activities for generating funds | 2(b) | 17,006 | - | - | **17,006** | 23,689 | - | - | **23,689** |
| Investments | 2(c) | 29,328 | - | - | **29,328** | 28,713 | - | - | **28,713** |
| Church Activities | 2(d) | 6,508 | - | - | **6,508** | 5,198 | - | - | **5,198** |
| Other | 2(e) | 3,343 | - | - | **3,343** | - | - | - | - |
| Sub Total | | **330,854** | - | - | **330,854** | **201,977** | **55,315** | - | **257,292** |
| **Resources Expended** | | | | | | | | | |
| Church activities | 3(a) | 168,859 | 960 | - | **169,819** | 172,181 | 3,785 | - | **175,966** |
| Costs of generating voluntary income | 3(b) | - | - | - | - | - | - | - | - |
| Fund-raising trading costs | 3(c) | 610 | - | - | **610** | 356 | - | - | **356** |
| Other costs | 3(d) | 25,878 | - | - | **25,878** | 24,460 | 5,315 | - | **29,775** |
| Sub Total | | **195,347** | **960** | - | **196,307** | **196,997** | **9,100** | - | **206,097** |
| **Net Incoming Resources Before Other Recognised Gains & Losses** | | | | | | | | | |
| Net Incoming Resources | | **135,507** | **(960)** | - | **134,547** | **4,980** | **46,215** | - | **51,195** |
| **Gains on investment assets** | | | | | | | | | |
| On disposal | 5(b) | - | - | - | - | | | | |
| Additions | 5(b) | - | - | - | - | | | | |
| On revaluation | 5(b) | **14,014** | **5,046** | **27,660** | **46,720** | **1,011** | **1,431** | **22,998** | **25,440** |
| **Gross transfer between funds** | | **(376)** | - | **376** | - | **(1,875)** | - | **1,875** | - |
| **Net Movement in Funds** | | | | | | | | | |
| Movement | | **149,145** | **4,086** | **28,036** | **181,267** | **4,116** | **47,646** | **24,873** | **76,635** |
| Balances at 1/1 | | **215,031** | **74,170** | **566,659** | **855,860** | **210,915** | **26,524** | **541,786** | **779,225** |
| Balances at 31/12 | | **364,176** | **78,256** | **594,695** | **1,037,127** | **215,031** | **74,170** | **566,659** | **855,860** |

## Parochial Church Council of Our Lady and St Nicholas
## Balance Sheet
## For the year ended 31 December 2024

| | Notes | 2024 £ | 2023 £ |
|---|---|---|---|
| **Fixed Assets** | | | |
| Tangible | 5(a) | 62,537 | 31,618 |
| Investment | 5(b) | 713,751 | 667,032 |
| Sub Total | | **776,288** | **698,650** |
| **Current Assets** | | | |
| Stock | | - | - |
| Debtors | 6 | 13,926 | 13,060 |
| Cash at bank and in hand | | 247,722 | 156,999 |
| Sub Total | | **261,648** | **170,059** |
| **Liabilities** | | | |
| Creditors - amounts falling due < 1 year | 7 | **809** | **12,849** |
| **Net Current Assets/ (Liabilities)** | | | |
| Total assets less current liabilities | | **260,839** | **157,210** |
| **TOTAL NET ASSETS** | | **1,037,127** | **855,860** |
| Unrestricted* | 8 | 364,176 | 215,031 |
| Restricted | | 78,256 | 74,170 |
| Endowment | | 594,695 | 566,659 |
| **TOTAL PARISH FUNDS** | | **1,037,127** | **855,860** |

Approved by the Parochial Church Council on 27th March 2025.

Mr Peter Summerfield
Lay Chair of the Parochial Church Council

Dr Jim Wrightson
Treasurer

The notes on pages 10 to 16 form part of these accounts

## Notes to the financial statements
## For the year ended 31 December 2024

### 1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.
These accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

### 2. Income

| | |
|---|---|
| Recognition of income: | These are included in the Statement of Financial Activities (SoFA) when:<br>- The charity becomes entitled to the resources;<br>- It is more likely than not that the trustees will receive the resources; and<br>- The monetary value can be measured with sufficient reliability. |
| Offsetting: | There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102. |
| Grants and Donations: | Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10-5.12 FRS 102 SORP).<br>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP) |
| Legacies: | Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met. |
| Tax reclaims: | Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise. |
| Support costs: | The charity has incurred expenditure on support costs. |
| Volunteer help: | The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report. |
| Interest, dividends etc. | Income from interest, royalties and dividends is included in the accounts when receipt is probable and the amount receivable can be measured reliably. |
| Investment gains/losses | This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. |

### 3. Expenditure and liabilities

| | |
|---|---|
| Liability recognition: | Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. |
| Creditors: | The charity has creditors which are measured at settlement amounts less any trade discounts. |
| Financial instruments: | The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS 102 SORP. Subsequent measurement is as per paragraphs 11.17 top 11.19, FRS 102 SORP. |

**4. Assets**

Investments:

Fixed asset investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments.

Debtors:

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Funds:

*Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.
*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific purpose or object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.
*Unrestricted funds* are general funds, which can be used for PCC ordinary purposes.

Fixed Assets:

Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.

*Moveable church furnishings* held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 15 years) on a straight-line basis.

*Equipment* used within the church premises is depreciated on a straight-line basis over 4 years. All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

## 2. INCOMING RESOURCES

| | 2024 Unrestricted Funds (£) | 2024 Restricted Funds (£) | 2024 Endowment Funds (£) | **2024 Total £** | 2023 Unrestricted Funds (£) | 2023 Restricted Funds (£) | 2023 Endowment Funds (£) | **2023 Total £** |
|---|---|---|---|---|---|---|---|---|
| **2(a) Voluntary Income** | | | | | | | | |
| Planned Giving | 33,979 | - | - | 33,979 | 39,502 | - | - | 39,502 |
| Tax recoverable | 13,364 | - | - | 13,364 | 12,072 | - | - | 12,072 |
| Other Gift Aid Donations | 2,593 | - | - | 2,593 | 1,582 | - | - | 1,582 |
| Collections | 6,571 | - | - | 6,571 | 8,103 | - | - | 8,103 |
| Grants | 31,699 | - | - | 31,699 | 44,830 | 55,315 | - | 100,145 |
| Donations, appeals | 26,689 | - | - | 26,689 | 28,431 | - | - | 28,431 |
| Legacies | 159,774 | - | - | 159,774 | 9,857 | - | - | 9,857 |
| **Total** | **274,669** | - | - | **274,669** | **144,377** | **55,315** | - | **199,692** |
| **2(b) Activities for generating funds** | | | | | | | | |
| Fundraising non-Church purposes | 15,898 | - | - | 15,898 | 21,652 | - | - | 21,652 |
| Fundraising – Misc | 20 | - | - | 20 | 290 | - | - | 290 |
| Catering | 1,088 | - | - | 1,088 | 1,747 | - | - | 1,747 |
| **Total** | **17,006** | - | - | **17,006** | **23,689** | - | - | **23,689** |
| **2(c) Income from investments** | | | | | | | | |
| Dividends, interest & tax recoverable | 4,107 | - | - | 4,107 | 15,533 | - | - | 15,533 |
| Rent | 25,221 | - | - | 25,221 | 13,180 | - | - | 13,180 |
| **Total** | **29,328** | - | - | **29,328** | **28,713** | - | - | **28,713** |
| **2(d) Income from Church Activities** | | | | | | | | |
| Parochial Fees retained by PCC | 5,208 | - | - | 5,208 | 4,670 | - | - | 4,670 |
| Sundry Income | 1,300 | - | - | 1,300 | 528 | - | - | 528 |
| **Total** | **6,508** | - | - | **6,508** | **5,198** | - | - | **5,198** |
| **2(e) Other incoming resources** | | | | | | | | |
| Insurance claims/sale of fixed assets | 3,343 | - | - | 3,343 | 0 | - | - | 0 |
| **Total** | **3,343** | - | - | **3,343** | **0** | - | - | **0** |
| **TOTAL INCOMING RESOURCES** | **330,854** | - | - | **330,854** | **201,977** | **55,315** | - | **257,292** |

## 3. RESOURCES EXPENDED

| | 2024 Unrestricted Funds (£) | 2024 Restricted Funds (£) | 2024 Endowment Funds (£) | **2024 Total £** | 2023 Unrestricted Funds (£) | 2023 Restricted Funds (£) | 2023 Endowment Funds (£) | **2023 Total £** |
|---|---|---|---|---|---|---|---|---|
| **3(a)Church activities** | | | | | | | | |
| **Mission & charitable giving** | | | | | | | | |
| Overseas | - | - | - | - | 0 | - | - | 0 |
| Relief & development agencies | 500 | - | - | 500 | 1,170 | - | - | 1,170 |
| Home missions | 1,529 | - | - | 1,529 | 183 | - | - | 183 |
| Secular charities | 1,980 | - | - | 1,980 | 2,365 | - | - | 2,365 |
| **Ministry** | | | | | | | | |
| Diocesan parish share | 31,109 | - | - | 31,109 | 31,107 | - | - | 31,107 |
| Clergy expenses | 526 | - | - | 526 | 2,053 | - | - | 2,053 |
| Parsonage | 2,327 | - | - | 2,327 | 3,392 | - | - | 3,392 |
| Assistant staff | 7,303 | - | - | 7,303 | 11,698 | - | - | 11,698 |
| **Church running & maintenance** | | | | | | | | |
| Church running expenses | 42,439 | - | - | 42,439 | 44,656 | - | - | 44,656 |
| Church maintenance | 13,396 | - | - | 13,396 | 17,923 | - | - | 17,923 |
| Upkeep of services | 16,150 | - | - | 16,150 | 14,198 | - | - | 14,198 |
| Depreciation | 8,563 | - | - | 8,563 | 7,770 | - | - | 7,770 |
| Walton Park Cemetery | 27,031 | - | - | 27,031 | 450 | 3,785 | - | 4,235 |
| **Parish centre** | | | | | | | | |
| Running costs | 6,053 | - | - | 6,053 | 5,459 | - | - | 5,459 |
| Other property upkeep | - | - | - | - | 0 | - | - | 0 |
| Major repairs / works | 9,953 | 960 | - | 10,913 | 29,757 | - | - | 29,757 |
| **Total** | **168,859** | **960** | **-** | **169,819** | **172,181** | **3,785** | **-** | **175,966** |
| **3(b) Generation of voluntary income** | | | | | | | | |
| Stewardship costs | | | | | - | - | - | - |
| **3(c) Fundraising costs trading** | | | | | | | | |
| Fundraising costs | 610 | - | - | 610 | 356 | - | - | 356 |
| Investment management | | | | | - | - | - | - |
| **Total** | **610** | - | - | **610** | **356** | - | - | **356** |
| **3(d) Other resources expended** | | | | | | | | |
| Other | 3,813 | - | - | 3,813 | 3,198 | 5,315 | - | 8,513 |
| Support | 22,065 | - | - | 22,065 | 21,262 | - | - | 21,262 |
| **Total** | **25,878** | - | - | **25,878** | **24,460** | **5,315** | - | **29,775** |
| **TOTAL EXPENDED** | **195,347** | **960** | - | **196,307** | **196,997** | **9,100** | - | **206,097** |

**4. Staff Costs (Wages & Salaries)**

| | |
|---|---|
| Office Support, Cleaning, Security and Organist | £29,030 |
| Tax & National insurance | 3,193 |
| Pensions | 343 |
| **Total** | **£32,566** |

The head count of employees during the year was 5 (all part-time) for office support, cleaning, security, LAUDA project officer and organist.

All employees have had the opportunity to take annual leave to which they are entitled, so there is no financial provision needed for outstanding leave.

**PCC members' expenses**
During the year £2,739 was reimbursed to 7 PCC members for expenses they incurred on behalf of the Church

**PCC members' donations**
Trustees contributed a total of £9,798 to the charity during 2024.

**5(a) FIXED ASSETS**

| **Tangible (Unrestricted)** | | Freehold land & building £ | Church equipment £ | **Total £** |
|---|---|---|---|---|
| Actual / Deemed cost | As at 1/1 | - | **81,030** | **81,030** |
| | Disposal | - | - | - |
| | Additions at cost | - | 39,481 | 39,481 |
| | **As at 31/12** | **-** | **120,511** | **120,511** |
| Depreciation | As at 1/1 | - | 49,412 | 49,412 |
| | Withdrawn on disposals | - | - | - |
| | Charge for year | - | 8,562 | 8,562 |
| | **As at 31/12** | **-** | **57,974** | **57,974** |
| Net Book Value | **As at 31/12** | **-** | **62,537** | **62,537** |

| **5(b) Investments** | | **2024 £** | **2023 £** |
|---|---|---|---|
| GLADSTONE FUND | Historical cost | 183,817 | 175,275 |
| | Market value | 208,096 | 197,324 |
| HAMPSON AND SUNDRY BEQUESTS | Historical cost | 264,310 | 252,414 |
| | Market value | 296,675 | 282,664 |
| INVESTEC Income Account | Historical cost | 56,051 | 42,037 |
| | Market value | 56,051 | 42,037 |
| OLSN EDUCATIONAL FUND | Historical cost | 19,902 | 19,902 |
| | Market value | 34,407 | 33,637 |
| | Accrued Interest | 9,018 | 7,667 |
| MUSIC ENDOWMENT FUND (Investec) | Historical cost | 54,862 | 54,806 |
| | Market value | 55,517 | 53,410 |
| BATTLE OF THE ATLANTIC MEMORIAL (Investec) | Historical cost | **50,573** | 50,000 |
| | Market value | **53,987** | 50,292 |
| **TOTALS** | Historical cost | **629,515** | **594,434** |
| | Market value + Accrued Interest | **713,751** | **667,031** |

**The market value as at 31st December represents investments for:**

| | £ |
|---|---|
| Unrestricted funds | 56,051 |
| Restricted funds | 63,005 |
| Endowment funds | 594,695 |

The Gladstone Fund was established following the sale of 62 Rodney Street, Liverpool, the birthplace of W.E.Gladstone. The capital cannot be spent but up to 4/5 of the fund can be borrowed interest free towards the costs of a new Rectory for the Parish Church. The income from the fund is available to the PCC without restriction and is currently accumulating in an Investec cash account.

The Hampson and Sundry Bequests is the joint title for the fund which contains the legacy given under the will of John Henry Hampson as well as an earlier bequest (the James Cross Fund), to which has been added the formerly separate Sundry Endowments Fund. With the redesignation of the small unrestricted sums as endowment funds, the two funds were merged during 2020 and are now reported as a single entity.

The Our Lady & St Nicholas Educational Fund was established in 1998 with the proceeds of the sale of the former church school in Vauxhall. The income from this fund is to be used to assist the education of both the young people associated with the Church and/or live in the parish.

The Music Endowment Fund was formally established early in 2020, following a generous donation late in 2019 which was initially described as restricted. It is intended to support the provision of music in worship in the Parish Church of Our Lady and St Nicholas. Funds donated are invested as endowment but the income from this fund is available to the church as unrestricted to apply to musical purposes.

**6. DEBTORS**

| | 2024 £ | 2023 £ |
|---|---|---|
| Tax recoverable | 10,537 | 10,059 |
| Other debtors | 3,390 | 3,001 |
| Total | **13,927** | **13,060** |

**7.LIABILITIES (Amounts falling due in one year)**

| | 2024 £ | 2023 £ |
|---|---|---|
| Creditors | 809 | 12,849 |
| Total | **809** | **12,849** |

| **8. FUNDS** | **Balance at 1/1** | **Incoming resources** | **Resources expended** | **Fund Transfers** | **Investment gains/ (losses)** | **Balance at 31/12** |
|---|---|---|---|---|---|---|
| **Unrestricted fund movements** | | | | | | |
| Investec Dividends | 42,037 | 14,014 | - | - | - | 56,051 |
| Accumulated Funds | 172,994 | 330,854 | 195,347 | (376) | - | 308,125 |
| **Total** | **215,031** | **344,868** | **195,347** | **(376)** | **-** | **364,176** |
| **Restricted fund movements** | | | | | | |
| Battle of the Atlantic Fund | 50,292 | - | - | - | 3,695 | 53,987 |
| OLSN Educational Fund | 7,667 | - | - | - | 1,351 | 9,018 |
| Humby Trust (Gardens & Walton Park) | 16,215 | - | 960 | - | - | 15,255 |
| **Total** | **74,170** | **-** | **960** | | **5,046** | **78,256** |

**9. OTHER FEES**

**The following amounts have also been received and subsequently paid out but which are not included in the accounts for the year:**

| | £ |
|---|---|
| Fees for weddings, funerals and special services (Verger, Organist, Choir, Bellringers, Soloists, Livestream) | 9,735 |

| Special Collections: | £ |
|---|---|
| Stroke Association (Funeral collection) | 58 |
| Liverpool Seafarers' Centre (MN Day) | 290 |
| Macmillan Cancer Support | 290 |
| LCVS (Lord Mayor's Service) | 375 |
| DEC (Middle East) | 270 |
| Roadpeace (special service) | 162 |
| KIND (HSBC Carols) | 133 |
| Community Foundation (Police Carols) | 450 |
| Fire Service Charity (MFRS Carols) | 150 |

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OUR LADY AND SAINT NIC

England & Wales - Charity number 1132856

# Accounts

Charity number 1132856

DIOCESE OF LIVERPOOL

# Liverpool Parish Church
# (Our Lady and St Nicholas)

# Annual Report

# of the Parochial Church Council

Year ending 31st December 2023

## *Administrative information*

Our Lady & St Nicholas, Old Churchyard, Chapel Street, Liverpool. L2 8TZ
Official correspondence to the Parish Administrator, Church Office at the above address.

## *PCC Members*

During the year the following served as members of the PCC:

| | |
|---|---|
| Rector: | The Revd Canon Dr Crispin Pailing (Chair) |
| Associate Priest: | The Revd Tabitha Rao (until November 2023) |
| Assistant Priest: | The Revd Michelle Montrose |
| Assistant Priest: | The Revd Canon Bill Addy |
| Assistant Curate: | The Revd Jennifer Brady |
| Wardens: | Mrs Sarah Wrightson |
| | Mrs Eva Cookey (until April 2023) |
| | Dr Clare Ledingham (from April 2023) |
| Deanery Synod Representatives: | Ms Victoria Ekpo |
| | Mrs Emily Ridgway |
| | Ms Kelly Montana-Williams |
| Secretary: | Mrs Pauline Addy |
| Treasurer: | Dr James Wrightson *in attendance* |
| Other Elected Members: | Dr Rebecca Selman |
| | Mrs Pauline Addy |
| | Mr Nick Ledingham |
| | Mrs Pauline Lewis (until April 2023) |
| | Mr Martyn Cull |
| | Dr Sarah-Jane Cull |
| | Mrs Elaine Price |
| | Mrs Sarah Doyle |
| | Mr Dean Sullivan (died November 2023) |
| | Mr Peter Summerfield |
| | Captain Peter Woods (until April 2023) |
| | Mr Rupert Litherland (from April 2023) |
| | Mr Alastair Harwood (from April 2023) |
| | Mr Andrew Derringer (from April 2023) |
| In Attendance: | Mr Derby Guerrier (Parish Assistant) |
| | Mr Stephen Derringer (Buildings Manager) |

## *Parish Advisors*

**Bankers**: Barclays Bank PLC, Liverpool City Business Centre, 48b-50 Lord Street, Liverpool L2 1TD

**Investment Managers**: Oliver Hall, Investec Wealth & Investment Limited, The Plaza, 100 Old Hall Street, Liverpool L3 9AB

**Architect**: Maggie Mullan, Maggie Mullan Architects Ltd., 6 Percy St Liverpool L8 7LU

**Independent Examiner**: Susan Buckley, SBA Accounting Limited, Gladstone House, 2 Church Road, Liverpool L15 9EG

Day to day management control of the Church is exercised by the Rector and Churchwardens, contactable via the Church Office on 0151 236 5287

## *Structure, Management and Governance*

Our Lady & St Nicholas PCC operates under the Parochial Church Council Powers Measure 1956.
The PCC has been a Registered Charity since 2009: No. 1132856.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All Church members are encouraged to register on the Electoral Roll and are welcome stand for election to the PCC. The APCM in 2016 resolved that members should be elected to the PCC for annual terms.

*Other related trusts:*

**Liverpool Blitz Memorial Fund –** registered charity 1081035. There are four trustees, including the incumbent.

**OLSN Educational Fund** - registered charity 1068147. All members of the PCC are trustees and applications are managed by the Church and World Action Group.

*Sub-committees*

**The Standing Committee** - the only committee required by law. It meets at least once in the interval between scheduled PCC meetings to implement PCC resolutions, to transact other business on behalf of the PCC and to set future agendas. Membership comprises the Rector, Churchwardens, Assistant Clergy, the Treasurer, Secretary and one other member of PCC.

**The Investment Committee** - meets bi-annually to advise the Treasurer and Council on Parish investments. Membership comprises the Investment Advisor, the Rector, at least one other member of PCC and/or the congregation (currently Nick Ledingham, John Mason, and Kelly Montana-Williams), Mr Andrew Lovelady (Accountant) and Adrian Maxwell (Rathbones).

**World Action Group –** coordinates charitable giving through the Church and other activities such as Food Bank collections.

**The Safeguarding Committee –** conducts an annual review of our Safeguarding policies. The committee supports the incumbent and the Safeguarding coordinators in their work.

## *Financial Position at Year End*

Economic volatility in a number of sectors has had an impact on Church finances. Although the headline surplus this year is significant, owing to the restricted grant of £50,000 for maintenance of the Battle of the Atlantic Memorial Garden, the operating costs show only a very modest surplus. A major factor in this is a significant rise in utility costs (approximately 50%), but these are expected to fall in 2024. Our investments have recovered after several months of fluctuation to the level they were in the first half of 2022. Our cash reserves remain strong, and whilst we have designated a portion towards the purchase of a curate's house in the future, the remaining reserves are above those required by our reserves policy.

## *Objectives and Activities*

The PCC (Powers) measure 1956 states the PCC "is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical"

## *Safeguarding*

The PCC considers safeguarding at every meeting and reviews and re-adopts the Safeguarding Policy (for children and vulnerable adults) in September of each year. Members of the PCC are subject to a check from the Disclosure and Barring Service and a policy of Safer Recruiting is followed for all Church appointments (paid and voluntary). The PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding and all PCC members have undertaken safeguarding training.

## *Our objectives for 2023 were:*

**Mission & Worship**

- Further development of congregational life will take place with a particular focus on getting to know the skills and gifts within the congregation.
- Outreach through the Lauda Project and the relationship with key partners needs developing. Work on homelessness projects is ongoing.
- We need to develop a corporate understanding of what we can offer to the LGBTQIA+ community in a context where the Church of England is not a trusted and safe space.

**Enhancement and Development of Church Buildings**

- The Battle of the Atlantic Garden will be built.
- Further work is required to make our heating and lighting more efficient.
- The refurbishment of the lavatories will take place.

**Finance, Giving and Fundraising**

- The Voluntary Rate can be re-established as the economy stabilizes.
- The project to buy a Clergy House can resume when the Walton Park Cemetery property has been sold.

## *We responded to these objectives in the following ways:*

**Mission & worship**

- We had a regular programme of congregational events in the second half of the year, from art tours through to coffee mornings. During Lent we invited members of the congregation to give a talk and lead discussion at the House Masses about their work. This is part of a broader move to enable members of the congregation to lead in different areas in Church: this is already successfully underway with our eco-strategy.
- The Revd Tabitha Rao led on the Lauda Project and at the end of the year Guy Barker took over her role in representing Liverpool Parish Church in the project. We have identified a number of areas which need further development in 2024, including fundraising and governance accountability.
- The position of Liverpool Parish Church on inclusion is very clear, and throughout 2023 this attracted publicity through press coverage and other events. In July we hosted Liverpool Loves You 2 as part of Liverpool Pride. We have been public in stating that we will undertake stand-alone services to bless same-sex couples.

**Enhancement and development of Church buildings**

- The Battle of the Atlantic Memorial Garden was built in the spring. This involved major groundworks and was completed to an architect's design. The Garden was opened by HRH The Princess Royal in May 2023. Subsequent to the opening, additional floodlighting has been installed and we have received a £50,000 grant to invest for future maintenance.
- We have had professional surveys undertaken on the heating system in Church and it would not be cost-effective to make any substantive change at this time. All the lights in Church and the Parish Centre have been changed to LEDs, apart from the interior floodlights in the nave. We have begun a project to install solar panels on the roof.
- The refurbishment of the lavatories took place in June/July 2023.

**Finance, Giving and Fundraising**

- The change in the business culture of Liverpool makes the future of the Voluntary Rate doubtful. However, we have been successful in attracting external funding both for general funds and also for specific projects. For

example, in addition to the £50,000 for the maintenance of the Battle of the Atlantic Memorial Garden, we raised £15,000 through grant funding towards the cost of the lavatories. Regular giving has increased in line with inflation.

## *Reserves Policy*

The PCC aspires to maintain reserves of a sum equivalent to approximately 3 months normal income and a cash flow reserve of £10,000. This amounts to a total of approximately £40,000. The cash flow reserve is currently in place and we hope to establish a larger unrestricted reserve over the course of the next few years to fund clergy housing.

## *Investment Policy*

The main investments are managed by Investec Wealth & Investment Limited and overseen by the Investment Committee. The current *Investment Policy Statement* was adopted by the Parochial Church Council on 31st March 2016 and is reviewed annually by the Investment Committee.

## *Plans for the future*

In 2024 we have planned the following in addition to existing activities and projects:

**Mission & worship**

- Our outreach work with Lauda and Change Liverpool needs greater articulation in and ownership by the PCC and congregation.
- We need to address how we connect with new members of the congregation and draw them into the Church community.

**Enhancement and development of Church buildings**

- We have applied for planning permission for solar panels and will install them on the lower south roof as soon as planning permission and a faculty have been granted. As well as improving our carbon footprint, this will also reduce electricity bills.
- Some remedial work is needed at points around the building. In particular, repointing the clerestory stonework on the south side, and also work is required on all the external doors.
- The Quinquennial Inspection is due in autumn 2024.

**Finance, Giving and Fundraising**

- Whilst our giving has kept pace with inflation, other costs have risen. We need to ensure that our income is matching our required expenditure.
- We have had many new people join the congregation in 2023: we need to ensure that this year's stewardship campaign reaches these new people effectively.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit.

## *Activities of the Liverpool Blitz Memorial Trust (Charity 1081035)*

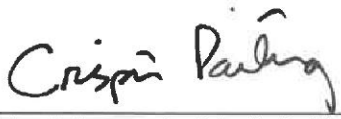
In contrast to 2022, the Trust had a relatively quiet year in 2023. We completed the distribution of the remaining 'Remembering the Liverpool Blitz – walking tour' leaflets, produced in cooperation with the Museum of Liverpool, to the Parish Church, the Western Approaches visitor centre and the city Information Centre, Wood Street. We were pleased by favourable comments received from staff on their delivery. The Trustees met on one occasion to receive reports, authorise the transfer of the remaining funds to the PCC as a further donation for the maintenance of the monument and consider the further steps required to close that charity. In addition, a preliminary meeting has been held with the Liverpool Record Office to discuss the future deposit of the Trust's archives.

David Massey (Chairman)

## *Declaration*

**The trustees declare that they have approved the trustees' report above.**

Signed on behalf of the charity's trustees



The Revd Canon Dr Crispin Pailing, Rector

Date 20 March 2024

## Independent Examiner's Report

Report to the Parochial Church Council (PCC) of Our Lady and St Nicholas, Liverpool on the accounts for the year ended 31st December 2023, as set out on pages 8 to 16.

### Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to 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 PCC 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 PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent Examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me cause to believe that in, any material respect:
   - accounting records were not kept in accordance with section 130 of the Charities Act;
   - the accounts do not accord with accounting records
2) I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached

Signed: Date: 24 April 2024

Susan Buckley

Susan Buckley FCA

SBA Accounting Limited
Gladstone House
2 Church Road
Liverpool
L15 9EG

## Statement of financial activities
## For the year ended 31 December 2023

| | Notes | 2023 Unrestricted Funds | 2023 Restricted Funds | 2023 Endowment Funds | 2023 Total | 2022 Unrestricted Funds | 2022 Restricted Funds | 2022 Endowment Funds | 2022 Total |
|---|---|---|---|---|---|---|---|---|---|
| **Incoming Resources** | | | | | | | | | |
| Voluntary Income | 2(a) | 144,377 | 55,315 | - | **199,692** | 121,251 | - | - | **121,251** |
| Activities for generating funds | 2(b) | 23,689 | - | - | **23,689** | 17,437 | - | - | **17,437** |
| Investments | 2(c) | 28,713 | - | - | **28,713** | 9,219 | - | - | **9,219** |
| Church Activities | 2(d) | 5,198 | - | - | **5,198** | 4,901 | - | - | **4,901** |
| Other | 2(e) | - | - | - | **-** | 4,905 | - | - | **4,905** |
| Sub Total | | **201,977** | **55,315** | **-** | **257,292** | **157,713** | **-** | **-** | **157,713** |
| **Resources Expended** | | | | | | | | | |
| Church Activities | 3(a) | 172,181 | 3,785 | - | **175,966** | 124,350 | 600 | - | **124,950** |
| Costs of generating voluntary income | 3(b) | - | - | - | **-** | - | - | - | **-** |
| Fund-raising trading costs | 3(c) | 356 | - | - | **356** | 245 | - | - | **245** |
| Other costs | 3(d) | 24,460 | 5,315 | - | **29,775** | 24,174 | 7,000 | - | **31,174** |
| Sub Total | | **196,997** | **9,100** | **-** | **206,097** | **148,769** | **7,600** | - | **156,369** |
| **Net Incoming Resources Before Other Recognised Gains & Losses** | | | | | | | | | |
| Net Incoming Resources | | **4,980** | **46,215** | **-** | **51,195** | **8,944** | **(7,600)** | **-** | **1,344** |
| **Gains on investment assets** | | | | | | | | | |
| On disposal | 5(b) | | | | | - | - | - | - |
| Additions | 5(b) | | | | | **9,717** | **-** | - | **9,717** |
| On Revaluation | 5(b) | **1,011** | **1,431** | **22,998** | **25,440** | **-** | **150** | **(61,710)** | **(61,560)** |
| **Gross transfer between funds** | | **(1,875)** | **-** | **1,875** | **-** | **1,820** | **(1,820)** | - | **-** |
| **Net Movement in Funds** | | | | | | | | | |
| Movement | | **4,116** | **47,646** | **24,873** | **76,635** | **20,481** | **(9,270)** | **(61,710)** | **(50,499)** |
| Balances at 1/1 | | **210,915** | **26,524** | **541,786** | **779,225** | **190,434** | **35,794** | **603,496** | **829,724** |
| Balances at 31/12 | | **215,031** | **74,170** | **566,659** | **855,860** | **210,915** | **26,524** | **541,786** | **779,225** |

## Parochial Church Council of Our Lady and St Nicholas
## Balance Sheet
## For the year ended 31 December 2023

| | Notes | 2023 £ | 2022 £ |
|---|---|---|---|
| **Fixed Assets** | | | |
| Tangible | 5(a) | 31,618 | 38,024 |
| Investment | 5(b) | 667,032 | 589,716 |
| Sub Total | | **698,650** | **627,740** |
| **Current Assets** | | | |
| Stock | | - | - |
| Debtors | 6 | 13,060 | 12,249 |
| Cash at bank and in hand | | 156,999 | 144,177 |
| Sub Total | | **170,059** | **156,426** |
| **Liabilities** | | | |
| Creditors - amounts falling due in less than 1 year | 7 | **12,849** | **4,941** |
| **Net Current Assets/ (Liabilities)** | | | |
| Total assets less current liabilities | | **157,210** | **151,485** |
| **TOTAL NET ASSETS** | | **855,860** | **779,225** |
| Unrestricted* | 8 | 215,031 | 210,915 |
| Restricted | | 74,170 | 26,524 |
| Endowment | | 566,659 | 541,786 |
| **TOTAL PARISH FUNDS** | | **855,860** | **779,225** |

Approved by the Parochial Church Council on 20 March 2024.

The Revd Canon Dr Crispin Pailing
Chair of Parochial Church Council

Dr Jim Wrightson
Treasurer

The notes on pages 10 to 16 form part of these accounts

* Note – contained within this unrestricted balance is a sum of £80,000 which has been designated by the PCC as provision for payment towards the acquisition of a house for a stipendiary curate.

## Notes to the financial statements
## For the year ended 31 December 2023

### 1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.
These accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

### 2. Income

| | |
|---|---|
| Recognition of income: | These are included in the Statement of Financial Activities (SoFA) when:<br>- The charity becomes entitled to the resources;<br>- It is more likely than not that the trustees will receive the resources; and<br>- The monetary value can be measured with sufficient reliability. |
| Offsetting: | There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102. |
| Grants and Donations: | Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10-5.12 FRS 102 SORP).<br>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP) |
| Legacies: | Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met. |
| Tax reclaims: | Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise. |
| Support costs: | The charity has incurred expenditure on support costs. |
| Volunteer help: | The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report. |
| Interest, dividends etc. | Income from interest, royalties and dividends is included in the accounts when receipt is probable and the amount receivable can be measured reliably. |
| Investment gains/losses | This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. |

### 3. Expenditure and liabilities

| | |
|---|---|
| Liability recognition: | Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. |
| Creditors: | The charity has creditors which are measured at settlement amounts less any trade discounts. |
| Financial instruments: | The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS 102 SORP. Subsequent measurement is as per paragraphs 11.17 top 11.19, FRS 102 SORP. |

**4. Assets**

Investments: Fixed asset investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Funds: *Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.
*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific purpose or object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.
*Unrestricted funds* are general funds, which can be used for PCC ordinary purposes.

Fixed Assets: Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.

*Moveable church furnishings* held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 15 years) on a straight-line basis.

*Equipment* used within the church premises is depreciated on a straight-line basis over 4 years. All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

## 2. INCOMING RESOURCES

| | 2023 Unrestricted Funds (£) | 2023 Restricted Funds (£) | 2023 Endowment Funds (£) | **2023 Total £** | 2022 Unrestricted Funds (£) | 2022 Restricted Funds (£) | 2022 Endowment Funds (£) | **2022 Total £** |
|---|---|---|---|---|---|---|---|---|
| **2(a) Voluntary Income** | | | | | | | | |
| Planned Giving | 39,502 | - | - | 39,502 | 39,646 | - | - | 39,646 |
| Tax recoverable | 12,072 | - | - | 12,072 | 11,865 | - | - | 11,865 |
| Other Gift Aid Donations | 1,582 | - | - | 1,582 | 1,065 | - | - | 1,065 |
| Collections | 8,103 | - | - | 8,103 | 6,878 | - | - | 6,878 |
| Grants | 44,830 | 55,315 | - | 100,145 | 26,411 | - | - | 26,411 |
| Donations, appeals | 28,431 | - | - | 28,431 | 23,736 | - | - | 23,736 |
| Legacies | 9,857 | - | - | 9,857 | 11,650 | - | - | 11,650 |
| **Total** | **144,377** | **55,315** | **-** | **199,692** | **121,251** | **-** | **-** | **121,251** |
| **2(b) Activities for generating funds** | | | | | | | | |
| Fundraising non-Church purposes | 21,652 | - | - | 21,652 | 16,113 | - | - | 16,113 |
| Fundraising – Misc | 290 | - | - | 290 | 95 | - | - | 95 |
| Catering | 1,747 | - | - | 1,747 | 1,229 | - | - | 1,229 |
| **Total** | **23,689** | **-** | **-** | **23,689** | **17,437** | **-** | **-** | **17,437** |
| **2(c)Income from investments** | | | | | | | | |
| Dividends, interest & tax recoverable | 15,533 | - | - | 15,533 | 439 | - | - | 439 |
| Rent | 13,180 | - | - | 13,180 | 8,780 | - | - | 8,780 |
| **Total** | **28,713** | **-** | **-** | **28,713** | **9,219** | **-** | **-** | **9,219** |
| **2(d) Income from Church Activities** | | | | | | | | |
| Parochial Fees retained by PCC | 4,670 | - | - | 4,670 | 4,796 | - | - | 4,796 |
| Sundry Income | 528 | - | - | 528 | 105 | - | - | 105 |
| **Total** | **5,198** | **-** | **-** | **5,198** | **4,901** | **-** | **-** | **4,901** |
| **2(e) Other incoming resources** | | | | | | | | |
| Insurance claims/sale of fixed assets | 0 | - | - | 0 | 4,905 | - | - | 4,905 |
| **Total** | **0** | **-** | **-** | **0** | **4,905** | **-** | **-** | **4,905** |
| **TOTAL INCOMING RESOURCES** | **201,977** | **55,315** | **-** | **257,292** | **157,713** | **-** | **-** | **157,713** |

## 3. RESOURCES EXPENDED

| | 2023 Unrestricted Funds (£) | 2023 Restricted Funds (£) | 2023 Endowment Funds (£) | **2023 Total £** | 2022 Unrestricted Funds (£) | 2022 Restricted Funds (£) | 2022 Endowment Funds (£) | **2022 Total £** |
|---|---|---|---|---|---|---|---|---|
| **3(a)Church activities** | | | | | | | | |
| **Mission & charitable giving** | | | | | | | | |
| Overseas | 0 | - | - | 0 | - | - | - | - |
| Relief & development agencies | 1,170 | - | - | 1,170 | 2,672 | - | - | 2,672 |
| Home missions | 183 | - | - | 183 | 803 | - | - | 803 |
| Secular charities | 2,365 | - | - | 2,365 | 1,520 | - | - | 1,520 |
| **Ministry** | | | | | | | | |
| Diocesan parish share | 31,107 | - | - | 31,107 | 27,282 | - | - | 27,282 |
| Clergy expenses | 2,053 | - | - | 2,053 | 1,469 | - | - | 1,469 |
| Parsonage | 3,392 | - | - | 3,392 | 3,234 | - | - | 3,234 |
| Assistant staff | 11,698 | - | - | 11,698 | 11,182 | - | - | 11,182 |
| **Church running & maintenance** | | | | | | | | |
| Church running expenses | 44,656 | - | - | 44,656 | 32,967 | - | - | 32,967 |
| Church maintenance | 17,923 | - | - | 17,923 | 4,465 | 600 | - | 5,065 |
| Upkeep of services | 14,198 | - | - | 14,198 | 13,188 | - | - | 13,188 |
| Depreciation | 7,770 | - | - | 7,770 | 7,351 | - | - | 7,351 |
| Walton Park Cemetery | 450 | 3,785 | - | 4,235 | 450 | - | - | 450 |
| **Parish centre** | | | | | | | | |
| Running costs | 5,459 | - | - | 5,459 | 4,957 | - | - | 4,957 |
| Other property upkeep | 0 | - | - | 0 | - | - | - | - |
| Major repairs / works | 29,757 | - | - | 29,757 | 12,810 | - | - | 12,810 |
| **Total** | **172,181** | **3,785** | **-** | **175,966** | **124,350** | **600** | **-** | **124,950** |
| **3(b) Generation of voluntary income** | | | | | | | | |
| Stewardship costs | | | | | - | - | - | - |
| **3(c) Fundraising costs trading** | | | | | | | | |
| Fundraising costs | 356 | - | - | 356 | 245 | - | - | 245 |
| Investment management | - | - | - | - | - | - | - | - |
| **Total** | **356** | - | **-** | **356** | **245** | - | **-** | **245** |
| **3(d) Other resources expended** | | | | | | | | |
| Other | 3,198 | 5,315 | - | 8,513 | 3,519 | 7,000 | - | 10,519 |
| Support | 21,262 | - | - | 21,262 | 20,655 | - | - | 20,655 |
| **Total** | **24,460** | **5,315** | - | **29,775** | **24,174** | **7,000** | **-** | **31,174** |
| **TOTAL EXPENDED** | **196,997** | **9,100** | **-** | **206,097** | **148,769** | **7,600** | **-** | **156,369** |

**4. Staff Costs (Wages & Salaries)**

| | |
|---|---|
| Office Support, Cleaning, Security and Organist | £28,709 |
| Tax & National insurance | 3,177 |
| Pensions | 343 |
| **Total** | **£32,229** |

The head count of employees during the year was 5 (all part-time) for office support, cleaning, security, LAUDA project officer and organist.

All employees have had the opportunity to take annual leave to which they are entitled, so there is no financial provision needed for outstanding leave.

**PCC members' expenses**
During the year £3,195 was reimbursed to 7 PCC members for expenses they incurred on behalf of the Church

**PCC members' donations**
Trustees contributed a total of £9,700 to the charity during 2023.

**5(a) FIXED ASSETS**

| **Tangible (Unrestricted)** | | Freehold land & building £ | Church equipment £ | **Total £** |
|---|---|---|---|---|
| Actual / Deemed cost | As at 1/1 | - | **79,666** | **79,666** |
| | Disposal | - | - | - |
| | Additions at cost | - | 1,364 | 1,364 |
| | **As at 31/12** | **-** | **81,030** | **81,030** |
| Depreciation | As at 1/1 | - | 41,642 | 41,642 |
| | Withdrawn on disposals | - | - | - |
| | Charge for year | - | 7,770 | 7,770 |
| | **As at 31/12** | **-** | **49,412** | **49,412** |
| Net Book Value | **As at 31/12** | **-** | **31,618** | **31,618** |

| **5(b) Investments** | | **2023 £** | **2022 £** |
|---|---|---|---|
| GLADSTONE FUND | Historical cost | 175,275 | 176,419 |
| | Market value | 197,324 | 188,954 |
| HAMPSON AND SUNDRY BEQUESTS | Historical cost | 252,414 | 255,561 |
| | Market value | 282,664 | 271,329 |
| INVESTEC Income Account | Historical cost | 42,037 | 41,026 |
| | Market value | 42,037 | 41,026 |
| OLSN EDUCATIONAL FUND | Historical cost | 19,902 | 19,902 |
| | Market value | 33,637 | 30,745 |
| | Accrued Interest | 7,667 | 6,528 |
| MUSIC ENDOWMENT FUND (Investec) | Historical cost | 54,806 | 54,677 |
| | Market value | 53,410 | 51,134 |
| BATTLE OF THE ATLANTIC MEMORIAL (Investec) | Historical cost | 50,000 | - |
| | Market value | 50,292 | - |
| **TOTALS** | Historical cost | **594,434** | **547,585** |
| | Market value + Accrued Interest | **667,031** | **589,716** |

**The market value as at 31st December represents investments for:**

| | £ |
|---|---|
| Unrestricted funds | 42,037 |
| Restricted funds | 57,959 |
| Endowment funds | 567,035 |

The Gladstone Fund was established following the sale of 62 Rodney Street, Liverpool, the birthplace of W.E.Gladstone. The capital cannot be spent but up to 4/5 of the fund can be borrowed interest free towards the costs of a new Rectory for the Parish Church. The income from the fund is available to the PCC without restriction and is currently accumulating in an Investec cash account.

The Hampson and Sundry Bequests is the joint title for the fund which contains the legacy given under the will of John Henry Hampson as well as an earlier bequest (the James Cross Fund), to which has been added the formerly separate Sundry Endowments Fund. With the redesignation of the small unrestricted sums as endowment funds, the two funds were merged during 2020 and are now reported as a single entity.

The Our Lady & St Nicholas Educational Fund was established in 1998 with the proceeds of the sale of the former church school in Vauxhall. The income from this fund is to be used to assist the education of both the young people associated with the Church and/or live in the parish.

The Music Endowment Fund was formally established early in 2020, following a generous donation late in 2019 which was initially described as restricted. It is intended to support the provision of music in worship in the Parish Church of Our Lady and St Nicholas. Funds donated are invested as endowment but the income from this fund is available to the church as unrestricted to apply to musical purposes.

**6. DEBTORS**

| | 2023<br>£ | 2022<br>£ |
|---|---|---|
| Tax recoverable | 10,059 | 10,050 |
| Other debtors | 3,001 | 2,199 |
| Total | **13,060** | **12,249** |

**7.LIABILITIES (Amounts falling due in one year)**

| | 2023<br>£ | 2022<br>£ |
|---|---|---|
| Creditors | 12,849 | 4,941 |
| Total | **12,849** | **4,941** |

| **8. FUNDS** | **Balance at 1/1** | **Incoming resources** | **Resources expended** | **Fund Transfers** | **Investment gains/ (losses)** | **Balance at 31/12** |
|---|---|---|---|---|---|---|
| **Unrestricted fund movements** | | | | | | |
| Investec Dividends | 41,026 | - | - | - | 1,011 | 42,037 |
| Accumulated Funds | 169,889 | 201,977 | 196,997 | (1,875) | - | 172,994 |
| **Total** | **210,915** | **201,977** | **196,997** | **(1,875)** | **1,011** | **215,031** |
| **Restricted fund movements** | | | | | | |
| Battle of the Atlantic Fund | 0 | 55,315 | 5,315 | - | 292 | 50,292 |
| OLSN Educational Fund | 6,528 | - | - | - | 1,139 | 7,667 |
| Humby Trust (Gardens & Walton Park) | 20,000 | - | 3,785 | - | - | 16,215 |
| Blitz Memorial Fund | 0 | - | - | - | - | 0 |
| **Total** | **26,528** | **55,315** | **9,100** | | **1,431** | **74,170** |

## 9. OTHER FEES

**The following amounts have also been received and subsequently paid out but which are not included in the accounts for the year:**

| | £ |
|---|---|
| **Fees for weddings, funerals and special services (Verger, Organist, Choir, Bellringers, Soloists, Livestream)** | **11,180** |

| **Special Collections:** | **£** |
|---|---|
| **Liverpool Seafarers' Centre (2022 Carols)** | **233** |
| **Fire Service Charity (MFRS Carols 2022)** | **93** |
| **Liverpool Seafarers' Centre (MN Day)** | **206** |
| **Community Foundation (Police Carols)** | **236** |
| **Change Liverpool Fund** | **689** |
| **Fire Service Charity (MFRS Carols)** | **132** |

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OUR LADY AND SAINT NIC

England & Wales - Charity number 1132856

# Accounts

Charity number 1132856

DIOCESE OF LIVERPOOL

# Liverpool Parish Church
# (Our Lady and St Nicholas)

# Annual Report

# of the Parochial Church Council

Year ending 31st December 2022

## *Administrative information*

Our Lady & St Nicholas, Old Churchyard, Chapel Street, Liverpool. L2 8TZ
Official correspondence to the Parish Administrator, Church Office at the above address.

## *PCC Members*

During the year the following served as members of the PCC:

| | |
|---|---|
| Rector: | The Revd Canon Dr Crispin Pailing (Chair) |
| Associate Priest: | The Revd Tabitha Rao |
| Assistant Priest: | The Revd Michelle Montrose |
| Assistant Priest: | The Revd Canon Bill Addy |
| Assistant Curate: | The Revd Jennifer Brady |
| Wardens: | Mrs Sarah Wrightson |
| | Mrs Eva Cookey |
| Deanery Synod Representatives: | Ms Victoria Inyang-Talbot |
| | Mrs Emily Ridgway |
| | Mr Stephen Derringer (from April 2022) |
| Secretary: | Mrs Pauline Addy |
| Treasurer: | Dr James Wrightson *in attendance* |
| Other Elected Members: | Dr Rebecca Selman |
| | Mrs Pauline Addy |
| | Mr Nick Ledingham |
| | Mrs Pauline Lewis |
| | Mr Martyn Cull |
| | Dr Sarah-Jane Cull |
| | Mrs Elaine Price |
| | Mr David Large (until April 2022) |
| | Mrs Sarah Doyle |
| | Mr Dean Sullivan |
| | Ms Kelly Montana-Williams (from April 2022) |
| | Mr Peter Summerfield |
| | Captain Peter Woods |
| In attendance: | Mr Derby Guerrier (Parish Assistant) |

## *Parish Advisors*

**Bankers**: Barclays Bank PLC, Liverpool City Business Centre, 48b-50 Lord Street, Liverpool L2 1TD

**Investments**: Oliver Hall, Investec Wealth & Investment Limited, The Plaza, 100 Old Hall Street, Liverpool L3 9AB

**Architect**: Maggie Mullan, Maggie Mullan Architects Ltd., 6 Percy St Liverpool L8 7LU

**Independent Examiner**: Susan Buckley, SBA Accounting Limited, Gladstone House, 2 Church Road, Liverpool L15 9EG

Day to day management control of the Church is exercised by the Rector and Churchwardens, contactable via the church office on 0151 236 5287

## *Structure, Management and Governance*

Our Lady & St Nicholas PCC operates under the Parochial Church Council Powers Measure 1956.
The PCC has been a Registered Charity since 2009: No. 1132856.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and are welcome stand for election to the PCC. The APCM in 2016 resolved that members should be elected to the PCC for annual terms.

*Other related trusts:*

**Liverpool Blitz Memorial Fund** – registered charity 1081035. There are four trustees, including the incumbent.

**OLSN Educational Fund** - registered charity 1068147, all members of the PCC are trustees, and applications are managed by the Church and World Action Group.

*Sub-committees*

**The Standing Committee** - the only committee required by law. It meets at least once in the interval between scheduled PCC meetings to implement PCC resolutions, to transact other business on behalf of the PCC and to set future agendas. Membership comprises the Rector, Churchwardens, Assistant Clergy, the Treasurer, Secretary and one other member of PCC.

**The Investment Committee** - meets bi-annually to advise the Treasurer and Council on Parish investments. Membership comprises the Investment Advisor, the Rector, at least one other member of PCC and/or the congregation (currently Nick Ledingham, John Mason, and Kelly Montana-Williams), Mr Andrew Lovelady (Chartered Accountant) and Mr Adrian Maxwell (Rathbones).

**World Action Group** – coordinates charitable giving through the Church and other activities such as Food Bank collections.

**The Safeguarding Committee** – conducts an annual review of our Safeguarding policies. The committee supports the incumbent and the Safeguarding coordinators in their work.

## *Financial Position at Year End*

With the effects of the pandemic behind us, 2022 has brought new challenges with the Cost of Living Crisis and high energy bills. We have been diligent at identifying unnecessary energy usage (our gas consumption in church in December 2022 was 37% less that in December 2021), but we still experienced considerable increases in costs. Expenditure therefore rose by 9% against the previous year. Despite this, a modest surplus was still achieved illustrating a good level of financial resilience. Although the value of investments fluctuated considerably during the year following global and national turbulence at various points, the year end valuations showed only a modest decrease.

## *Objectives and Activities*

The PCC (Powers) measure 1956 states the PCC "is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical"

## *Safeguarding*

The PCC considers safeguarding at every meeting and reviews and re-adopts the Safeguarding Policy (for children and vulnerable adults) in September of each year. Members of the PCC are subject to a check from the Disclosure and Barring Service and a policy of Safer Recruiting is followed for all church appointments (paid and voluntary). The PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding and all PCC members have undertaken safeguarding training.

## *Our objectives for 2022 were:*

**Mission & worship**

- The recovery from the pandemic will include:
    - ❖ The reintroduction of refreshments after acts of worship, and the development of new forms of congregational fellowship.
    - ❖ A return to some of the liturgical norms from before the pandemic (but not all of them)
    - ❖ Re-establishing a presence in the City during Lent.
- A number of art installations or similar projects are planned.
- Further embedding study and spirituality within our congregational life, including courses and quiet days.

**Enhancement and development of church buildings**

- The long-awaited floodlighting scheme should finally be delivered.
- Fundraising needs to begin for redevelopment of the lavatories.

**Finance, Giving and Fundraising**

- The Voluntary Rate can be re-established after a break during the pandemic.
- Clergy house to be purchased.
- A retrospective analysis of financial performance during the pandemic is required, and a re-evaluation of risk and reserves.

## *We responded to these objectives in the following ways:*

**Mission & worship**

- This was a year of recovery from the pandemic and all objectives were met. Congregational life returned to pre-pandemic patterns both in fellowship after worship and also in additional events. This will continue in 2023, noting that at the end of the year we had a number of new regular worshippers. Most former practices were restored to the liturgy, but weekday Eucharists remain just on Wednesdays and Fridays.
- A number of art installations and public performances took place, including a lengthy installation in the spring in the Gardens on sustainable housing, and also the latest Liverpool Plinth sculpture. Further exhibitions included collaboration with the City Council over foster care. A number of concerts took place in the building.
- We had two Quiet Days during the year at St Beuno's and other courses took place.

**Enhancement and development of church buildings**

- The floodlighting scheme was finally commissioned at the end of 2022.
- Grant funding was received through the Battle of the Atlantic Memorial Trust to enable the development of a Garden of Reflection. By the end of the year planning permission had been received and work will take place in the spring.
- Fundraising is underway for the refurbishment of the lavatories.

**Finance, Giving and Fundraising**

- The war in Ukraine and the impact on markets meant that it was not prudent to re-start the Voluntary Rate this year.
- The purchase of a clergy house has been paused whilst the lease is terminated on one of the Walton Park Cemetery properties, which will then be sold. Funds remain designated for this purpose.

## *Reserves Policy*

The PCC aspires to maintain reserves of a sum equivalent to approximately 3 months normal income and a cash flow reserve of £10,000. This amounts to a total of approximately £40,000. The cash flow reserve is currently in place and we hope to establish a larger unrestricted reserve over the course of the next few years to fund clergy housing.

## *Investment Policy*

The main investments are managed by Investec Wealth & Investment Limited and overseen by the Investment Committee. The current *Investment Policy Statement* was adopted by the Parochial Church Council on 31st March 2016.

## *Plans for the future*

In 2023 we have planned the following in addition to existing activities and projects:

**Mission & worship**

- Further development of congregational life will take place with a particular focus on getting to know the skills and gifts within the congregation.
- Outreach through the Lauda Project and the relationship with key partners needs developing. Work on homelessness projects is ongoing.
- We need to develop a corporate understanding of what we can offer to the LGBTQIA+ community in a context where the Church of England is not a trusted and safe space.

**Enhancement and development of church buildings**

- The Battle of the Atlantic Garden will be built.
- Further work is required to make our heating and lighting more efficient.
- The refurbishment of the lavatories will take place.

**Finance, Giving and Fundraising**

- The Voluntary Rate can be re-established as the economy stabilizes.
- The project to buy a Clergy house can resume when the Walton Park Cemetery property has been sold.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit.

## *Activities of the Liverpool Blitz Memorial Trust (Charity 1081035)*

The Liverpool Blitz Memorial Trust functions in relation (a) to the monument in the Church Garden which commemorates those from Liverpool and Bootle who lost their lives in the Blitz, and, (b) to advance the education of the public in the history of the (local) Blitz. The Trust's Report and Accounts are presented alongside those of the Parish Church, to which it closely relates, although it has maintained a separate identity to the PCC because of its specific original objective and its broader public education role.

The Trust had a busy year in 2022, including funding the re-gilding of the wording on the drum of the memorial through the maintenance agreement with the PCC, and the completion of the project in co-operation with the Museum of Liverpool to promote public education for residents and visitors. The Trustees worked with the MOL to commission and publish a printed "Remembering the Liverpool Blitz – walking trail" (8000 copies) of ten bomb-damaged sites in the city centre. Copies of the Trail have been made available at the Museum, the Parish Church, the Western Approaches visitor centre and other public information locations in the city centre. The Trail was complemented by seven MOL facilitated workshops, held at the Parish Church and the MOL, on personal experiences of the Blitz and its memories and effects on families and survivors.

In terms of finance, the Trust realised its investment fund holding during 2022 to make its contribution to the Museum's expenses and to extend its agreement with the PCC for the continuing maintenance of the memorial. It is proposed that the small amount still held in the Virgin Money account will be transferred to the PCC during 2023 as part of the maintenance agreement. This step will exhaust the Trust's funds. Being thus without assets or liabilities, the Trustees regard the Trust as having completed its charitable objectives. They thus propose to close the charity and apply to the Charity Commission to delete it from the Charity Register.

David Massey (Chairman)

## *Declaration*

**The trustees declare that they have approved the trustees' report above.**

Signed on behalf of the charity's trustees

Crispin Pailing

The Revd Canon Dr Crispin Pailing, Rector

Date 16 March 2023

## Independent Examiner's Report

Report to the Parochial Church Council (PCC) of Our Lady and St Nicholas, Liverpool on the accounts for the year ended 31st December 2022, as set out on pages 8 to 16.

### Respective responsibilities of Trustees and Examiner

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

.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to 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 PCC 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 PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me cause to believe that in, any material respect:
   - accounting records were not kept in accordance with section 130 of the Charities Act;
   - the accounts do not accord with accounting records
2) I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached

Date: 27 April 2023

Susan Buckley

Susan Buckley FCA

SBA Accounting Limited
Gladstone House
2 Church Road
Liverpool
L15 9EG

**Parochial Church Council of Our Lady and St Nicholas**

## Statement of financial activities
## For the year ended 31 December 2022

| | Notes | 2022 Unrestricted Funds | 2022 Restricted Funds | 2022 Endowment Funds | 2022 Total | 2021 Unrestricted Funds | 2021 Restricted Funds | 2021 Endowment Funds | 2021 Total |
|---|---|---|---|---|---|---|---|---|---|
| **Incoming Resources** | | | | | | | | | |
| Voluntary Income | 2(a) | 121,251 | - | - | **121,251** | 133,274 | 20,000 | 12,000 | **165,274** |
| Activities for generating funds | 2(b) | 17,437 | - | - | **17,437** | 11,822 | - | - | **11,822** |
| Investments | 2(c) | 9,219 | - | - | **9,219** | 10,840 | - | - | **10,480** |
| Church Activities | 2(d) | 4,901 | - | - | **4,901** | 7,354 | - | - | **7,354** |
| Other | 2(e) | 4,905 | - | - | **4,905** | - | - | - | **-** |
| Sub Total | | **157,713** | **-** | **-** | **157,713** | **162,930** | **20,000** | **12,000** | **194,930** |
| **Resources Expended** | | | | | | | | | |
| Church activities | 3(a) | 124,350 | 600 | - | **124,950** | 113,129 | - | - | **113,129** |
| Costs of generating voluntary income | 3(b) | - | - | - | **-** | - | - | - | **-** |
| Fund-raising trading costs | 3(c) | 245 | - | - | **245** | 356 | - | - | **356** |
| Other costs | 3(d) | 24,174 | 7,000 | - | **31,174** | 29,953 | - | - | **29,953** |
| Sub Total | | **148,769** | **7,600** | **-** | **156,369** | **143,438** | **-** | **-** | **143,438** |
| **Net Incoming Resources Before Other Recognised Gains & Losses** | | | | | | | | | |
| Net Incoming Resources | | **8,944** | **(7,600)** | **-** | **1,344** | **19,492** | **20,000** | **12,000** | **51,492** |
| **Gains on investment assets** | | | | | | | | | |
| On disposal | 5(b) | | | | | - | - | - | - |
| Additions | 5(b) | **9,717** | **-** | - | **9,717** | **10,911** | - | - | **10,911** |
| On revaluation | 5(b) | **-** | **150** | **(61,710)** | **(61,560)** | - | **1,919** | **53,388** | **55,307** |
| **Gross transfer between funds** | | **1,820** | **(1,820)** | **-** | **-** | | | | |
| **Net Movement in Funds** | | | | | | | | | |
| Movement | | **20,481** | **(9,270)** | **(61,710)** | **(50,499)** | **30,403** | **21,919** | **65,388** | **117,710** |
| Balances at 1/1 | | **190,434** | **35,794** | **603,496** | **829,724** | **160,031** | **13,875** | **538,108** | **712,014** |
| Balances at 31/12 | | **210,915** | **26,524** | **541,786** | **779,225** | **190,434** | **35,794** | **603,496** | **829,724** |

## Parochial Church Council of Our Lady and St Nicholas
## Balance Sheet
## For the year ended 31 December 2022

| | Notes | 2022 £ | 2021 £ |
|---|---|---|---|
| **Fixed Assets** | | | |
| Tangible | 5(a) | 38,024 | 35,484 |
| Investment | 5(b) | 589,716 | 650,850 |
| Sub Total | | **627,740** | **686,334** |
| **Current Assets** | | | |
| Stock | | - | - |
| Debtors | 6 | 12,249 | 12,038 |
| Cash at bank and in hand | | 144,177 | 149,121 |
| Sub Total | | **156,426** | **161,159** |
| **Liabilities** | | | |
| Creditors - amounts falling due < 1 year | 7 | **4,941** | 17,769 |
| **Net Current Assets/ (Liabilities)** | | | |
| Total assets less current liabilities | | **151,485** | **143,390** |
| **TOTAL NET ASSETS** | | **779,225** | **829,724** |
| Unrestricted* | 8 | 210,915 | 190,434 |
| Restricted | | 26,524 | 35,794 |
| Endowment | | 541,786 | 603,496 |
| **TOTAL PARISH FUNDS** | | **779,225** | **829,724** |

Approved by the Parochial Church Council on 16th March 2023.

The Revd Canon Dr Crispin Pailing
Chair of Parochial Church Council

Dr Jim Wrightson
Treasurer

The notes on pages 10 to 16 form part of these accounts

* Note – contained within this unrestricted balance is a sum of £80,000 which has been designated by the PCC as provision for payment towards the acquisition of a house for a stipendiary curate.

## Notes to the financial statements
## For the year ended 31 December 2022

### 1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.
These accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

### 2. Income

| | |
|---|---|
| Recognition of income: | These are included in the Statement of Financial Activities (SoFA) when:<br>- The charity becomes entitled to the resources;<br>- It is more likely than not that the trustees will receive the resources; and<br>- The monetary value can be measured with sufficient reliability. |
| Offsetting: | There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102. |
| Grants and Donations: | Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10-5.12 FRS 102 SORP).<br>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP) |
| Legacies: | Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met. |
| Tax reclaims: | Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise. |
| Support costs: | The charity has incurred expenditure on support costs. |
| Volunteer help: | The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report. |
| Interest, dividends etc. | Income from interest, royalties and dividends is included in the accounts when receipt is probable and the amount receivable can be measured reliably. |
| Investment gains/losses | This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. |

### 3. Expenditure and liabilities

| | |
|---|---|
| Liability recognition: | Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. |
| Creditors: | The charity has creditors which are measured at settlement amounts less any trade discounts. |
| Financial instruments: | The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS 102 SORP. Subsequent measurement is as per paragraphs 11.17 top 11.19, FRS 102 SORP. |

**4. Assets**

Investments: Fixed asset investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Funds: *Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.
*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific purpose or object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.
*Unrestricted funds* are general funds, which can be used for PCC ordinary purposes.

Fixed Assets: Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.

*Moveable church furnishings* held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 15 years) on a straight-line basis.

*Equipment* used within the church premises is depreciated on a straight-line basis over 4 years. All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

## 2. INCOMING RESOURCES

| | 2022 Unrestricted Funds (£) | 2022 Restricted Funds (£) | 2022 Endowment Funds (£) | **2022 Total £** | 2021 Unrestricted Funds (£) | 2021 Restricted Funds (£) | 2021 Endowment Funds (£) | **2021 Total £** |
|---|---|---|---|---|---|---|---|---|
| **2(a) Voluntary Income** | | | | | | | | |
| Planned Giving | 39,646 | - | - | 39,646 | 36,221 | - | - | 36,221 |
| Tax recoverable | 11,865 | - | - | 11,865 | 11,526 | - | - | 11,526 |
| Other Gift Aid Donations | 1,065 | - | - | 1,065 | 1,957 | - | - | 1,957 |
| Collections | 6,878 | - | - | 6,878 | 4,950 | - | - | 4,950 |
| Grants | 26,411 | - | - | 26,411 | 24,463 | 20,000 | 12,000 | 56,463 |
| Donations, appeals | 23,736 | - | - | 23,736 | 34,407 | - | - | 34,407 |
| Legacies | 11,650 | - | - | 11,650 | 19,750 | - | - | 19,750 |
| **Total** | **121,251** | **-** | **-** | **121,251** | **133,274** | **20,000** | **12,000** | **165,274** |
| **2(b) Activities for generating funds** | | | | | | | | |
| Fundraising non-church purposes | 16,113 | - | - | 16,113 | 11,272 | - | - | 11,272 |
| Fundraising – Misc | 95 | - | - | 95 | 467 | - | - | 467 |
| Catering | 1,229 | - | - | 1,229 | 83 | - | - | 83 |
| **Total** | **17,437** | - | - | **17,437** | **11,822** | **-** | **-** | **11,822** |
| **2(c)Income from investments** | | | | | | | | |
| Dividends, interest & tax recoverable | 439 | - | - | 439 | 1,780 | - | - | 1,780 |
| Rent | 8,780 | - | - | 8,780 | 8,700 | - | - | 8,700 |
| **Total** | **9,219** | **-** | **-** | **9,219** | **10,480** | **-** | **-** | **10,480** |
| **2(d) Income from Church Activities** | | | | | | | | |
| Parochial Fees retained by PCC | 4,796 | - | - | 4,796 | 6,949 | - | - | 6,949 |
| Sundry Income | 105 | - | - | 105 | 405 | - | - | 405 |
| **Total** | **4,901** | - | - | **4,901** | **7,354** | **-** | - | **7,354** |
| **2(e) Other incoming resources** | | | | | | | | |
| Insurance claims/sale of fixed assets | 4,905 | - | - | 4,905 | - | - | - | - |
| **Total** | **4,905** | - | - | **4,905** | - | - | - | - |
| **TOTAL INCOMING RESOURCES** | **157,713** | **-** | **-** | **157,713** | **162,930** | **20,000** | **12,000** | **194,930** |

**3. RESOURCES EXPENDED**

| | 2022 Unrestricted Funds (£) | 2022 Restricted Funds (£) | 2022 Endowment Funds (£) | **2022 Total £** | 2021 Unrestricted Funds (£) | 2021 Restricted Funds (£) | 2021 Endowment Funds (£) | **2021 Total £** |
|---|---|---|---|---|---|---|---|---|
| **3(a)Church activities** | | | | | | | | |
| **Mission & charitable giving** | | | | | | | | |
| Overseas | - | - | - | - | | | | |
| Relief & development agencies | 2,672 | - | - | 2,672 | 500 | - | - | 500 |
| Home missions | 803 | - | - | 803 | - | - | - | - |
| Secular charities | 1,520 | - | - | 1,520 | 955 | - | - | 955 |
| **Ministry** | | | | | | | | |
| Diocesan parish share | 27,282 | - | - | 27,282 | 24,042 | - | - | 24,042 |
| Clergy expenses | 1,469 | - | - | 1,469 | 338 | - | - | 338 |
| Parsonage | 3,234 | - | - | 3,234 | 3,221 | - | - | 3,221 |
| Assistant staff | 11,182 | - | - | 11,182 | 6,854 | - | - | 6,854 |
| **Church running & maintenance** | | | | | | | | |
| Church running expenses | 32,967 | - | - | 32,967 | 24,192 | - | - | 24,192 |
| Church maintenance | 4,465 | 600 | - | 5,065 | 19,077 | - | - | 19,077 |
| Upkeep of services | 13,188 | - | - | 13,188 | 10,940 | - | - | 10,940 |
| Depreciation | 7,351 | - | - | 7,351 | 7,811 | - | - | 7,811 |
| Walton Park Cemetery | 450 | - | - | 450 | - | - | - | - |
| **Parish centre** | | | | | | | | |
| Running costs | 4,957 | - | - | 4,957 | 4,914 | - | - | 4,914 |
| Other property upkeep | - | - | - | - | - | - | - | - |
| Major repairs / works | 12,810 | - | - | 12,810 | 10,285 | - | - | 10,285 |
| **Total** | **124,350** | **600** | **-** | **124,950** | **113,129** | **-** | **-** | **113,129** |
| **3(b) Generation of voluntary income** | | | | | | | | |
| Stewardship costs | | - | - | - | - | - | - | - |
| **3(c) Fundraising costs trading** | | | | | | | | |
| Fundraising costs | 245 | - | - | 245 | 356 | - | - | 356 |
| Investment management | - | - | - | - | - | - | - | - |
| **Total** | **245** | - | **-** | **245** | **356** | - | **-** | **356** |
| **3(d) Other resources expended** | | | | | | | | |
| Other | 3,519 | 7,000 | - | 10,519 | 9,112 | - | - | 9,112 |
| Support | 20,655 | - | - | 20,655 | 20,841 | - | - | 20,841 |
| **Total** | **24,174** | 7,000 | - | **31,174** | **29,953** | - | - | **29,953** |
| **TOTAL EXPENDED** | **148,769** | **7,600** | **-** | **156,369** | **143,438** | **-** | **-** | **143,438** |

**4. Staff Costs (Wages & Salaries)**

| | |
|---|---|
| Office Support, Cleaning, Security and Organist | £22,467 |
| Tax & National insurance | 432 |
| Pensions | 266 |
| **Total** | **£23,165** |

The head count of employees during the year was 5 (all part-time) for office support, cleaning, security and organist.

All employees have had the opportunity to take annual leave to which they are entitled, so there is no financial provision needed for outstanding leave.

**PCC members' expenses**
During the year £1,028 was reimbursed to 4 PCC members for expenses they incurred on behalf of the Church

**PCC members' donations**
Trustees contributed a total of £6,260 to the charity during 2022.

**5(a) FIXED ASSETS**

| **Tangible (Unrestricted)** | | Freehold land & building £ | Church equipment £ | **Total £** |
|---|---|---|---|---|
| Actual / Deemed cost | As at 1/1 | - | **69,775** | **69,775** |
| | Disposal | - | - | - |
| | Additions at cost | - | 9,891 | 9,891 |
| | **As at 31/12** | - | **79,666** | **79,666** |
| Depreciation | As at 1/1 | - | 34,291 | 34,291 |
| | Withdrawn on disposals | - | - | - |
| | Charge for year | - | 7,351 | 7,351 |
| | **As at 31/12** | - | **41,642** | **41,642** |
| Net Book Value | **As at 31/12** | - | **38,024** | **38,024** ~~35,484~~ |

**5(b) Investments**

| | | **2022 £** | **2021 £** |
|---|---|---|---|
| GLADSTONE FUND | Historical cost | 176,419 | 172,798 |
| | Market value | 188,954 | 209,894 |
| HAMPSON AND SUNDRY BEQUESTS | Historical cost | 255,561 | 255,920 |
| | Market value | 271,329 | 302,459 |
| INVESTEC Income Account | Historical cost | 41,026 | 31,309 |
| | Market value | 41,026 | 31,309 |
| OLSN EDUCATIONAL FUND | Historical cost | 19,902 | 19,902 |
| | Market value | 30,745 | 34,847 |
| | Accrued Interest | 6,528 | 6,033 |
| L'POOL BLITZ MEM TRUST | Historical cost | - | 6,250 |
| | Market value | - | 9,637 |
| MUSIC ENDOWMENT FUND (CBF) | Historical Cost | - | 32,375 |
| | Market Value | - | 45,484 |
| MUSIC ENDOWMENT FUND (Investec) | Historical Cost | 54,677 | 11,188 |
| | Market Value | 51,134 | 11,188 |
| **TOTALS** | Historical cost | **529,742** | **529,742** |
| | Market value + Accrued Interest | **589,716** | **650,851** |

**The market value as at 31st December represents investments for:**

| | £ |
|---|---|
| Unrestricted funds | 41,026 |
| Restricted funds | 6,528 |
| Endowment funds | 542,162 |

The Gladstone Fund was established following the sale of 62 Rodney Street, Liverpool, the birthplace of W.E.Gladstone. The capital cannot be spent but up to 4/5 of the fund can be borrowed interest free towards the costs of a new Rectory. The income from the fund is available to the PCC without restriction and is currently accumulating in an Investec cash account.

The Hampson and Sundry Bequests is the new joint title for the fund which contains the legacy given under the will of John Henry Hampson as well as an earlier bequest (the James Cross Fund), to which has been added the formerly separate Sundry Endowments Fund. With the redesignation of the small unrestricted sums as endowment funds, the two funds were merged during 2020 and are now reported as a single entity.

The Our Lady & St Nicholas Educational Fund was established in 1998 with the proceeds of the sale of the former church school in Vauxhall. The income from this fund is to be used to assist the education of both the young people associated with the Church and/or live in the parish.

The Music Endowment Fund was formally established early in 2020, following a generous donation late in 2019 which was initially described as restricted. It is intended to support the provision of music in worship. Funds donated are invested as endowment but the income from this fund is available to the church as unrestricted to apply to musical purposes.

**6. DEBTORS**

| | 2022 £ | 2021 £ |
|---|---|---|
| Tax recoverable | 10,050 | 9,865 |
| Other debtors | 2,199 | 2,173 |
| Total | **12,249** | **12,038** |

**7.LIABILITIES (Amounts falling due in one year)**

| | 2022 £ | 2021 £ |
|---|---|---|
| Creditors | 4,941 | 17,769 |
| Total | **4,941** | **17,769** |

| **8. FUNDS** | **Balance at 1/1** | **Incoming resources** | **Resources expended** | **Fund Transfers** | **Investment gains/ (losses)** | **Balance at 31/12** |
|---|---|---|---|---|---|---|
| **Unrestricted fund movements** | | | | | | |
| Investec Dividends | 31,309 | - | - | - | 9,717 | 41,026 |
| Accumulated funds | 159,125 | 157,713 | 148,769 | 1,820 | - | 169,889 |
| **Total** | **190,434** | **157,713** | **148,769** | **1,820** | **9,717** | **210,915** |
| **Restricted fund movements** | | | | | | |
| Blitz Memorial Fund | 9,763 | - | 7,600 | (1,320) | (843) | 0 |
| OLSN Educational Fund | 6,033 | - | - | (500) | 995 | 6,528 |
| Humby Trust (Gardens & Walton Park) | 20,000 | - | - | - | - | 20,000 |
| **Total** | **35,794** | - | **7,600** | **(1,820)** | **(152)** | **26,528** |

## 9. OTHER FEES

**The following amounts have also been received and subsequently paid out but which are not included in the accounts for the year:**

| | £ |
|---|---|
| **Fees for weddings, funerals and special services (Verger, Organist, Choir, Bellringers, Soloists, Livestream)** | **12,590** |

| **Special Collections:** | £ |
|---|---|
| DEC Ukraine Appeal | 1,242 |
| Liverpool Seafarers' Centre (MN Day) | 385 |
| DEC Pakistan Appeal | 180 |
| KIND (HSBC Carols) | 156 |
| Community Foundation (Police Carols) | 210 |
| Community Foundation (Rathbones Carols) | 365 |
| Liverpool Seafarers' Centre (Maritime Carols) | 274 |
| Fire Service Charity (MFRS Carols) | 93 |

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OUR LADY AND SAINT NIC

England & Wales - Charity number 1132856

# Accounts

Charity number 1132856

DIOCESE OF LIVERPOOL

# Liverpool Parish Church
# (Our Lady and St Nicholas)

# Annual Report

# of the Parochial Church Council

Year ending 31st December 2021

## *Administrative information*

Our Lady & St Nicholas, Old Churchyard, Chapel Street, Liverpool. L2 8TZ
Official correspondence to the Parish Administrator, Church Office at the above address.

## *PCC Members*

During the year the following served as members of the PCC:

| | |
|---|---|
| Rector: | The Revd Canon Dr Crispin Pailing (Chair) |
| Associate Priest: | The Revd Tabitha Rao (from June 2021) |
| Assistant Priest: | The Revd Michelle Montrose |
| Assistant Priest: | The Revd Canon Bill Addy |
| Assistant Curate: | The Revd Jennifer Brady (from June 2021) |
| Wardens: | Mrs Pauline Lewis |
| | Mrs Eva Cookey |
| Deanery Synod Representatives: | Ms Victoria Inyang-Talbot (from April 2021) |
| | Mrs Lynn White (until April 2021) |
| | Mrs Emily Ridgway |
| Secretary: | Mr Guy Barker (until April 2021) |
| | Mrs Pauline Addy (from May 2021) |
| Treasurer: | Mr Nick Ledingham (until May 2021) |
| | Dr James Wrightson (from May 2021) *in attendance* |
| Other Elected Members: | Dr Rebecca Selman |
| | Mrs Pauline Addy (from April 2021) |
| | Mr Nick Ledingham |
| | Mrs Sarah Wrightson |
| | Mr Martyn Cull |
| | Dr Sarah-Jane Cull |
| | Mrs Elaine Price |
| | Mr David Large |
| | Mrs Sarah Doyle |
| | Mr Guy Barker (until April 2021) |
| | Mr Peter Summerfield |
| | Captain Peter Woods |
| In attendance: | Mr Ian Grant-Funck (Parish Assistant) |

## *Parish Advisors*

**Bankers**: Barclays Bank PLC, Liverpool City Business Centre, 48b-50 Lord Street, Liverpool L2 1TD

**Investments**: Oliver Hall, Investec Wealth & Investment Limited, The Plaza, 100 Old Hall Street, Liverpool L3 9AB

**Architect**: Maggie Mullan, Maggie Mullan Architects Ltd., 6 Percy St Liverpool L8 7LU

**Independent Examiner**: Susan Buckley, SBA Accounting Limited, Gladstone House, 2 Church Road, Liverpool L15 9EG

Day to day management control of the Church is exercised by the Rector and Churchwardens, contactable via the church office on 0151 236 5287

## *Structure, Management and Governance*

Our Lady & St Nicholas PCC operates under the Parochial Church Council Powers Measure 1956.
The PCC has been a Registered Charity since 2009: No. 1132856.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and are welcome stand for election to the PCC. The APCM in 2016 resolved that members should be elected to the PCC for annual terms.

*Other related trusts:*

**Liverpool Blitz Memorial Fund** – registered charity 1081035. There are four trustees, including the incumbent.

**OLSN Educational Fund** - registered charity 1068147, all members of the PCC are trustees, and applications are managed by the Church and World Action Group.

*Sub-committees*

**The Standing Committee** - the only committee required by law. It meets at least once in the interval between scheduled PCC meetings to implement PCC resolutions, to transact other business on behalf of the PCC and to set future agendas. Membership comprises the Rector, Churchwardens, Assistant Clergy, the Treasurer, Secretary and one other member of PCC.

**The Investment Committee** - meets bi-annually to advise the Treasurer and Council on Parish investments. Membership comprises the Investment Advisor, the Rector, at least one other member of PCC (currently Nick Ledingham), Mr Andrew Lovelady (Chartered Accountant) and Mr Adrian Maxwell (Rathbones).

**The Church and World Action Group** – coordinates charitable giving through the Church and other activities such as Food Bank collections.

**The Safeguarding Committee** – conducts an annual review of our Safeguarding policies. The committee supports the incumbent and the Safeguarding coordinators in their work.

## *Financial Position at Year End*

2021 included a further period of 'lockdown' during the pandemic (Jan-March) and varying degree of restrictions continued throughout the year. This meant that many regular income sources were not available, including room hire and special service bookings. Visitors/tourists remained at a low level throughout the year. Despite this, the Church demonstrated solid financial performance. This was in part owing to restricted grants which were received. Underlying the surplus which these created, our management accounts also showed a surplus and have demonstrated resilience.

## *Objectives and Activities*

The PCC (Powers) measure 1956 states the PCC "is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical"

## *Safeguarding*

The PCC considers safeguarding at every meeting and reviews and re-adopts the Safeguarding Policy (for children and vulnerable adults) in September of each year. Members of the PCC are subject to a check from the Disclosure and Barring Service and a policy of Safer Recruiting is followed for all church appointments (paid and voluntary). The PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding and all PCC members have undertaken safeguarding training.

## *Our objectives for 2021 were:*

**Mission & worship**

- We look forward to resuming public worship without additional measures because of the pandemic. The appointment of a new organist at the start of 2021 as well as the restrictions on music in the pandemic gives us the opportunity to review our use of music in worship.
- We shall hold a conference in 2021 with the HeartEdge network (from St Martin in the Fields in London).
- Our work in the leadership in tackling homelessness in the City will continue with the launch of a new city-wide strategy as well as building on the Homelessness Charter launched in 2019.
- Further outreach work is planned with the Gipsy, Roma, and Traveller community.
- A new approach to church social events is required.

**Enhancement and development of church buildings**

- The architect has drawn up plans for the remodelling and refurbishment of the lavatories in the Parish Centre. This project needs to be taken forward as the pandemic restrictions are lifted.
- Stonework repairs are needed at the base of the tower (as mentioned in the Quinquennial Report).
- Floodlighting will be installed.

**Finance, Giving and Fundraising**

- Fundraising will be required to pay for the refurbishment of the lavatories.
- As we recover from the pandemic, the usual sources of income need to be re-established and further work is required on reserves.
- We shall buy a property as a house for a stipendiary curate.

## *We responded to these objectives in the following ways:*

**Mission & worship**

- There was a further break from public worship during the January-March lockdown, but our online capability increased in that period. From July we stopped live-streaming so that we could build the expectation of 'in person' worship and community.
- The pandemic provided the impetus for developments in music under our new organist who started in January. With restrictions on congregational singing we began a group of cantors from the congregations. By the end of the year they were singing on three Sunday mornings a month, with St Nicholas' Singers once a month.
- Social justice work has continued. We now employ a dedicated worker with the Gipsy, Roma, Traveller community. Members of the congregation volunteer to support this work and also the foodbank. Work with city-wide agencies and public bodies on homelessness continues.

**Enhancement and development of church buildings**

- Stonework repairs were undertaken in spring 2021.
- Various issues (particularly planning consent) have delayed the installation of floodlights until 2022.
- Fundraising for redevelopment of the lavatories has paused until grant funding becomes more available after the pandemic.
- At the end of the year the PCC undertook to replace the flooring in the public areas of the Parish Centre as well as the Alexandra Room.

**Finance, Giving and Fundraising**

- Our on-line giving capability has increased. As well as contactless giving we now have an on-line giving platform.
- Application has been made to a mortgage provider for approval in principle for the purchase of a clergy house.

## *Reserves Policy*

The PCC aspires to maintain reserves of a sum equivalent to approximately 3 months normal income and a cash flow reserve of £10,000. This amounts to a total of approximately £40,000. The cash flow reserve is currently in place and we hope to establish a larger unrestricted reserve over the course of the next few years to fund clergy housing.

## *Investment Policy*

The main investments are managed by Investec Wealth & Investment Limited and overseen by the Investment Committee. The current *Investment Policy Statement* was adopted by the Parochial Church Council on 31st March 2016.

## *Plans for the future*

In 2022 we have planned the following in addition to existing activities and projects:

**Mission & worship**

- The recovery from the pandemic will include:
    - ❖ The reintroduction of refreshments after acts of worship, and the development of new forms of congregational fellowship.
    - ❖ A return to some of the liturgical norms from before the pandemic (but not all of them)
    - ❖ Re-establishing a presence in the City during Lent.
- A number of art installations or similar projects are planned.
- Further embedding study and spirituality within our congregational life, including courses and quiet days.

**Enhancement and development of church buildings**

- The long-awaited floodlighting scheme should finally be delivered.
- Fundraising needs to begin for redevelopment of the lavatories.

**Finance, Giving and Fundraising**

- The Voluntary Rate can be re-established after a break during the pandemic.
- Clergy house to be purchased.
- A retrospective analysis of financial performance during the pandemic is required, and a re-evaluation of risk and reserves.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit.

## *Activities of the Liverpool Blitz Memorial Trust (Charity 1081035)*

The Liverpool Blitz Memorial Trust functions in relation to the monument that commemorates those from Liverpool and Bootle who lost their lives in the Blitz and to advance the education of the public in the history of the (local) Blitz. During the early part of the year, the trustees, Christine Hill (Secretary), David Massey (Chairman), John Mason (Treasurer), Fr Crispin Pailing, and, Ivan Woolfenden) have conducted their meetings by email, but were able to meet once again during the Autumn. We wish to express our thanks to Christine Hill, who stood down as a trustee and as Secretary at the end of the year.

The Report & Accounts of the LBMT are presented alongside those of the Church, to which it closely relates. The Trust has to date maintained separate accounts from the PCC because of its broader public education role. A small float has been kept in the Virgin Money account. The majority of the funds are held in the managed "Wrapper" fund, that has shown a competitive level of growth during the year, awaiting planned expenditure in association with the Museum of Liverpool.

Following positive initial discussions with the Museum of Liverpool in 2020, it has been possible to make considerable progress in their public education programme which is supported by the Trust and due to be launched in 2022. Among other features, it will involve videos, workshops for families who lost loved ones and a then-and-now commemorative trail of war damaged sites.

David Massey (Chairman)

## *Declaration*

**The trustees declare that they have approved the trustees' report above.**

Signed on behalf of the charity's trustees

Crispin Pailing

The Revd Canon Dr Crispin Pailing, Rector

Date 17 March 2022

## Independent Examiner's Report

Report to the Parochial Church Council (PCC) of Our Lady and St Nicholas, Liverpool on the accounts for the year ended 31st December 2021, as set out on pages 8 to 16.

### Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to 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 PCC 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 PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me cause to believe that in, any material respect:
   - accounting records were not kept in accordance with section 130 of the Charities Act;
   - the accounts do not accord with accounting records
2) I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached

Date: 25 April 2022

Susan Buckley

Susan Buckley FCA

SBA Accounting Limited
Gladstone House
2 Church Road
Liverpool
L15 9EG

**Parochial Church Council of Our Lady and St Nicholas**

## Statement of financial activities
## For the year ended 31 December 2021

| | Notes | 2021 Unrestricted Funds | 2021 Restricted Funds | 2021 Endowment Funds | 2021 Total | 2020 Unrestricted Funds | 2020 Restricted Funds | 2020 Endowment Funds | 2020 Total |
|---|---|---|---|---|---|---|---|---|---|
| **Incoming Resources** | | | | | | | | | |
| Voluntary Income | 2(a) | 133,274 | 20,000 | 12,000 | **165,274** | 96,418 | - | 23,281 | **119,699** |
| Activities for generating funds | 2(b) | 11,822 | - | - | **11,822** | 9,360 | - | - | **9,360** |
| Investments | 2(c) | 10,840 | - | - | **10,480** | 6,641 | - | - | **6,641** |
| Church Activities | 2(d) | 7,354 | - | - | **7,354** | 3,875 | - | - | **3,875** |
| Other | 2(e) | - | - | - | **-** | 482 | - | - | **482** |
| Sub Total | | **162,930** | **20,000** | **12,000** | **194,930** | **116,776** | **-** | **23,281** | **140,057** |
| **Resources Expended** | | | | | | | | | |
| Church activities | 3(a) | 113,129 | - | - | **113,129** | 105,637 | - | - | **105,637** |
| Costs of generating voluntary income | 3(b) | - | - | - | **-** | - | - | - | **-** |
| Fund-raising trading costs | 3(c) | 356 | - | - | **356** | 118 | - | - | **118** |
| Other costs | 3(d) | 29,953 | - | - | **29,953** | 21,284 | - | - | **21,284** |
| Sub Total | | **143,438** | - | - | **143,438** | **127,039** | **-** | **-** | **127,039** |
| **Net Incoming Resources Before Other Recognised Gains & Losses** | | | | | | | | | |
| Net Incoming Resources | | **19,492** | **20,000** | **12,000** | **51,492** | **(10,263)** | **-** | **23,281** | **13,018** |
| **Gains on investment assets** | | | | | | | | | |
| On disposal | 5(b) | | | | | - | - | - | - |
| Additions | 5(b) | **10,911** | - | - | **10,911** | **9,452** | - | - | **9,452** |
| On revaluation | 5(b) | **-** | **1,919** | **53,388** | **55,307** | **-** | **1,635** | **7,749** | **9,384** |
| **Gross transfer between funds** | | | | | | **500** | **(13,132)** | **12,632** | **-** |
| **Net Movement in Funds** | | | | | | | | | |
| Movement | | **30,403** | **21,919** | **65,388** | **117,710** | **(311)** | **(11,497)** | **43,662** | **31,854** |
| Balances at 1/1 | | **160,031** | **13,875** | **538,108** | **712,014** | **160,342** | **25,372** | **494,446** | **680,160** |
| Balances at 31/12 | | **190,434** | **35,794** | **603,496** | **829,724** | **160,031** | **13,875** | **538,108** | **712,014** |

## Parochial Church Council of Our Lady and St Nicholas
## Balance Sheet
## For the year ended 31 December 2021

| | Notes | 2021 £ | 2020 £ |
|---|---|---|---|
| **Fixed Assets** | | | |
| Tangible | 5(a) | 35,484 | 43,295 |
| Investment | 5(b) | 650,850 | 562,163 |
| Sub Total | | **686,334** | **605,458** |
| **Current Assets** | | | |
| Stock | | - | - |
| Debtors | 6 | 12,038 | 18,941 |
| Cash at bank and in hand | | 149,121 | 88,533 |
| Sub Total | | **161,159** | **107,474** |
| **Liabilities** | | | |
| Creditors - amounts falling due < 1 year | 7 | 17,769 | **918** |
| **Net Current Assets/ (Liabilities)** | | | |
| Total assets less current liabilities | | **143,390** | **106,556** |
| **TOTAL NET ASSETS** | | **829,724** | **712,014** |
| Unrestricted* | 8 | 190,434 | 160,031 |
| Restricted | | 35,794 | 13,875 |
| Endowment | | 603,496 | 538,108 |
| **TOTAL PARISH FUNDS** | | **829,724** | **712,014** |

Approved by the Parochial Church Council on 17th March 2022.

The Revd Canon Dr Crispin Pailing
Chair of Parochial Church Council

Dr Jim Wrightson
Treasurer

The notes on pages 10 to 16 form part of these accounts

* Note – contained within this unrestricted balance is a sum of £80,000 which has been designated by the PCC as provision for payment towards the acquisition of a house for a stipendiary curate.

## Notes to the financial statements
## For the year ended 31 December 2021

### 1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.
These accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

### 2. Income

| | |
|---|---|
| Recognition of income: | These are included in the Statement of Financial Activities (SoFA) when:<br>- The charity becomes entitled to the resources;<br>- It is more likely than not that the trustees will receive the resources; and<br>- The monetary value can be measured with sufficient reliability. |
| Offsetting: | There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102. |
| Grants and Donations: | Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10-5.12 FRS 102 SORP).<br>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP) |
| Legacies: | Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met. |
| Tax reclaims: | Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise. |
| Support costs: | The charity has incurred expenditure on support costs. |
| Volunteer help: | The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report. |
| Interest, dividends etc. | Income from interest, royalties and dividends is included in the accounts when receipt is probable and the amount receivable can be measured reliably. |
| Investment gains/losses | This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. |

### 3. Expenditure and liabilities

| | |
|---|---|
| Liability recognition: | Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. |
| Creditors: | The charity has creditors which are measured at settlement amounts less any trade discounts. |
| Financial instruments: | The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS 102 SORP. Subsequent measurement is as per paragraphs 11.17 top 11.19, FRS 102 SORP. |

**4. Assets**

Investments: Fixed asset investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments.

Debtors: Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Funds: *Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.
*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific purpose or object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.
*Unrestricted funds* are general funds, which can be used for PCC ordinary purposes.

Fixed Assets: Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.

*Moveable church furnishings* held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 15 years) on a straight-line basis.

*Equipment* used within the church premises is depreciated on a straight-line basis over 4 years. All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

## 2. INCOMING RESOURCES

| | 2021 Unrestricted Funds (£) | 2021 Restricted Funds (£) | 2021 Endowment Funds (£) | **2021 Total £** | 2020 Unrestricted Funds (£) | 2020 Restricted Funds (£) | 2020 Endowment Funds (£) | **2020 Total £** |
|---|---|---|---|---|---|---|---|---|
| **2(a) Voluntary Income** | | | | | | | | |
| Planned Giving | 36,221 | - | - | 36,221 | 37,620 | - | - | 37,620 |
| Tax recoverable | 11,526 | - | - | 11,526 | 11,104 | - | 2,056 | 13,160 |
| Other Gift Aid Donations | 1,957 | - | - | 1,957 | 8,557 | - | - | 8,557 |
| Collections | 4,950 | - | - | 4,950 | 2,350 | - | - | 2,350 |
| Grants | 24,463 | 20,000 | 12,000 | 56,463 | 28,273 | - | 11,000 | 39,273 |
| Donations, appeals | 34,407 | - | - | 34,407 | 8,490 | - | 8,225 | 16,715 |
| Legacies | 19,750 | - | - | 19,750 | 24 | - | 2,000 | 2,024 |
| **Total** | **133,274** | **20,000** | **12,000** | **165,274** | **96,418** | **-** | **23,281** | **119,699** |
| **2(b) Activities for generating funds** | | | | | | | | |
| Fundraising non-church purposes | 11,272 | - | - | 11,272 | 6,658 | - | - | 6,658 |
| Fundraising – Misc | 467 | - | - | 467 | 2,018 | - | - | 2,018 |
| Catering | 83 | - | - | 83 | 684 | - | - | 684 |
| **Total** | **11,822** | **-** | **-** | **11,822** | **9,360** | **-** | **-** | **9,360** |
| **2(c)Income from investments** | | | | | | | | |
| Dividends, interest & tax recoverable | 1,780 | - | - | 1,780 | 641 | - | - | 641 |
| Rent | 8,700 | - | - | 8,700 | 6,000 | - | - | 6,000 |
| **Total** | **10,480** | **-** | **-** | **10,480** | **6,641** | **-** | **-** | **6,641** |
| **2(d) Income from Church Activities** | | | | | | | | |
| Parochial Fees retained by PCC | 6,949 | - | - | 6,949 | 3,678 | - | - | 3,678 |
| Sundry Income | 405 | - | - | 405 | 197 | - | - | 197 |
| **Total** | **7,354** | **-** | **-** | **7,354** | **3,875** | **-** | **-** | **3,875** |
| **2(e) Other incoming resources** | | | | | | | | |
| Insurance claims/sale of fixed assets | - | - | - | | 482 | - | - | 482 |
| **Total** | **-** | **-** | **-** | | **482** | **-** | **-** | **482** |
| **TOTAL INCOMING RESOURCES** | **162,930** | **20,000** | **12,000** | **194,930** | **116,776** | **-** | **23,281** | **140,057** |

## 3. RESOURCES EXPENDED

| | 2021 Unrestricted Funds (£) | 2021 Restricted Funds (£) | 2021 Endowment Funds (£) | **2021 Total £** | 2020 Unrestricted Funds (£) | 2020 Restricted Funds (£) | 2020 Endowment Funds (£) | **2020 Total £** |
|---|---|---|---|---|---|---|---|---|
| **3(a)Church activities** | | | | | | | | |
| **Mission & charitable giving** | | | | | | | | |
| Overseas | - | - | - | - | - | - | - | - |
| Relief & development agencies | 500 | - | - | 500 | 375 | - | - | 375 |
| Home missions | - | - | - | - | 200 | - | - | 200 |
| Secular charities | 955 | - | - | 955 | 1,290 | - | - | 1,290 |
| **Ministry** | | | | | | | | |
| Diocesan parish share | 24,042 | - | - | 24,042 | 26,350 | - | - | 26,350 |
| Clergy expenses | 338 | - | - | 338 | 530 | - | - | 530 |
| Parsonage | 3,221 | - | - | 3,221 | 2,982 | - | - | 2,982 |
| Assistant staff | 6,854 | - | - | 6,854 | 11,723 | - | - | 11,723 |
| **Church running & maintenance** | | | | | | | | |
| Church running expenses | 24,192 | - | - | 24,192 | 29,352 | - | - | 29,352 |
| Church maintenance | 19,077 | - | - | 19,077 | 10,967 | - | - | 10,967 |
| Upkeep of services | 10,940 | - | - | 10,940 | 8,782 | - | - | 8,782 |
| Depreciation | 7,811 | - | - | 7,811 | 7,711 | - | - | 7,711 |
| Walton Park Cemetery | - | - | - | - | - | - | - | - |
| **Parish centre** | | | | | | | | |
| Running costs | 4,914 | - | - | 4,914 | 4,896 | - | - | 4,896 |
| Other property upkeep | - | - | - | - | - | - | - | - |
| Major repairs / works | 10,285 | - | - | 10,285 | 480 | - | - | 480 |
| **Total** | **113,129** | **-** | **-** | **113,129** | **105,637** | **-** | **-** | **105,637** |
| **3(b) Generation of voluntary income** | | | | | | | | |
| Stewardship costs | - | - | - | - | - | - | - | |
| **3(c) Fundraising costs trading** | | | | | | | | |
| Fundraising costs | 356 | - | - | 356 | 118 | - | - | 118 |
| Investment management | - | - | - | - | - | - | - | - |
| **Total** | **356** | - | **-** | **356** | **118** | - | **-** | **118** |
| **3(d) Other resources expended** | | | | | | | | |
| Other | 9,112 | - | - | 9,112 | 1,293 | - | - | 1,293 |
| Support | 20,841 | - | - | 20,841 | 19,991 | - | - | 19,991 |
| **Total** | **29,953** | - | - | **29,953** | **21,284** | - | - | **21,284** |
| **TOTAL EXPENDED** | **143,438** | **-** | **-** | **143,438** | **127,039** | **-** | **-** | **127,039** |

**4. Staff Costs (Wages & Salaries)**

| | |
|---|---|
| Office Support, Cleaning, Security and Organist | £22,467 |
| Tax & National insurance | 432 |
| Pensions | 266 |
| **Total** | **£23,165** |

The head count of employees during the year was 5 (all part-time) for office support, cleaning, security and organist.

All employees have had the opportunity to take annual leave to which they are entitled, so there is no financial provision needed for outstanding leave.

**PCC members' expenses**
During the year £1,028 was reimbursed to 4 PCC members for expenses they incurred on behalf of the Church

**PCC members' donations**
Trustees contributed a total of £6,260 to the charity during 2021.

**5(a) FIXED ASSETS**

| **Tangible (Unrestricted)** | | Freehold land & building £ | Church equipment £ | **Total £** |
|---|---|---|---|---|
| Actual / Deemed cost | As at 1/1 | - | **69,775** | **69,775** |
| | Disposal | - | - | - |
| | Additions at cost | - | - | - |
| | **As at 31/12** | - | **69,775** | **69,775** |
| Depreciation | As at 1/1 | - | 26,480 | 26,480 |
| | Withdrawn on disposals | - | - | - |
| | Charge for year | - | 7,811 | 7,811 |
| | **As at 31/12** | - | **34,291** | **34,291** |
| Net Book Value | **As at 31/12** | - | **35,484** | **35,484** |

| **5(b) Investments** | | **2021 £** | **2020 £** |
|---|---|---|---|
| GLADSTONE FUND | Historical cost | 172,798 | 169,498 |
| | Market value | 209,894 | 191,602 |
| HAMPSON AND SUNDRY BEQUESTS | Historical cost | 255,920 | 251,577 |
| | Market value | 302,459 | 277,398 |
| INVESTEC Income Account | Historical cost | 31,309 | 20,398 |
| | Market value | 31,309 | 20,398 |
| OLSN EDUCATIONAL FUND | Historical cost | 19,902 | 19,902 |
| | Market value | 34,847 | 30,486 |
| | Accrued Interest | 6,033 | 5,546 |
| L'POOL BLITZ MEM TRUST | Historical cost | 6,250 | 6,250 |
| | Market value | 9,637 | 8,205 |
| MUSIC ENDOWMENT FUND (CBF) | Historical Cost | 32,375 | 25,688 |
| | Market Value | 45,484 | 28,529 |
| MUSIC ENDOWMENT FUND (Investec) | Historical Cost | 11,188 | 0 |
| | Market Value | 11,188 | 0 |
| **TOTALS** | Historical cost | **529,742** | **493,313** |
| | Market value + Accrued Interest | **650,851** | **562,164** |

**The market value as at 31st December represents investments for:**

| | £ |
|---|---|
| Unrestricted funds | 31,309 |
| Restricted funds | 15,670 |
| Endowment funds | 603,872 |

The Gladstone Fund was established following the sale of 62 Rodney Street, Liverpool, the birthplace of W.E.Gladstone. The capital cannot be spent but up to 4/5 of the fund can be borrowed interest free towards the costs of a new Rectory. The income from the fund is available to the PCC without restriction and is currently accumulating in an Investec cash account.

The Hampson and Sundry Bequests is the new joint title for the fund which contains the legacy given under the will of John Henry Hampson as well as an earlier bequest (the James Cross Fund), to which has been added the formerly separate Sundry Endowments Fund. With the redesignation of the small unrestricted sums as endowment funds, the two funds were merged during 2020 and are now reported as a single entity.

The Our Lady & St Nicholas Educational Fund was established in 1998 with the proceeds of the sale of the former church school in Vauxhall. The income from this fund is to be used to assist the education of both the young people associated with the Church and/or live in the parish.

The Music Endowment Fund was formally established early in 2020, following a generous donation late in 2019 which was initially described as restricted. It is intended to support the provision of music in worship. Funds donated are invested as endowment but the income from this fund is available to the church as unrestricted to apply to musical purposes.

**6. DEBTORS**

| | 2021 £ | 2020 £ |
|---|---|---|
| Tax recoverable | 9,865 | 11,040 |
| Other debtors | 2,173 | 7,901 |
| Total | **12,038** | **18,941** |

**7.LIABILITIES (Amounts falling due in one year)**

| | 2021 £ | 2020 £ |
|---|---|---|
| Creditors | 17,769 | 918 |
| Total | **17,769** | **918** |

| **8. FUNDS** | **Balance at 1/1** | **Incoming resources** | **Resources expended** | **Fund Transfers** | **Investment gains** | **Balance at 31/12** |
|---|---|---|---|---|---|---|
| **Unrestricted fund movements** | | | | | | |
| Investec Dividends | 20,398 | 10,911 | - | - | - | 31,309 |
| Accumulated funds | 139,633 | 162,930 | 143,438 | - | - | 159,125 |
| **Total** | **160,031** | **173,843** | **143,440** | - | - | **190,434** |
| **Restricted fund movements** | | | | | | |
| Blitz Memorial Fund | 8,329 | - | - | - | 1,432 | 9,763 |
| OLSN Educational Fund | 5,546 | - | + - | - | 487 | 6,033 |
| Humby Trust (Gardens & Walton Park) | 0 | 20,000 | - | - | - | 20,000 |
| **Total** | 13,875 | 20,000 | - | - | 1,919 | 35,794 |

**9. OTHER FEES**

**The following amounts have also been received and subsequently paid out but which are not included in the accounts for the year:**

| | £ |
|---|---|
| **Fees for weddings, funerals and special services (Verger, Organist, Choir, Bellringers, Soloists)** | **15,100** |

| **Special Collections:** | **£** |
|---|---|
| **Firefighters' Charity** | **114** |
| **KIND** | **85** |
| **Liverpool Seafarers' Centre** | **489** |

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF OUR LADY AND SAINT NIC

England & Wales - Charity number 1132856

# Accounts

Charity number 1132856

DIOCESE OF LIVERPOOL

# Liverpool Parish Church
# (Our Lady and St Nicholas)

# Annual Report

# of the Parochial Church Council

Year ending 31st December 2020

## *Administrative information*

Our Lady & St Nicholas, Old Churchyard, Chapel Street, Liverpool. L2 8TZ
Official correspondence to the Parish Administrator, Church Office at the above address.

## *PCC Members*

During the year the following served as members of the PCC:

| | |
|---|---|
| Rector: | The Revd Canon Dr Crispin Pailing (Chair) |
| Assistant Priest: | The Revd Michelle Montrose |
| Assistant Priest: | The Revd Bill Addy |
| Assistant Curate: | The Revd Fergus Butler-Gallie (until November 2020) |
| Wardens: | Mrs Pauline Lewis<br>Mrs Eva Cookey |
| Deanery Synod Representatives: | Mr Mark Lewis (until October 2020)<br>Mrs Lynn White (from October 2020)<br>Mrs Emily Ridgway (from November 2020) |
| Secretary: | Mr Guy Barker |
| Treasurer: | Mr Nick Ledingham |
| Other Elected Members: | Dr Rebecca Selman<br>Mr Nick Ledingham<br>Mrs Sarah Wrightson<br>Mr Martyn Cull<br>Dr Sarah-Jane Cull<br>Mrs Elaine Price<br>Mr John Mason (until October 2020)<br>Mr David Large<br>Mrs Sarah Doyle<br>Mr Guy Barker<br>Dr Louis Johnson (until June 2020)<br>Mr Peter Summerfield<br>Captain Peter Woods (from October 2020) |
| In attendance: | Ian Grant-Funck (Parish Assistant) |

## *Parish Advisors*

**Bankers**: Barclays Bank PLC, Liverpool City Business Centre, 48b-50 Lord Street, Liverpool L2 1TD

**Investments**: Oliver Hall, Investec Wealth & Investment Limited, The Plaza, 100 Old Hall Street, Liverpool L3 9AB

**Architect**: Maggie Mullan, Maggie Mullan Architects Ltd., 6 Percy St Liverpool L8 7LU

**Independent Examiner**: Susan Buckley, SBA Accounting Limited, Gladstone House, 2 Church Road, Liverpool L15 9EG

Day to day management control of the Church is exercised by the Rector and Churchwardens, contactable via the church office on 0151 236 5287

## *Structure, Management and Governance*

Our Lady & St Nicholas PCC operates under the Parochial Church Council Powers Measure 1956.
The PCC has been a Registered Charity since 2009: No. 1132856.

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and are welcome stand for election to the PCC. The APCM in 2016 resolved that members should be elected to the PCC for annual terms.

*Other related trusts:*

**Liverpool Blitz Memorial Fund –** registered charity 1081035. There are five trustees, including the incumbent and 2 members of the PCC.

**OLSN Educational Fund** - registered charity 1068147, all members of the PCC are trustees.

*Sub-committees*

**The Standing Committee** - the only committee required by law. It meets at least once in the interval between scheduled PCC meetings to implement PCC resolutions, to transact other business on behalf of the PCC and to set future agendas. Membership comprises the Rector, Churchwardens, Assistant Clergy, the Treasurer, Secretary and one other member of PCC.

**The Investment Committee** - meets bi-annually to advise the Treasurer and Council on Parish investments. Membership comprises the Investment Advisor, the Treasurer, the Rector, at least one other member of PCC (currently John Mason), Mr Andrew Lovelady (Chartered Accountant) and Mr Adrian Maxwell (Rathbones).

**The Church and World Action Committee –** coordinates charitable giving through the Church and other activities such as Food Bank collections.

**The Safeguarding Committee** – conducts an annual review of our Safeguarding policies. The committee supports the incumbent and the Safeguarding coordinators in their work.

## *Financial Position at Year End*

During an unusual year where the Government suspended public worship for two prolonged periods because of the COVID-19 pandemic, and further restrictions severely limited normal activities (from services to room lettings), the financial resilience of the Church has been tested but the year ended in surplus. This was in part owing to an appeal for the Music Endowment Fund, but whilst most income sources ceased (including fees and voluntary rate), a robust approach to stewardship and the use of the Government's Job Retention Scheme enabled a positive end to the year.

## *Objectives and Activities*

The PCC (Powers) measure 1956 states the PCC "is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical"

## *Safeguarding*

The PCC considers safeguarding at every meeting and reviews and re-adopts the Safeguarding Policy (for children and vulnerable adults) in September of each year. Members of the PCC are subject to a check from the Disclosure and Barring Service and a policy of Safer Recruiting is followed for all church appointments (paid and voluntary). The PCC has complied with the duty to have "due regard" to the House of Bishops' guidance in relation to safeguarding.

## *Our objectives for 2020 were:*

**Mission & worship**

- We plan to introduce a monthly Choral Eucharist on Sunday mornings with St Nicholas' Singers. This will start in February and we have begun a Music Endowment Fund to assist with the financing of it.
- We are planning two conferences in the year. The first is in collaboration with St Martin in the Fields (London) to explore different models of Church; the second is to collaborate on a regional Church response to asylum seekers and refugees.
- We hope to develop our congregational life through a new programme of study groups.

**Enhancement and development of church buildings**

- The architect has drawn up plans for the remodelling and refurbishment of the lavatories in the Parish Centre.
- We hope to install new floodlighting for the building to an ambitious scheme which has been designed.

**Finance, Giving and Fundraising**

- Fundraising will be required to pay for the refurbishment of the lavatories.
- A campaign will be launched to build the Music Endowment Fund.
- With the installation of WiFi throughout the building, a contactless donation point will now be possible.

## *We responded to these objectives in the following ways:*

**Mission & worship**

- Our monthly Choral Eucharist was introduced on Sunday mornings in February. Unfortunately the suspension of public worship in the pandemic meant that we were not able to resume these choral services until July 2020. However, the prohibition on congregational singing meant that we relied on professional singers to act as cantor. Choral services, including carol services, took place throughout the year whenever it was possible.
- The pandemic led to the development of our capability in digital events on-line. Throughout much of the year we were able to produce high quality liturgical services 'pre-recorded' on the internet, and when public worship took place we were able to live-stream it for those unable to attend church. In addition Liverpool Parish Church featured frequently and prominently in national broadcast, print and digital media for our response to the pandemic.
- The planned conferences in 2020 did not take place because of the pandemic. However, we have been able to use our capacity and expertise to engage with local authority and public planning throughout the pandemic. Two members of our clergy sit on the Liverpool Health Protection Board. We have also been at the forefront of conversations across the city in response to the Black Lives Matter movement, and our engagement with our own history with the transatlantic trade in enslaved Africans led to a feature on BBC Songs of Praise as we unveiled a stone commemorating the first recorded black resident of Liverpool.
- We were unable to hold 'in person' study events, but during the year we were able to run both a vocations' group and a confirmation class by video conference. Plans are developing for study groups in 2021.

**Enhancement and development of church buildings**

- Fundraising for remodelling the lavatories has had to be postponed until 2021 because of the pandemic.
- In February 2020 funding to a maximum of £75,000 was secured from Liverpool City Council for a floodlighting scheme. At the end of the year this went out to tender and the contract will be awarded in 2021.
- Work was completed to upgrade the digitization of the clock mechanism.

**Finance, Giving and Fundraising**

- Fundraising for lavatories was deferred until 2021.

- Despite the pandemic, following the launch of a Music Endowment Fund in February 2020 sufficient donations were received to bring the Fund to almost £40,000 at the end of the year.
- A contactless giving terminal was installed in July 2020.

## *Reserves Policy*

The PCC aspires to maintain reserves of a sum equivalent to approximately 3 months normal income and a cash flow reserve of £10,000. This amounts to a total of approximately £40,000. The cash flow reserve is currently in place and we hope to establish a larger unrestricted reserve over the course of the next few years to fund clergy housing.

## *Investment Policy*

The main investments are managed by Investec Wealth & Investment Limited and overseen by the Investment Committee. The current *Investment Policy Statement* was adopted by the Parochial Church Council on 31st March 2016.

## *Plans for the future*

In 2021 we have planned the following in addition to existing activities and projects:

**Mission & worship**

- We look forward to resuming public worship without additional measures because of the pandemic. The appointment of a new organist at the start of 2021 as well as the restrictions on music in the pandemic gives us the opportunity to review our use of music in worship.
- We shall hold a conference in 2021 with the HeartEdge network (from St Martin in the Fields in London).
- Our work in the leadership in tackling homelessness in the City will continue with the launch of a new city-wide strategy as well as building on the Homelessness Charter launched in 2019.
- Further outreach work is planned with the Gipsy, Roma, and Traveller community.
- A new approach to church social events is required.

**Enhancement and development of church buildings**

- The architect has drawn up plans for the remodelling and refurbishment of the lavatories in the Parish Centre. This project needs to be taken forward as the pandemic restrictions are lifted.
- Stonework repairs are needed at the base of the tower (as mentioned in the Quinquennial Report).
- Floodlighting will be installed.

**Finance, Giving and Fundraising**

- Fundraising will be required to pay for the refurbishment of the lavatories.
- As we recover from the pandemic, the usual sources of income need to be re-established and further work is required on reserves.
- We shall buy a property as a house for a stipendiary curate.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit.

## *Activities of the Liverpool Blitz Memorial Trust (Charity 1081035)*

The Liverpool Blitz Memorial Trust functions in relation to the monument that commemorates those from Liverpool and Bootle who lost their lives in the Blitz and to advance the education of the public in the history of the (local) Blitz. The year 2020 has been dominated by the impact the Covid-19 pandemic and the restrictions it has imposed on most activities and forward plans.

During the year, the trustees, Christine Hill (Secretary), David Massey (Chairman), John Mason (Treasurer), Fr Crispin Pailing, and, Ivan Woolfenden) have conducted their meetings by email. We wish to express our thanks to Guy Barker, who stood down as a trustee and as Secretary at the start of the year, and to welcome Christine Hill as Secretary.

The Report & Accounts of the LBMT are presented alongside those of the Church, to which it closely relates. The Trust has to date maintained separate accounts from the PCC because of its broader public education role. A small float has been kept in the Virgin Money account; the majority of the funds being held in the managed "Wrapper" fund that has shown a competitive level of growth during the year.

The trustees completed the transfer of support funds and relevant policy documents for the care and maintenance of the Blitz Memorial sculpture to the PCC and to the Buildings Manager.

Following positive initial discussions with the Museum of Liverpool in 2020, it was not possible to make practical arrangements for the educational commemoration of the 80th anniversary of the Blitz in 2021 in view of the Covid restrictions. However, we remain mindful of this and other opportunities and will seek to follow them up as circumstances permit.

David Massey (Chairman)

## *Declaration*

**The trustees declare that they have approved the trustees' report above.**

Signed on behalf of the charity's trustees

The Revd Canon Dr Crispin Pailing, Rector

Date 18 March 2021

## Independent Examiner's Report

Report to the Parochial Church Council (PCC) of Our Lady and St Nicholas, Liverpool on the accounts for the year ended 31st December 2020, as set out on pages 8 to 16.

### Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to 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 PCC 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 PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me cause to believe that in, any material respect:
   - accounting records were not kept in accordance with section 130 of the Charities Act;
   - the accounts do not accord with accounting records
2) I have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached

Date: 7 May 2021

Susan Buckley

Susan Buckley FCA

SBA Accounting Limited
Gladstone House
2 Church Road
Liverpool
L15 9EG

**Parochial Church Council of Our Lady and St Nicholas**

## Statement of financial activities
## For the year ended 31 December 2020

| | Notes | 2020 Unrestricted Funds | 2020 Restricted Funds | 2020 Endowment Funds | 2020 Total | 2019 Unrestricted Funds | 2019 Restricted Funds | 2019 Endowment Funds | 2019 Total |
|---|---|---|---|---|---|---|---|---|---|
| **Incoming Resources** | | | | | | | | | |
| Voluntary Income | 2(a) | 96,418 | - | 23,281 | **119,699** | 128,379 | 13,500 | - | **141,879** |
| Activities for generating funds | 2(b) | 9,360 | - | - | **9,360** | 18,104 | - | - | **18,104** |
| Investments | 2(c) | 6,641 | - | - | **6,641** | 7,926 | 5 | - | **7,931** |
| Church Activities | 2(d) | 3,875 | - | - | **3,875** | 7,021 | - | - | **7,021** |
| Other | 2(e) | 482 | - | - | **482** | 1,158 | - | - | **1,158** |
| Sub Total | | **116,776** | - | **23,281** | **140,057** | **162,588** | **13,505** | - | **176,093** |
| **Resources Expended** | | | | | | | | | |
| Church activities | 3(a) | 105,637 | - | - | **105,637** | 132,279 | 13,540 | - | **145,819** |
| Costs of generating voluntary income | 3(b) | - | - | - | **-** | - | - | | **-** |
| Fund-raising trading costs | 3(c) | 118 | - | - | **118** | 367 | - | - | **367** |
| Other costs | 3(d) | 21,284 | - | - | **21,284** | 22,731 | - | - | **22,731** |
| Sub Total | | **127,039** | - | - | **127,039** | **155,377** | **13,540** | - | **168,917** |
| **Net Incoming Resources Before Other Recognised Gains & Losses** | | | | | | | | | |
| Net Incoming Resources | | **(10,263)** | - | **23,281** | **13,018** | **7,211** | **(35)** | - | **7,176** |
| **Gains on investment assets** | | | | | | | | | |
| On disposal | 5(b) | - | - | - | - | - | - | - | - |
| Additions | 5(b) | **9,452** | - | - | **9,452** | **10,946** | **12,500** | - | **23,446** |
| On revaluation | 5(b) | - | 1,635 | **7,749** | **9,384** | - | **2,356** | **71,350** | **73,706** |
| **Gross transfer between funds** | | **500** | **(13,132)** | **12,632** | - | **(7,511)** | **(6,250)** | **13,761** | - |
| **Net Movement in Funds** | | | | | | | | | |
| Movement | | **(311)** | **(11,497)** | **43,662** | **31,854** | **10,646** | **8,571** | **85,111** | **104,328** |
| Balances at 1/1 | | **160,342** | **25,372** | **494,446** | **680,160** | **149,696** | **16,801** | **409,335** | **575,832** |
| Balances at 31/12 | | **160,031** | **13,875** | **538,108** | **712,014** | **160,342** | **25,372** | **494,446** | **680,160** |

## Parochial Church Council of Our Lady and St Nicholas
## Balance Sheet
## For the year ended 31 December 2020

| | Notes | 2020 £ | 2019 £ |
|---|---|---|---|
| **Fixed Assets** | | | |
| Tangible | 5(a) | 43,295 | 48,120 |
| Investment | 5(b) | 562,163 | 530,140 |
| Sub Total | | **605,458** | **578,260** |
| **Current Assets** | | | |
| Stock | | - | - |
| Debtors | 6 | 18,941 | 18,552 |
| Cash at bank and in hand | | 88,533 | 92,975 |
| Sub Total | | **107,474** | **111,527** |
| **Liabilities** | | | |
| Creditors - amounts falling due < 1 year | 7 | **918** | **9,627** |
| **Net Current Assets/ (Liabilities)** | | | |
| Total assets less current liabilities | | **106,556** | **101,900** |
| **TOTAL NET ASSETS** | | **712,014** | **680,160** |
| Unrestricted* | 8 | 160,031 | 160,342 |
| Restricted | | 13,875 | 25,372 |
| Endowment | | 538,108 | 494,446 |
| **TOTAL PARISH FUNDS** | | **712,014** | **680,160** |

Approved by the Parochial Church Council on 18th March 2021.

Crispin Pailing

The Revd Canon Dr Crispin Pailing
Chair of Parochial Church Council

Mr Nick Ledingham
Treasurer

The notes on pages 10 to 16 form part of these accounts

* Note – contained within this unrestricted balance is a sum of £70,000 which has been designated by the PCC as provision for payment towards the acquisition of a house for a stipendiary curate.

## Notes to the financial statements
## For the year ended 31 December 2020

### 1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.
These accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, and with the Charities Act 2011.

### 2. Income

| | |
|---|---|
| Recognition of income: | These are included in the Statement of Financial Activities (SoFA) when:<br>- The charity becomes entitled to the resources;<br>- It is more likely than not that the trustees will receive the resources; and<br>- The monetary value can be measured with sufficient reliability. |
| Offsetting: | There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102. |
| Grants and Donations: | Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10-5.12 FRS 102 SORP).<br>In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP) |
| Legacies: | Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met. |
| Tax reclaims: | Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise. |
| Support costs: | The charity has incurred expenditure on support costs. |
| Volunteer help: | The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report. |
| Interest, dividends etc. | Income from interest, royalties and dividends is included in the accounts when receipt is probable and the amount receivable can be measured reliably. |
| Investment gains/losses | This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year. |

### 3. Expenditure and liabilities

| | |
|---|---|
| Liability recognition: | Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty. |
| Creditors: | The charity has creditors which are measured at settlement amounts less any trade discounts. |
| Financial instruments: | The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS 102 SORP. Subsequent measurement is as per paragraphs 11.17 top 11.19, FRS 102 SORP. |

### 4. Assets

| | |
|---|---|
| Investments: | Fixed asset investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.<br><br>Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments. |

Debtors:

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Funds:

*Endowment funds* are funds, the capital of which must be maintained; only income arising from the investment of the endowment may be used either as restricted or unrestricted funds depending on the purpose for which the endowment was established.
*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific purpose or object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.
*Unrestricted funds* are general funds, which can be used for PCC ordinary purposes.

Fixed Assets:

Consecrated and beneficed property of any kind is excluded from the accounts by s.96 (2) (a) of the Charities Act 1993.

*Moveable church furnishings* held by the Rector and Churchwardens on special trust for the PCC and which require a faculty for disposal are accounted for as inalienable property unless consecrated. They are listed in the Church's inventory, which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the accounts. Items acquired since 1 January 2000 have been capitalised and depreciated in the accounts over their currently anticipated useful economic life (initially over 15 years) on a straight-line basis.

*Equipment* used within the church premises is depreciated on a straight-line basis over 4 years. All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

## 2. INCOMING RESOURCES

| | 2020 Unrestricted Funds (£) | 2020 Restricted Funds (£) | 2020 Endowment Funds (£) | **2020 Total £** | 2019 Unrestricted Funds (£) | 2019 Restricted Funds (£) | 2019 Endowment Funds (£) | **2019 Total £** |
|---|---|---|---|---|---|---|---|---|
| **2(a) Voluntary Income** | | | | | | | | |
| Planned Giving | 37,620 | - | - | 37,620 | 37,009 | - | - | 37,009 |
| Tax recoverable | 11,104 | - | 2,056 | 13,160 | 16,747 | - | - | 16,747 |
| Other Gift Aid Donations | 8,557 | - | - | 8,557 | 24,156 | - | - | 24,156 |
| Collections | 2,350 | - | - | 2,350 | 7,021 | - | - | 7,021 |
| Grants | 28,273 | - | 11,000 | 39,273 | 19,729 | 1,000 | - | 20,729 |
| Donations, appeals | 8,490 | - | 8,225 | 16,715 | 20,717 | 12,500 | - | 33,217 |
| Legacies | 24 | - | 2,000 | 2,024 | 3,000 | - | - | 3,000 |
| **Total** | **96,418** | **-** | **23,281** | **119,699** | **128,379** | **13,500** | **-** | **141,879** |
| **2(b) Activities for generating funds** | | | | | | | | |
| Fundraising non-church purposes | 6,658 | - | - | 6,658 | 14,064 | - | - | 14,064 |
| Fundraising – Misc | 2,018 | - | - | 2,018 | 2,899 | - | - | 2,899 |
| Catering | 684 | - | - | 684 | 1,140 | - | - | 1,140 |
| **Total** | **9,360** | **-** | **-** | **9,360** | **18,104** | **-** | **-** | **18,104** |
| **2(c)Income from investments** | | | | | | | | |
| Dividends, interest & tax recoverable | 641 | - | - | 641 | 2,226 | 5 | - | 2,231 |
| Rent | 6,000 | - | - | 6,000 | 5,700 | - | - | 5,700 |
| **Total** | **6,641** | **-** | **-** | **6,641** | **7,926** | **5** | **-** | **7,931** |
| **2(d) Income from Church Activities** | | | | | | | | |
| Parochial Fees retained by PCC | 3,678 | - | - | 3,678 | 6,513 | - | - | 6,513 |
| Sundry Income | 197 | - | - | 197 | 508 | - | - | 508 |
| **Total** | **3,875** | **-** | **-** | **3,875** | **7,021** | **-** | **-** | **7,021** |
| **2(e) Other incoming resources** | | | | | | | | |
| Insurance claims/sale of fixed assets | 482 | - | - | 482 | 1,158 | - | - | 1,158 |
| **Total** | **482** | **-** | **-** | **482** | **1,158** | | | **1,158** |
| **TOTAL INCOMING RESOURCES** | **116,776** | **-** | **23,281** | **140,057** | **162,588** | **13,505** | **-** | **176,093** |

## 3. RESOURCES EXPENDED

| | 2020 Unrestricted Funds (£) | 2020 Restricted Funds (£) | 2020 Endowment Funds (£) | **2020 Total £** | 2019 Unrestricted Funds (£) | 2019 Restricted Funds (£) | 2019 Endowment Funds (£) | **2019 Total £** |
|---|---|---|---|---|---|---|---|---|
| **3(a)Church activities** | | | | | | | | |
| **Mission & charitable giving** | | | | | | | | |
| Overseas | - | - | - | - | - | - | - | - |
| Relief & development agencies | 375 | - | - | 375 | 500 | - | - | 500 |
| Home missions | 200 | - | - | 200 | - | - | - | - |
| Secular charities | 1,290 | - | - | 1,290 | 360 | - | - | 360 |
| **Ministry** | | | | | | | | |
| Diocesan parish share | 26,350 | - | - | 26,350 | 25,824 | - | - | 25,824 |
| Clergy expenses | 530 | - | - | 530 | 1,479 | - | - | 1,479 |
| Parsonage | 2,982 | - | - | 2,982 | 2,782 | - | - | 2,782 |
| Assistant staff | 11,723 | - | - | 11,723 | 14,126 | - | - | 14,126 |
| **Church running & maintenance** | | | | | | | | |
| Church running expenses | 29,352 | - | - | 29,352 | 29,184 | - | - | 29,184 |
| Church maintenance | 10,967 | - | - | 10,967 | 6,607 | 40 | - | 6,647 |
| Upkeep of services | 8,782 | - | - | 8,782 | 9,179 | 13,500 | - | 22,679 |
| Depreciation | 7,711 | - | - | 7,711 | 5,611 | - | - | 5,611 |
| Walton Park Cemetery | - | - | - | - | - | - | - | - |
| **Parish centre** | | | | | | | | |
| Running costs | 4,896 | - | - | 4,896 | 4,550 | - | - | 4,550 |
| Other property upkeep | - | - | - | - | 1,124 | - | - | 1,124 |
| Major repairs / works | 480 | - | - | 480 | 30,952 | - | - | 30,952 |
| **Total** | **105,637** | - | - | **105,637** | **132,279** | **13,540** | - | **145,819** |
| **3(b) Generation of voluntary income** | | | | | | | | |
| Stewardship costs | - | - | - | - | - | - | - | |
| **3(c) Fundraising costs trading** | | | | | | | | |
| Fundraising costs | 118 | - | - | 118 | 367 | - | - | 367 |
| Investment management | - | - | - | - | - | - | - | - |
| **Total** | **118** | - | - | **118** | **367** | - | - | **367** |
| **3(d) Other resources expended** | | | | | | | | |
| Other | 1,293 | - | - | 1,293 | 2,179 | - | - | 2,179 |
| Support | 19,991 | - | - | 19,991 | 20,552 | - | - | 20,552 |
| **Total** | **21,284** | - | - | **21,284** | **22,731** | - | - | **22,731** |
| **TOTAL EXPENDED** | **127,039** | - | - | **127,039** | **155,377** | **13,540** | - | **168,917** |

**4. Staff Costs (Wages & Salaries)**

| | |
|---|---|
| Office Support, Cleaning, Security and Organist | 23,820 |
| Tax & National insurance | 1,310 |
| Pensions | 443 |
| **Total** | 25,573 |

The head count of employees during the year was 5 (all part-time) for office support, cleaning, security and organist.

All employees have had the opportunity to take annual leave to which they are entitled, so there is no financial provision needed for outstanding leave.

**PCC members' expenses**
During the year £907 was reimbursed to 3 PCC members for expenses they incurred on behalf of the Church

**PCC members' donations**
Trustees contributed a total of £7,508 to the charity during 2020.

**5(a) FIXED ASSETS**

| **Tangible (Unrestricted)** | | Freehold land & building £ | Church equipment £ | **Total £** |
|---|---|---|---|---|
| Actual / Deemed cost | As at 1/1 | - | **66,889** | **66,889** |
| | Disposal | - | **-** | **-** |
| | Additions at cost | - | 2,886 | 2,886 |
| | **As at 31/12** | - | **69,775** | **69,775** |
| Depreciation | As at 1/1 | - | 18,769 | 18,769 |
| | Withdrawn on disposals | - | - | - |
| | Charge for year | - | 7,711 | 7,711 |
| | **As at 31/12** | **-** | **26,480** | **26,480** |
| Net Book Value | **As at 31/12** | **-** | **43,295** | **43,295** |

| **5(b) Investments** | | **2020 £** | **2019 £** |
|---|---|---|---|
| GLADSTONE FUND | Historical cost | 169,498 | 152,139 |
| | Market value | 191,602 | 189,039 |
| HAMPSON AND SUNDRY BEQUESTS | Historical cost | 251,577 | 232,922 |
| | Market value | 277,398 | 276,883 |
| INVESTEC Income Account | Historical cost | 20,398 | 10,946 |
| | Market value | 20,398 | 10,946 |
| OLSN EDUCATIONAL FUND | Historical cost | 19,902 | 19,902 |
| | Market value | 30,486 | 28,524 |
| | Accrued Interest | 5,546 | 4,671 |
| L'POOL BLITZ MEM TRUST | Historical cost | 6,250 | 6,250 |
| | Market value | 8,205 | 7,445 |
| MUSIC ENDOWMENT FUND | Historical Cost | 25,688 | 12,500 |
| | Market Value | 28,529 | 12,632 |
| **TOTALS** | Historical cost | **493,313** | **434,659** |
| | Market value + Accrued Interest | **562,164** | **530,140** |

**The market value as at 31st December represents investments for:**

| | £ |
|---|---|
| Unrestricted funds | 20,398 |
| Restricted funds | 13,751 |
| Endowment funds | 528,015 |

The Gladstone Fund was established following the sale of 62 Rodney Street, Liverpool, the birthplace of W.E.Gladstone. The capital cannot be spent but up to 4/5 of the fund can be borrowed interest free towards the costs of a new Rectory. The income from the fund is available to the PCC without restriction and is currently accumulating in an Investec cash account.

The Hampson and Sundry Bequests is the new joint title for the fund which contains the legacy given under the will of John Henry Hampson as well as an earlier bequest (the James Cross Fund), to which has been added the formerly separate Sundry Endowments Fund. With the redesignation of the small unrestricted sums last year as endowment funds, the two funds were merged during 2020 and are now reported as a single entity.

The Our Lady & St Nicholas Educational Fund was established in 1998 with the proceeds of the sale of the former church school in Vauxhall. The income from this fund is to be used to assist the education of both the young people associated with the Church and/or live in the parish.

The Music Endowment Fund was formally established early in 2020, following a generous donation late in 2019 which was initially described as restricted. It is intended to support the provision of music in worship. Funds donated are invested as endowment but the income from this fund is available to the church as unrestricted to apply to musical purposes.

**6. DEBTORS**

| | 2020<br>£ | 2019<br>£ |
|---|---|---|
| Tax recoverable | 11,040 | 14,910 |
| Other debtors | 7,901 | 3,642 |
| Total | **18,941** | **18,552** |

**7.LIABILITIES (Amounts falling due in one year)**

| | 2020<br>£ | 2019<br>£ |
|---|---|---|
| Creditors | 918 | 9,627 |
| Total | **918** | **9,627** |

| **8. FUNDS** | **Balance at 1/1** | **Incoming resources** | **Resources expended** | **Fund Transfers** | **Investment gains** | **Balance at 31/12** |
|---|---|---|---|---|---|---|
| **Unrestricted fund movements** | | | | | | |
| Investec Dividends | 10,946 | 9,452 | - | - | - | 20,398 |
| Accumulated funds | 149,396 | 116,776 | 127,039 | 500 | - | 139,633 |
| **Total** | **160,342** | **126,228** | **127,039** | **500** | **-** | **160,031** |
| **Restricted fund movements** | | | | | | |
| Blitz Memorial Fund | 8,069 | 2 | | (500) | 760 | 8,331 |
| OLSN Educational Fund | 4,671 | - | - | - | 875 | 5,546 |
| Music Fund | **12,632** | **-** | **-** | **(12,632)** | **-** | **0** |

**9. OTHER FEES**

**The following amounts have also been received and subsequently paid out but which are not included in the accounts for the year:**

| | £ |
|---|---|
| Fees for weddings, funerals and special services (Verger, Organist, Choir, Bellringers, Soloists) | 2,515 |

| Special Collections: | £ |
|---|---|
| Firefighters' Charity | 64 |
| Chief Constable's Charity | 160 |
| KIND | 60 |
| Liverpool Seafarers' Centre | 192 |