

# PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST THOMAS, ST ANNES ON THE SEA

England & Wales - Charity number 1133037

## Details

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**Other names** PCC OF ST THOMAS' ST ANNES

**Status** Registered

**Legal form** Previously excepted

**Registered** 2009-12-01

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** St. Thomas C of E Church  
St. Thomas Road  
Lytham St. Annes  
FY8 1JL

**Phone** 01253727226

**Email** [office@stthomas.uk.net](mailto:office@stthomas.uk.net)

**Website** [www.stthomas.uk.net](http://www.stthomas.uk.net)

## Activities

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

**Activities:** Christian relief and development, Diocesan and Parish Mission, Fabric of Church, Churchyard and Parish Centre upkeep,

## Classification

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

## Geography

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

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£87,923	£70,914	-	-
2023-12-31	£81,425	£83,722	-	-
2022-12-31	£75,650	£81,813	-	-
2021-12-31	£70,527	£76,218	-	-
2020-12-31	£72,890	£110,814	-	-

## Trustees

Name	Role	Appointed
CHRISTINE MARY UNSWORTH		
DAVID ALYN GEORGE BENNETT		
Deborah Avril Wood		2014-04-27
ELIZABETH O'CONNOR		2014-04-27
Eleanor Pascoe		2025-04-27
Elizabeth Proctor		2023-05-21
JOHN RAYMOND DAVIES		
Janet Ann Boyce		2014-04-27
Joy Swarbrick		2014-04-27
Kaye Houston		2020-05-31
MAURICE JOHN UNSWORTH		
Mark Rutherford		2023-05-21
Rev Michael Alan Manley		2024-10-27
Susan Fazackerley		2025-04-27

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# Accounts

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**The Parochial Church Council of St Thomas, St Anne's on Sea**

**Annual Report and Financial Statements  
of the Parochial Church Council  
for the year ended 31<sup>st</sup> December 2024**

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## THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

### Trustees Annual Report for the Parochial Church Council of St Thomas, St Anne's on Sea

#### Aims and Purposes

St Thomas' Parochial Church Council (PCC) is responsible for cooperating with the Incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The PCC is also responsible for the maintenance and insurance of St Thomas' church and hall.

#### Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at in our church and to become part of our parish community in St Anne's. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church buildings.

#### Review of the year

2024 continued to provide many challenges for the PCC. Worshipping numbers increased slightly under the oversight of Revd Lynda Brady but many who still regard themselves as members of the St Thomas community, still do not attend church very often, nor contribute financially to its upkeep. Numbers on the electoral roll at the APCM in May 2023 were 76. The service pattern remained the same until the installation of our new Vicar, Revd Canon Michael Manley in late October 2024 : with a Sunday morning service at 10.30 am, Compline on 2<sup>nd</sup> and 4<sup>th</sup> Sundays at 7pm and a said Holy Communion service on a Thursday at 10.30am. The new vicar retained the weekly Sunday morning Parish Communion and Thursday morning said Holy Communion, but, with the ministry Team and PCC's encouragement, radically changed their formats – prioritizing accessibility: firstly to a God who was immanent and near (not detached and distant) by introducing a nave altar and asking the choir in the chancel to gather around it and disrobe – symbolizing 'God amongst us': secondly accessibility to those who attended : by laying aside the use of hymn-books, service booklets, and printed readings, and introducing an easy to follow combined service sheet with all the hymns, readings, and prayers each Sunday. The magnitude of such liturgical renewal meant that the vicar only attended the Sunday and Thursday morning services. All else, apart from the monthly Saturday Brick Church, remained the responsibility of committed volunteers. (For example, the monthly prayer group continued, Nursery Praise, Monthly Youth Club)

The ministry team (LLMs and Wardens) held everything together with help from others, and continued to fulfill various function roles to release the Vicar to progress the liturgical renewal.

A Vision Sunday Lunch, open to all, was held to help communicate the new vision based on our congregation's accessibility to God and people, which was well-attended. During the meeting, members were able to discuss the new vision and also comment by writing and displaying post-it notes. A report was then collated listing all the comments.

Though some still expressed reticence and anxiety at the changes – within weeks of their introduction, attendance increased 10-15%: which seemed to allay most fears.

## **THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA**

There were increased attendances for the combined All Souls/All Saints commemorations, Sunday on Sunday and advent and then Christmas, which encouraged all.

Unfortunately, Joy Swarbrick (churchwarden) had to remain the main treasurer but eventually was supported by a friend of a PCC member who thankfully supervised all the book-keeping of the church accounts that had been recommended by the Diocesan Board of Finance.

A general improvement in income over the year coupled with an encouraging reduction of the Parish Share for 2024, after negotiations with the Diocese – (to include a staged increase each year) meant that the church was able to fulfil its Parish Share requirements for 2024 despite losing a major contributor (The after-school and breakfast club) in the summer.

Continuing problems with banking at Barclays have made managing the accounts more challenging, but we hope to finally complete the conversion to an on-line account in the new year.

There has been some increase in the uptake of giving through the Parish Giving scheme although some regular giving is still via standing order or envelopes. Fortunately the overall level of giving does seem to show an increase, alongside attendance. The church is to a great extent reliant on the income from hall rentals to meet its bills. The impact of the energy crisis on the church heating costs came into effect when the fixed term tariff for gas ended in September - the electricity contract has also risen. We are exploring the payments regular users of the hall are asked to pay, and our fees for use of the church.

Fundraising events recommenced during 2024 with spring and autumn New to You sales; a Beetle Drive; a Quiz and Spring and Christmas Coffee mornings. The income generated was very welcome and the events have largely been organised and run by the church members who have been doing so for many years. Unfortunately, due to an increasing age profile they are finding it more difficult to physically manage them. It is imperative that new streams of income are explored.

Some Quinquennial work has been completed over the year, with the help of a minor repairs grant from the diocese. The architect has also been asked to draw up plans for a dais, to establish the nave altar and meet the sight-lines problems of worship all being on one level.

We are delighted that our new incumbent has also fulfilled our request to reconnect with families, youth and children: successfully becoming a school governor, revitalizing brick church and school assemblies, and attending monthly youth club. He is also leading the introduction of a monthly family service.

### **Financial review**

Total receipts on unrestricted funds were £87,674 (2023 £80,797). Of these, £41,718 (2023 £47,455) was unrestricted voluntary donations and the remaining income included fees, room hire together with Gift Aid and fundraising and investment income. Planned giving again decreased during the year whilst unplanned giving again increased. Gift aid is more because the claim for earlier years was also made. The PCC remains grateful to all those who give support to the work here in the parish.

£70,565 (2023 £83,194) was spent from unrestricted funds to provide the Christian ministry from the parish. Unrestricted receipts in the year were £17,109 greater than payments but this was mainly because of the Gift Aid reclaimed for earlier years and the sale of the shares that had historically been owned by the PCC as shown in note 2.

£59,120 was needed to provide the Christian ministry from the parish through the parish share that largely provides the stipends and housing for the clergy across the diocese with contributions for each parish based on a

## **THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA**

formula that tries to reflect whether or not the parish has a full-time incumbent, the size of the regular worshipping congregation and the relative deprivation in the parish. The parish was grateful to receive a grant of £18,577 towards this to reflect the relative level of deprivation in the parish, and further support of £8,543 leaving a balance of £32,000, all of which was paid in the year.<sup>4</sup>

The bank balances of £71,135 (2023 £47,813) are held in current and savings accounts and Church of England Deposit Funds as set out in the Statement of Assets and Liabilities on page 9.

### **Reserves policy**

It is PCC policy to try to maintain a balance on unrestricted funds that equates to at least three months' unrestricted payments. The undesignated balance in the current and savings account at the year-end were £24,098 so approximately 4 months' payments. There is also £14,416 designated for repairs and a further £31,136 in Church Deposit Funds.

### **Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive initial training in the workings of the PCC.

## THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

### Administrative information

St Thomas' Church and hall are situated on St Thomas Road, St Anne's-on-the-Sea, FY8 1JL. It is part of the Diocese of Blackburn within the Church of England. The correspondence address is as above. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity currently excepted from registration with the Charity Commission.

PCC members who have served at any time from 1 January 2024 until the date this report was approved are:

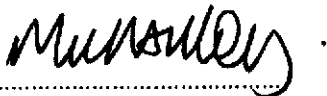
### Ex officio members:

- Incumbent: The Reverend Canon Michael Manley from 27<sup>th</sup> October 2024
- Curate in Charge The Reverend Lynda Brady from 31<sup>st</sup> March 2024 to 31<sup>st</sup> September 2024
- Licenced Lay Minister - Elizabeth O'Connor
- Licenced Lay Minister - Peter Watson
- Licenced Lay Minister - Deborah Wood

### Elected members:

- Churchwarden – David Bennett:
- Churchwarden – Joy Swarbrick (also treasurer until June 2024 )
- Mark Rutherford – (PCC Secretary)
- Kathleen Asquith
- Janet Boyce
- John Davies
- Kaye Houston
- Amanda Palmer
- Elizabeth Proctor
- Christine Unsworth
- Maurice Unsworth
- Glenys Markland (from 12<sup>th</sup> May 2024)

Approved by the PCC on 4<sup>th</sup> May 2024 and signed on their behalf by Revd Canon Michael Manley as PCC Chairman.



.....  
Revd Canon Michael Manley  
PCC Chairman

## THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

### Independent Examiners' Report

Independent Examiner's Report to the members/trustees of the Parochial Church Council of Parish of St Thomas, St Annes on Sea

I report on the accounts for the year ended 31st December 2024 which are set out on pages 8 to 13.

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

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

It is my responsibility to:

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

#### Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full 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 matters have come to my attention

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

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

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

Mrs Stephanie Rankin FCA  
Ribble Accounting Services Limited  
56 Broadgate  
Preston  
PR1 8DU  
24 April 2025

THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

**RECEIPTS AND PAYMENTS ACCOUNT**

For the year ended 31 December 2024

	Notes	Unrestricted Funds £	Restricted Funds £	<b>TOTAL 2024 £</b>	<b>TOTAL 2023 £</b>
<b>Receipts from:</b>					
Donations and legacies	<b>3a</b>	56,364	249	<b>56,613</b>	48,268
Charitable activities	<b>3b</b>	11,641	-	<b>11,641</b>	8,721
Other trading activities	<b>3c</b>	11,533	-	<b>11,533</b>	22,241
Investments	<b>3d</b>	1,920	-	<b>1,920</b>	1,567
Other	<b>3e</b>	6,216	-	<b>6,216</b>	629
<b>Total receipts</b>		<b>£87,674</b>	<b>£249</b>	<b>£87,923</b>	<b>£81,425</b>
<b>Payments on:</b>					
Church activities					
Ministry costs	<b>4a</b>	33,040	349	<b>33,389</b>	40,882
Church activity costs	<b>4b</b>	9,203	-	<b>9,203</b>	11,614
Premises costs – Church, grounds and Barchester	<b>4c</b>	21,318	-	<b>21,318</b>	<b>21,989</b>
Costs of trading (hall and other)	<b>4d</b>	4,660	-	<b>4,660</b>	<b>6,543</b>
		69,676	349	<b>70,025</b>	<b>81,028</b>
Raising funds	<b>4e</b>	2,344	-	<b>2,344</b>	<b>2,694</b>
<b>Total payments</b>		<b>£70,565</b>	<b>£349</b>	<b>£70,914</b>	<b>£83,722</b>
<b>Net receipts/(payments)</b>		17,109	(100)	<b>17,009</b>	<b>(2,297)</b>
Cash funds brought forward		44,813	100	44,913	47,210
Transfers between funds		-	-	-	-
Transferred from Investments to cash		9,213	-	9,213	-
Cash funds carried forward		<b>£71,135</b>	<b>£-</b>	<b>£71,135</b>	<b>44,913</b>

THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

**STATEMENT OF ASSETS AND LIABILITIES**

As at 31 December 2024

	2024			2023		
	Unrestricted	Restricted	2024 Total	Unrestricted	Restricted	2023 Total
	£	£	£	£	£	£
<b>Current assets - Cash at bank and in hand</b>						
Main current account 3081914	21,168	204	21,372	9,665	100	9,765
100 Club 30443239	2,062	-	2,062	3,156	-	3,156
Premium Account - Tracker 80758841	868	-	868	693	-	693
Designated Fabric Account 40051543	14,416	-	14,416	163	-	163
	38,514	204	38,718	13,677	100	13,777
Less cash belonging to DBF (DBF portion of fees)	-	(204)	(204)	-	-	-
	38,514		38,514	13,677	100	13,777
CCLA (CBF) deposit account 714D	3,159	-	3,159	3,159	-	3,159
CCLA (CBF) deposit account 998D	29,462	-	29,462	27,977	-	27,977
<b>Total 2A</b>	<b>£71,135</b>	<b>-</b>	<b>£71,135</b>	<b>£44,813</b>	<b>£100</b>	<b>£44,913</b>
<b>Investment Assets</b>						
568 shares Royal Dutch Shell (NOW SOLD)	-	-	-	9,213	-	9,213
<b>Total 2B</b>	<b>£71,135</b>	<b>-</b>	<b>£71,135</b>	<b>£54,026</b>	<b>£100</b>	<b>£54,126</b>

The notes on pages 10 to 13 form an integral part of these accounts.

**THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS ST ANNE'S ON SEA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

**1. Accounting Policies**

a. Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

b. Funds

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

Restricted funds are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of the church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

**2. Movement in funds during the year**

The movements in the different funds can be summarised as follows:

Fund		1 Jan 2024	Receipts	Payments	Trf from investments	Transfers	31 Dec 2024	
<b>Unrestricted Cash Funds</b>								
General Fund		44,813	87,569	69,447	9,213	-15,429	56,719	
Designated Fabric Fund		-	105	1,118		15,429	14,416	
Total unrestricted funds	<b>A</b>	<b>44,813</b>	<b>87,674</b>	<b>70,565</b>	<b>9,213</b>	<b>-</b>	<b>71,135</b>	<b>Notes 3,4</b>
<b>Restricted Funds</b>								
Special Collections to pass on		100	249	349	-	-	-	
Restricted Funds	<b>B</b>	<b>100</b>	<b>249</b>	<b>349</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>Notes 3,4</b>
Cash Funds (A + B)	<b>C</b>	<b>£44,913</b>	<b>£87,923</b>	<b>£70,914</b>	<b>£9,213</b>	<b>-</b>	<b>£71,135</b>	

Notes 3 and 4 give a breakdown of the receipts and payments.

In addition to the cash funds set out above, the PCC also held investments as follows:

	On 31 December 2024		On 31 December 2023	
	No of shares	Book value	No of shares	Book value
<b>Investment assets</b>				
<b>Unrestricted</b>				
6440: 568 shares Royal Dutch Shell	0	£nil	568	£9,213
Sale proceeds in year				15,429
Surplus on sale of investments (3c)				£6,216

The shares were sold in February 2024 and the proceeds of £15,429 designated to the fabric fund (see note 2 above)

**THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS ST ANNE'S ON SEA**

NOTES TO THE FINANCIAL STATEMENTS  
For the year ended 31 December 2024

**3. Further Analysis of Receipts**

	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
<b>3a. Donations and legacies</b>				
Planned Giving - Parish Giving Scheme	11,324	-	<b>11,324</b>	14,000
Planned Giving - Standing Orders & cheques	3,786	-	<b>3,786</b>	6,056
Planned Giving - CAF	2,218	-	<b>2,218</b>	3,304
Planned Giving - Envelopes	1,635	-	<b>1,635</b>	4,402
Planned giving total	18,963	-	<b>18,963</b>	27,762
One off Giving - SumUp	1,088	-	<b>1,088</b>	1,608
One off Giving - PGS	3,201	-	<b>3,201</b>	49
One off Giving - one off envelopes	7,745	-	<b>7,745</b>	6,020
Loose plate collections	5,391	-	<b>5,391</b>	4,917
Retiring collections	-	249	<b>249</b>	1,763
Sundry donations	334	-	<b>334</b>	1,140
Gift Aid tax refunds received	14,647	-	<b>14,647</b>	813
Legacies	500	-	<b>500</b>	500
Grants	4,495	-	<b>4,495</b>	3,695
Donations and legacies Totals	<b>56,364</b>	<b>249</b>	<b>56,613</b>	<b>48,268</b>
<b>3b. Income from charitable activities</b>				
Parish fee for wedding or funeral	2,107	-	<b>2,107</b>	4,320
Churchyard maintenance fee	159	-	<b>159</b>	33
Church or Hall lettings - objectives	9212	-	<b>9212</b>	4,368
Other receipts	163	-	<b>163</b>	-
Income from charitable activities Totals	<b>11,641</b>	-	<b>11,641</b>	<b>8,721</b>
<b>3c. Other trading activities</b>				
Fundraising	4,371	-	<b>4,371</b>	3,930
Church or Hall lettings - fund raising	3,847	-	<b>3,847</b>	15,130
Magazine income - sales and advertising	65	-	<b>65</b>	51
100 Club income	3,250	-	<b>3,250</b>	3,130
Other trading activities Totals	<b>11,533</b>	-	<b>11,533</b>	<b>22,241</b>
<b>3d. Income from investments</b>				
Dividends from shares	153	-	<b>153</b>	-
Bank and building society interest	118	-	<b>118</b>	8
CBF Deposit account interest	1,649	-	<b>1,649</b>	1,559
Investment income Totals	<b>1,920</b>	-	<b>1,920</b>	<b>1,567</b>
<b>3e. Other income</b>				
Refunds from previous year expenditure	-	-	-	629
Surplus on sale of investments	6,216	-	<b>6,216</b>	-
Other income Totals	<b>6,216</b>	-	<b>6,216</b>	<b>629</b>
<b>Total receipts</b>	<b>£87,674</b>	<b>£249</b>	<b>£87,923</b>	<b>£81,426</b>

**THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS ST ANNE'S ON SEA**

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 December 2024

**4. Further Analysis of Payments**

	Unrestricted Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
<b>4a. Ministry costs</b>				
Giving to missionary societies	-	-	-	171
Giving to relief and development agencies	-	349	349	357
Parish Share	32,153	-	32,153	32,000
Clergy working expenses	-	-	-	1,500
Council tax (clergy housing)	-	-	-	2,890
Telephone and broadband (clergy housing)	25	-	25	-
Reader expenses and subscriptions	14	-	14	55
Visiting clergy/locums	848	-	848	422
DBF portion of fees paid over to DBF	-	-	-	3,487
Ministry costs total	<b>33,040</b>	<b>349</b>	<b>33,389</b>	<b>40,882</b>
<b>4b. Church activities</b>				
General Mission/Support activities	23	-	23	168
Organist Fees	4,800	-	4,800	4,800
Organ / piano tuning and maintenance	468	-	468	868
Upkeep of services	468	-	468	257
Parish mission and evangelism costs	54	-	54	-
Printing, postage and stationery	969	-	969	938
Subscriptions	766	-	766	1,057
Professional Fees	200	-	200	2,154
Sundry expenses	441	-	441	939
Advertising and PR	829	-	829	404
Banking charges/Transaction charges	22	-	22	17
Branch Organisation - payments	163	-	163	12
Church activities total	<b>9,203</b>	<b>-</b>	<b>9,203</b>	<b>11,614</b>
<b>4c. Premises costs – Church, grounds and Barchester</b>				
Insurance	6,491	-	6,491	4,924
Church building - electric	2,513	-	2,513	1,035
Church building - gas	6,755	-	6,755	10,329
Church building - water	591	-	591	158
Phone and Wi-Fi (church building/parish office)	348	-	348	355
Utilities total	<b>17,148</b>	<b>-</b>	<b>17,148</b>	<b>16,801</b>
Church building maintenance (routine)	2,354	-	2,354	614
Church equipment costs	35	-	35	324
Church building major repairs - structure	-	-	-	1,945
Cleaning materials and equipment - Church building	1,670	-	1,670	1,088
Upkeep of churchyard & grounds	111	-	111	1,217
Premises costs (church, grounds etc) total	<b>21,318</b>	<b>-</b>	<b>21,318</b>	<b>21,989</b>

**THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS ST ANNE'S ON SEA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2024

**Further analysis of payments continued**

**4d. Costs of trading (hall and other)**

Hall/Other building - electricity	219	-	<b>219</b>	9
Hall/Other building - gas	1,243	-	<b>1,243</b>	1,271
Hall/Other building - maintenance (routine)	2,510	-	<b>2,510</b>	881
Hall/Other building - equipment	-	-	-	461
Hall/Other building - consumables	299	-	<b>299</b>	203
Hall/Other building - cleaning costs	337	-	<b>337</b>	3,648
Hall costs total	4,608	-	<b>4,608</b>	6,473
Magazine costs	52	-	<b>52</b>	-
Other trading expenditure	-	-	-	70
Hall and other trading costs total	<b>4,660</b>	-	<b>4,660</b>	6,543

**4e. Raising funds**

Costs of fundraising events	-	-	-	402
100 Club payouts	2,344	2,344	<b>2,344</b>	2,292
Raising funds Totals	<b>2,344</b>	<b>2,344</b>	<b>2,344</b>	2,694

**Total payments**

<b>£70,565</b>	<b>£349</b>	<b>£70,914</b>	<b>£83,722</b>
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# Accounts

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**The Parochial Church Council of St Thomas, St Anne's on Sea**

**Annual Report and Financial Statements  
of the Parochial Church Council  
for the year ended 31<sup>st</sup> December 2023.**

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## **THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA**

### **Trustees Annual Report for the Parochial Church Council of St Thomas, St Anne's on Sea**

#### **Aims and Purposes**

St Thomas' Parochial Church Council (PCC) is responsible for cooperating with the Incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance and insurance of St Thomas' church and hall.

#### **Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at in our church and to become part of our parish community in St Anne's. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion.

In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the gospel; developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish
- Missionary and outreach work.

To facilitate this work, it is important that we maintain the fabric of the church buildings.

#### **Review of the year**

2023 has continued to provide many challenges for the PCC. Worshipping numbers have remained much the same as in 2022. We are aware that many people consider them to be a part of the St Thomas community, but don't attend church very often, nor contribute financially to its upkeep. Numbers on the electoral roll at the APCM in May 2022 were 92. The service pattern hasn't changed, with a Sunday morning service at 10.30 am, Compline on 2<sup>nd</sup> and 4<sup>th</sup> Sundays at 7pm and a said Holy Communion service on a Thursday at 10.30am. Occasional services included the animal service in September and a service for All Souls on 5<sup>th</sup> November. The Rossall Road Housegroup has continued to meet once a month and commenced studying Bishop Jill's book 'Lighting the Beacons'. There were also extra copies of the book available at the back of church for the congregation to borrow.

Following Ruth Turley's resignation as treasurer from the date of the APCM we were unable to find anyone to fill the role. Joy Swarbrick (churchwarden) was therefore required to cover this role until a suitable volunteer could be found. After advice was sought from the Diocesan Board of Finance about the best way of managing the church accounts the PCC agreed to subscribe to a church specific online accounting system provided by Data Developments (My Fund Accounting Online). The accounting has been changed from an accruals system to a more straightforward receipts and payments format. It is hoped this will give the PCC a better understanding of church income and expenditure and help with the preparation of budgets in future years.

A general reduction in income meant that the church was unable to fulfil its Parish Share requirements for 2023. A Zoom meeting was held between the Diocesan Finance Committee and the churchwardens in September 2023 when it was evident that this was going to be a problem. The PCC is striving hard to meet as much of the Parish Share as is possible. Continuing problems with banking at Barclays have made this more challenging, but by October 2023 we were finally able to see our accounts online and therefore can access an up to the minute view of the bank balance. There are now three signatories able to see and make payments online – with a complex signing arrangement requiring two individuals to authorise payments. This has streamlined the system enabling

## THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

payments to be made much more promptly. By the end of 2023 a volunteer had been found to take on the role of treasurer with a transition to begin in early 2024.

There has been a reasonable uptake of giving through the Parish Giving scheme although some regular giving is still via standing order or envelopes. Unfortunately the overall level of giving doesn't seem to have increased, despite a drive in the autumn of 2022 asking people to think about regular giving. There were some problems reclaiming the Gift Aid for 2022 after the resignation of the Gift Aid secretary and complications with the system to register new authorised personnel because the other individual on the system had unfortunately died. This was resolved by December 2023, but means claims were not made during that financial period. Joy has also had to take on this role. It is hoped this will be a much smaller undertaking in subsequent years because the Parish Giving scheme claims the Gift Aid directly. The church is to a great extent reliant on the income from hall rentals to meet its bills. Whilst the impact of the energy crisis on the church heating costs hasn't yet been truly felt because the fixed term tariff for gas doesn't end until September 2024 the electricity contract was renewed in September and has now doubled in price.

Fundraising events recommenced during 2023 with spring and autumn New to You sales; a Beetle Drive; a Quiz and a Christmas Coffee morning. The income generated was very welcome and the events have largely been organised and run by the church members who have been doing so for many years. Unfortunately due to an increasing age profile they are finding it more difficult to physically manage them. It is imperative that new streams of income are explored.

A new architect was appointed and the quinquennial inspection was conducted in Spring 2023. The report was received in Autumn 2023 and has particularly identified the need for ongoing maintenance work to the roof; problems with eroding stonework around the windows and wobbly flooring in the church that requires reseating. The Community Centre is not included in the quinquennial but particularly requires maintenance work to the doors and fascias.

September 2023 saw the retirement of the vicar Rev Christopher Scargill. The start of the vacancy has seen services covered by a variety of clergy from a range of styles and traditions. This has been embraced by the regular congregation, with no fall off in numbers attending Sunday morning services. We were fortunate to have the Bishop of Blackburn Rt Rev Philip North to preside and preach at the Christmas midnight communion service, whilst the Archdeacon of Lancaster Ven David Picken led the Christmas morning communion service.

The last three months of the year saw the PCC and other interested members of the congregation meeting together to develop the Parish Profile ready for advertising for a new vicar. This has been a valuable opportunity for reflecting on where we currently are as a parish and where we would like to be. We have strongly identified the need to find new ways to reach out to families, children and young people in the parish to enable them to hear the good news of the gospel. A small group are meeting every month to pray for the work of the Church at St Thomas and for guidance to help us identify the right candidate to lead the church forward in the coming years. We recognise that change is inevitable, but want to ensure that the current faithful members are still served by the worship that is offered.

We have continued to foster links with St Thomas school over the year. Rev Scargill had recommenced leading weekly assembly services either in school or in church following the protracted break due to Covid. At the commencement of the vacancy Joy Swarbrick, Elizabeth O'Connor and David Bennett met with the headteacher Lyndsay Walton to discuss how the school saw the links being maintained and developed. Elizabeth is leading a monthly worship service in school, we attended the school harvest assembly and their Christingle assembly, helping children in class to make their Christingles. St Thomas nursery and Clifton Lodge nursery continue to attend church once every half term for Nursery Praise.

## **THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA**

Our monthly Brick Church continued and saw a variety of families attending, although it has not yet built up a regular cohort of attendees. The aim is for this to be a place to build relationships whilst sharing the gospel in a gentle environment.

There is a monthly church Youth group run by some parents of children who were previously pupils at St Thomas School. This has proved to be very popular with numbers reaching 48 and therefore new membership has currently been suspended. The group provides a safe space for children to meet with their friends, enjoying games, music and activities.

Whilst we recognise there are many hurdles ahead we enter 2024 with a sense of hope and anticipation for the appointment of a new incumbent who will help us develop new ways to reach out and engage with others, proclaiming the love of Jesus in the community.

### **Financial review**

Total receipts on unrestricted funds were £80,797 (2022 £75,651). Of these, £47,639 (2022 £51,231) was unrestricted voluntary donations and the remaining income included fees, room hire together with Gift Aid and fundraising. Planned giving decreased during the year whilst unplanned giving increased. Gift aid is less because no claim has been made yet on the giving that was not through Parish Giving Scheme. The PCC remains grateful to all those who give support to the work here in the parish.

£83,194 (2022 £81,812) was spent from unrestricted funds to provide the Christian ministry from the parish. Unrestricted payments in the year were £2,397 greater than receipts.

£55,161 was needed to provide the Christian ministry from the parish through the parish share that largely provides the stipends and housing for the clergy across the diocese with contributions for each parish based on a formula that tries to reflect whether or not the parish has a full-time incumbent, the size of the regular worshipping congregation and the relative deprivation in the parish. The parish was grateful to receive a grant of £17,938 towards this to reflect the relative level of deprivation in the parish, leaving a balance of £37,223. The parish paid £32,000 towards this (2022 £37,338) and intends to pay the remainder in early 2024.

The bank balances of £47,813 (2022 £47,210) are held in current and savings accounts and Church of England Deposit Funds as set out in the Statement of Assets and Liabilities on page 9.

### **Reserves policy**

It is PCC policy to try to maintain a balance on unrestricted funds that equates to at least three months' unrestricted payments. The funds in the current and savings account at the year-end were approximately 2 months payments but including those in the Church Deposit Funds there was enough for about 6 months, although funds in Church Deposit Funds are usually held for unexpected repairs. Once Gift Aid has been claimed for 2023 and 2024 the PCC hopes that the reserves in the cash and savings accounts will be back to at least three months payments by the end of 2024.

### **Structure, governance and management**

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure.

The method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish, including deciding on how the funds of the PCC are to be spent. New members receive initial training in the workings of the PCC.

### **Administrative information**

## THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

### THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

St Thomas' Church and hall are situated on St Thomas Road, St Anne's-on-the-Sea, FY8 1JL. It is part of the Diocese of Blackburn within the Church of England. The correspondence address is as above. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity currently excepted from registration with the Charity Commission.

PCC members who have served at any time from 1 January 2023 until the date this report was approved are:

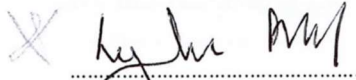
#### Ex officio members:

- Incumbent: The Revered Christopher Scargill until 30<sup>th</sup> September 2023
- Curate in Charge The Reverend Lynda Brady from 31<sup>st</sup> March 2024
- Licenced Lay Minister - Elizabeth O'Connor
- Licenced Lay Minister - Peter Watson
- Licenced Lay Minister - Deborah Wood

#### Elected members:

- Churchwarden – David Bennett:
- Churchwarden – Joy Swabrick (also treasurer from 21<sup>st</sup> May 2023)
- Mark Rutherford – {PCC Secretary}
- Ruth Turley (also treasurer ) until 21<sup>st</sup> May 2023
- Kathleen Asquith
- Janet Boyce
- John Davies
- Kaye Houston
- Amanda Palmer
- Elizabeth Proctor (from 21 May 2023)
- Christine Unsworth
- Maurice Unsworth

Approved by the PCC on 12<sup>th</sup> May 2024 and signed on their behalf by Revd Lynda Brady as PCC Chairman.

X   
.....  
Revd Lynda Brady  
PCC-Chairman

## THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

### Independent Examiners' Report

Independent Examiner's Report to the members/trustees of the Parochial Church Council of Parish of Warton St Paul.

I report on the accounts for the year ended 31st December 2023 which are set out on pages 8 to 13.

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

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

It is my responsibility to:

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

#### Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the management committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in a full 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 matters have come to my attention

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

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

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

Mrs Stephanie Rankin FCA  
Ribble Accounting Services Limited  
56 Broadgate  
Preston  
PR1 8DU  
27 April 2024

THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS, ST ANNE'S ON SEA

**RECEIPTS AND PAYMENTS ACCOUNT**

For the year ended 31 December 2023

	Notes	Unrestricted Funds £	Restricted Funds £	<b>TOTAL 2023 £</b>	<b>TOTAL 2022 £</b>
<b>Receipts from:</b>					
Donations and legacies	<b>3a</b>	47,639	628	48,267	51,231
Charitable activities	<b>3b</b>	8,721	-	8,721	3,282
Other trading activities	<b>3c</b>	22,241	-	22,241	28,307
Investments	<b>3d</b>	1,567	-	1,567	831
Other	<b>3e</b>	629	-	629	-
<b>Total receipts</b>		<b>80,797</b>	<b>628</b>	<b>81,425</b>	<b>75,651</b>
<b>Payments on:</b>					
Church activities					
Ministry costs	<b>4a</b>	40,354	528	<b>40,882</b>	42,881
Church activity costs	<b>4b</b>	11,614	-	<b>11,614</b>	16,718
Premises costs – Church, grounds and Barchester	<b>4c</b>	21,989	-	<b>21,989</b>	20,056
Costs of trading (hall and other)	<b>4d</b>	6,543	-	<b>6,543</b>	2,157
		80,500	528	<b>81,028</b>	81,812
Raising funds	<b>4e</b>	2,694	-	<b>2,694</b>	-
<b>Total payments</b>		<b>83,194</b>	<b>528</b>	<b>83,722</b>	<b>81,812</b>
<b>Net receipts/(payments)</b>		(2,397)	100	(2,297)	(1,713)
Cash funds brought forward		47,210		47,210	48,923
Transfers		-	-	-	-
Cash funds carried forward		<b>£44,813</b>	<b>£100</b>	<b>£44,913</b>	<b>47,210</b>

**STATEMENT OF ASSETS AND LIABILITIES**

As at 31 December 2023

		2023			2022		
		Unrestric ted	Restricted	2023 Total	Unrestric ted	Restricted	2022 Total
		£	£	£	£	£	£
<b>Current assets - Cash at bank and in hand</b>							
6501: Bank Current A/c - Main Account 3081914		9,665	100	9,765	14,129	-	14,129
6502: Bank Community A/C - 100 Club 30443239		3,156	-	3,156	2,319	-	2,319
6521: Bank Business Premium Account - Tracker 80758841		693	-	693	686	-	686
6522: Bank Business Premium A/c - Gen A/c 40051543		163	-	163	161	-	161
		<u>13,677</u>	<u>100</u>	<u>13,777</u>	<u>17,295</u>	<u>-</u>	<u>17,295</u>
6531: CCLA (CBF) deposit account 714D		3,159	-	3,159	3,159	-	3,159
6532: CCLA (CBF) deposit account 998D		27,977	-	27,977	26,756	-	26,756
<b>Total</b>	<b>2A</b>	<u>44,813</u>	<u>100</u>	<u>44,913</u>	<u>47,210</u>	<u>-</u>	<u>47,210</u>
<b>Investment Assets</b>							
6440: 568 shares Royal Dutch Shell		9,213		9,213	9,213		9,213
<b>Total</b>	<b>2B</b>	<u>54,026</u>	<u>100</u>	<u>54,126</u>	<u>56,423</u>	<u>-</u>	<u>56,423</u>

The notes on pages 11 to 13 form an integral part of these accounts.

**THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS ST ANNE'S ON SEA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

**1. Accounting Policies**

a. Basis of preparation

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

b. Fixed Asset Investments

Fixed Asset investments are included at their value shown in the 2022 accounts but have not been revalued. It is intended to sell these during 2024.

c. Funds

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

Restricted funds are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of the church groups that owe their main affiliation to another body nor those that are informal gatherings of church members.

**2. Movement in funds during the year**

The movements in the different funds can be summarised as follows:

Fund		1 Jan 2023	Receipts	Payments	31 Dec 2023	
<b>Unrestricted Cash Funds</b>						
General Fund		47,210	80,797	-83,194	44,813	
Total unrestricted funds	<b>A</b>	47,210	80,797	-83,194	44,813	Notes 3,4
<b>RESTRICTED Fund</b>						
Special Collections to pass on		-	628	528	100	
Restricted Funds	<b>B</b>	-	628	-528	100	Notes 3,4
Cash Funds (A + B)	<b>C</b>	<b>£47,210</b>	<b>£81,425</b>	<b>-£83,722</b>	<b>£44,913</b>	

Notes 3 and 4 give a breakdown of the receipts and payments.

In addition to the cash funds set out above, the PCC also held investments as follows:

	No of shares	1 Jan 2023	Gains/(losses) on val'n of investments	31 Dec 2023
<b>Investment assets</b>				
<b>Unrestricted</b>				
6440: 568 shares Royal Dutch Shell	568	9,213		9,213
Total investments	<b>D</b>	<b>£9,213</b>	-	<b>£9,213</b>

The number of shares held did not change in the year and they have not been revalued. The PCC plans to sell these during 2024.

**THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS ST ANNE'S ON SEA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

**3. Further Analysis of Receipts**

	Unrestricted Funds £	Restricted Funds £	<b>TOTAL 2023 £</b>	<i>TOTAL 2022 £</i>
<b>3a. Donations and legacies</b>				
0101 - Planned Giving - Parish Giving Scheme	14,000	-	<b>14,000</b>	170
0102 - Planned Giving - Standing Orders & cheques	6,056	-	<b>6,056</b>	21,483
0103 - Planned Giving - CAF	3,304	-	<b>3,304</b>	1,505
0110 - Planned Giving - Envelopes	4,402	-	<b>4,402</b>	13,636
Planned giving total	27,762	-	<b>27,762</b>	36,794
0201 - One off Giving - SumUp	1,608	-	<b>1,608</b>	1,483
0202 - One off Giving - PGS	49	-	<b>49</b>	-
0203 - One off Giving - one off envelopes	6,020	-	<b>6,020</b>	340
0301 - Loose plate collections	4,917	-	<b>4,917</b>	4,034
0310 - Retiring collections	1,135	628	<b>1,763</b>	-
0400 - Sundry donations	990	-	<b>990</b>	78
0401 - Gift days	150	-	<b>150</b>	-
0601 - Gift Aid tax refunds received	813	-	<b>813</b>	8,502
0701 - Legacies	500	-	<b>500</b>	-
08A1 - Non-recurring one-off grants	3,695	-	<b>3,695</b>	-
Donations and legacies Totals	47,639	628	<b>48,267</b>	51,231
<b>3b. Income from charitable activities</b>				
1101 - Parish fee for wedding or funeral	4,320	-	<b>4,320</b>	2,618
1110 - Churchyard maintenance fee	33	-	<b>33</b>	-
1230 - Church or Hall lettings - objectives	4,368	-	<b>4,368</b>	-
1290 - Branch organisations - receipts	-	-	-	664
Income from charitable activities Totals	<b>8,721</b>	-	<b>8,721</b>	<b>3,282</b>
<b>3c. Other trading activities</b>				
0910 - Fundraising (Fetes, & other fundraising)	3,877	-	<b>3,877</b>	1,136
1240 - Church or Hall lettings - fund raising	15,130	-	<b>15,130</b>	19,135
1260 - Magazine income - sales and advertising	51	-	<b>51</b>	36
1270 - Other funds generated	53	-	<b>53</b>	-
1275 - 100 Club income	3,130	-	<b>3,130</b>	-
Other trading activities Totals	<b>22,241</b>	-	<b>22,241</b>	<b>20,307</b>
<b>3d. Income from investments</b>				
1001 - Dividends from shares	-	-	-	831
1020 - Bank and building society interest	8	-	<b>8</b>	-
1025 - CBF Deposit account interest	1,559	-	<b>1,559</b>	-
Investment income Totals	<b>1,567</b>	-	<b>1,567</b>	<b>831</b>
<b>3e. Other income</b>				
1330 - Refunds from previous year expenditure	629	-	<b>629</b>	-
Other income Totals	<b>629</b>	-	<b>629</b>	-
<b>Receipts Grand Totals</b>	<b>£80,797</b>	<b>£628</b>	<b>£81,425</b>	<b>£75,651</b>

**THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS ST ANNE'S ON SEA**

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

**4. Further Analysis of Payments**

	Unrestricted Funds £	Restricted Funds £	TOTAL 2023 £	TOTAL 2022 £
<b>4a. Ministry costs</b>				
1801 - Giving to missionary societies	-	171	171	32
1830 - Giving to relief and development agencies	-	357	357	371
1910 - Parish Share	32,000	-	32,000	37,338
2101 - Clergy working expenses	1,500	-	1,500	1,650
2120 - Council tax (clergy housing)	2,890	-	2,890	3,490
2180 - Reader expenses and subscriptions	55	-	55	-
2190 - Visiting clergy/locums	422	-	422	-
1920 - DBF portion of fees paid over to DBF	3,487	-	3,487	-
Ministry costs total	40,354	528	40,882	42,881
<b>4b. Church activities</b>				
2250 - General Mission/Support activities	168	-	168	-
2010 - Organist Fees	4,800	-	4,800	-
2320 - Organ / piano tuning and maintenance	868	-	868	-
2340 - Upkeep of services	257	-	257	12,610
2345 - Printing, postage and stationery	938	-	938	897
2346 - Subscriptions	1,057	-	1,057	519
2347 - Professional Fees	2,154	-	2,154	930
2348 - Sundry expenses	939	-	939	248
2360 - Advertising and PR	404	-	404	650
2361 - Governance costs & examination/audit fee	-	-	-	864
2362 - Banking charges/Transaction charges	17	-	17	-
2599 - Branch Organisation - payments	12	-	12	-
Church activities total	11,614	-	11,614	16,718
<b>4c. Premises costs – Church, grounds and Barchester</b>				
2301 - Insurance	4,924	-	4,924	6,046
2401 - Church building - electric	1,035	-	1,035	-
2410 - Church building - gas	10,329	-	10,329	8,134
2420 - Church building - water	158	-	158	-26
2310 - Phone and WiFi (church building/parish office)	355	-	355	276
Utilities total	16,801	-	16,801	14,430
2330 - Church building maintenance (routine)	614	-	614	3,347
2335 - Church equipment costs	324	-	324	-
2701 - Church building major repairs - structure	1,945	-	1,945	-
2331 - Cleaning materials and equipment - Church building	1,088	-	1,088	-
2350 - Upkeep of churchyard & grounds	1,217	-	1,217	35
1850 - Barchester	-	-	-	2,244
Premises costs (church, grounds etc) total	21,989	-	21,989	20,056

**THE PAROCHIAL CHURCH COUNCIL OF PARISH OF ST THOMAS ST ANNE'S ON SEA**

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2023

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**Further analysis of payments continued****4d. Costs of trading (hall and other)**

2530 - Hall/Other building - electricity	9	-	<b>9</b>	-
2540 - Hall/Other building - gas	1,271	-	<b>1,271</b>	-
2560 - Hall/Other building - maintenance (routine)	881	-	<b>881</b>	2,116
2565 - Hall/Other building - equipment	461	-	<b>461</b>	-
2585 - Hall/Other building - consumables	203	-	<b>203</b>	-
2590 - Hall/Other building - cleaning costs	3,648	-	<b>3,648</b>	-
Hall costs total	6,473	-	<b>6,473</b>	2,116
2501 - Magazine costs	-	-	-	41
2515 - Other trading expenditure	70	-	<b>70</b>	-
Hall and other trading costs total	6,543	-	<b>6,543</b>	2,157

**4e. Raising funds**

1730 - Costs of fundraising events	402	-	<b>402</b>	-
1740 - 100 Club payouts	2,292	-	<b>2,292</b>	-
Raising funds Totals	<b>2,694</b>	-	<b>2,694</b>	-

Payments Grand Totals	<b>£83,194</b>	<b>£528</b>	<b>£83,722</b>	<b>£81,812</b>
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# Accounts

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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**  
**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**MEMBERS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**  
**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**MEMBERS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FULL NAME:** Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on the Sea

**ADDRESS:** Parish Church of St Thomas, St Thomas's Road, St Annes on the Sea, Lancashire FY8 1JL

The Charity was registered with the Charity Commissioners for England and Wales on 1<sup>st</sup> December 2009 under the number 1133037. The members who have served during the year and since the year end are listed below:

**MEMBERS:**

Rev Chris Scargill	Vicar	Amanda Palmer
Kath Asquith		Janet Boyce
Joy Swarbrick	Warden	Kaye Houston
Mark Rutherford	Secretary	John Davies
David Bennett	Warden	Christine Unsworth
Elizabeth O'Connor	(ex officio)	Deborah Wood (ex officio)
Maurice Unsworth		Ruth Turley Treasurer

**Independent Examiner:**

Fraser Norris ATT CTA  
Fylde Office Service Bureau Ltd  
28 Orchard Road  
Lytham St Annes  
Lancashire FY8 1PF

**Bankers:**

Barclays Bank plc  
56 St Annes Road West  
Lytham St Annes  
Lancashire FY8 2NE

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**REPORT OF THE MEMBERS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

**Accounting and Reporting Responsibilities**

Charity law requires the members to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and its financial position at the end of that year. In preparing those financial statements, members are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in existence.

The members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Auditors and Independent Examiner**

Advantage has been taken of the provisions in the Charities Act, not to appoint an auditor. Fraser Norris ATT CTA has been appointed to examine the accounts in accordance with the relevant legislation and related regulations.

Approved by the Members on 28<sup>th</sup> May 2023 and signed on their behalf by:



Rev. Christopher M. Scargill

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF PAROCHIAL CHURCH COUNCIL**

**OF THE ECCLESIASTICAL PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

My report on the financial statements of the Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on the Sea ("the PCC") for the year ended 31<sup>st</sup> December 2022, which are set out on pages 8 to 12, is in respect of an examination carried out under the Church Accounting Regulations 2006 and S.144 of the Charities Act 2011 ("the Act").

**Respective Responsibilities of PCC and Examiner**

As members of the PCC you are responsible for the preparation of the accounts. The members consider that an audit is not required for this year (under Section 144 (2) of the Charities Act 2011 (the Act)) and that an independent examination is required.

It is my responsibility to:

- Examine the accounts (under Section 145 of the 2011 Act)
- Follow procedures laid down in the General Directions given by the Charity Commission (under Section 145 (5) (b) of the Act) and
- State whether particular matters have come to my attention.

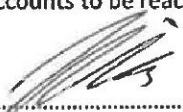
**Basis of Independent Examiner's Report**

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 you as members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respect the members have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with Section 130 of the 2011 Act) and
  - Accounts are prepared which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or
- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
Fraser Norris ATT CTA  
Fylde Office Service Bureau Ltd  
28 Orchard Road  
Lytham St Annes  
Lancashire FY8 1PF

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**REPORT OF THE MEMBERS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

The Members present their annual report for the year ended 31<sup>st</sup> December 2022 under the Charities Act 2011, together with the financial statements for the year and confirm that the latter comply with the requirements of the Act and the Charities SORP 2005.

**Structure, Governance and Management**

**Appointment of Members**

The PCC members are listed on page 1. Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

**Organisation**

The work of the PCC is carried on by a number of Committees between meetings. The main Committee, which is legally required is the Standing Committee which can transact business of the PCC with particular responsibility for stewardship, maintenance and finance.

There are further committees which also carry on work of the PCC between meetings including Worship and Outreach, Finance, Parish Centre Committee and Social Committee.

There are 91 on the electoral roll as at 31<sup>st</sup> December 2022.

**Risk Policy**

The PCC members have examined the major strategic, business and operational risks which the PCC faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

**Objectives and Activities**

The PCC has the responsibility of co-operating with the incumbent in promoting the ecclesiastical parish of St Thomas, St Annes on the Sea, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the Community Centre of St Thomas' Church, St Thomas' Road, St Annes on the Sea.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of the parish of St Thomas'. The PCC maintains an overview of worship throughout the parish in conjunction with the Worship Committee to enable worship for as many groups as live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**PARISH OF ST. ANNE'S ON SEA: ST THOMAS.**

**INCUMBENT'S REPORT 2022**

One might have expected my 2022 report to be an account of how life at St Thomas' has returned to normal after the difficulties of the last two years. To some extent that is the case. Though we reluctantly accepted Mandy Palmer's resignation as organist, we were delighted to welcome Dr. Kevin Morgan as our new organist and choir director. Kevin has many plans for developing the choir and the verve and quality of his voluntaries have meant that a substantial portion of the congregation now remain in their pews at the end of the service just to listen. The return of refreshments after the service has also been an encouragement to continue our fellowship after worship.

During the year we have got used both to our new service booklets and to the new preprinted weekly sheet with the collect and readings on one side and our own news and intercession list on the other. One by-product of this has been that we are now trying out using the responsorial psalms provided for each Sunday on an occasional basis at least. The administration of Communion has moved from communion in one kind to communion by intinction in the course of the year, but, though some would have wished to return to the common cup, the overall mood remained one of being cautious about such a step, especially after a sudden outbreak of Covid put several members of the congregation, including the vicar, out of action for Easter.

The Youth Group restarted in the course of the year and from September onwards Joy Swarbrick introduced a new form of outreach to families in the shape of "Brick Church" where children and their parents built models out of Lego inspired (sometimes rather loosely) by a Bible story. The prayer time afterwards, using Duplo as an aid to devotion, has proved very successful. We have also prepared two groups of children from St Thomas' School for communion before Confirmation. Sadly however we have not yet found an adequate replacement for our regular AAW services, though "specials" such as the Pet Service, Harvest, the Crib Service and Education Sunday have proved successful.

At the end of the Summer term we sadly said goodbye to Mrs. Claire Gilmour as head of St Thomas' School, but have been delighted to welcome as her replacement Mrs. Lindsay Walton, who was formally commissioned with a service in church by Bishop Philip in February this year. We look forward to a continuing close relationship between church and school and were pleased to see the school back in church for their Nativity and the KS2 Carol Service. We were also delighted to welcome AKS once again for their carol service.

However 2022 also reminded us how deep the psychological impact of the Covid years has been, with some formerly regular attenders still finding it difficult to return. Indeed only in Spring 2023 have congregational numbers started to reach pre-pandemic levels. The last year has also seen the passing of a number of long-standing members of the congregation who will be sorely missed. We have however been able to welcome a number of new or returning worshippers. The Rossall Road House Group restarted in Autumn 2022 and continues to meet weekly during Lent and monthly during the rest of the year.

The passing of the plate seems to have vanished never to return, but not everyone has got used to the idea either of using the card reader or contributing to church funds direct via the bank, and this seems to have had a direct impact upon church funds. In September we invited Stephanie Rankin to speak to the P.C.C. about the Parish Giving Scheme and to preach one Sunday on generosity. The impact of this has yet to become clear, especially as problems with Barclays have made it difficult to access up to date information about our finances. Other churches have similar complaints and it seems to be due to a reluctance on the part of the banks to go out of their way to encourage charitable bodies as customers. Considerable thanks are due to Joy Swarbrick who has done much of the negotiations with Barclays and Ruth Turley who took on the role of Treasurer for

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

this last financial year. Unfortunately work and family commitments mean that she feels it would be difficult to carry on after the A.P.C.M..

Thanks are also due to Elizabeth O'Connor for all her work with the hall bookings which provide such an important part of our income and of course to the Social Committee who have striven valiantly to restart our programme of social activities, important both for finance and for fellowship, with the return of "New To You" and in Spring 2023 both a very well-attended Beetle Drive and a Quiz Night.

Such efforts have been limited by the impact of age and ill health on some key members of the organising team and new volunteers are needed to share the burden. Indeed it has to be recognised that the bulk of our congregation now belong to the more elderly demographic. This is not to decry their contribution to church life, but it is a situation which brings with it problems and this will need to be addressed in the years to come.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2022**

**1. Accounting Policies**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice (SORP) 2005. They have been prepared on an accruals basis.

The financial statements have been prepared under the historical cost convention except for the valuation of freehold land and buildings, which are shown at PCC valuation (insurance replacement value) and investment assets, which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor do they include groups that are informal gatherings of church members.

**1.1 Funds**

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

**1.2 Incoming Resources**

**Voluntary Income and Capital Sources**

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under covenant is recognised only when received. Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by the events such as fetes and garden parties as well as sales of magazines are accounted for gross as they are received.

**Other Ordinary Income**

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

**Income from Investments**

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

**Gains and Losses on Investments**

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at each successive balance sheet date.

**1.3 Resources Used**

**Grants**

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

**Activities directly relating to the work of the Church**

The Diocesan Parish Share is accounted for when due. Any parish share unpaid at 31<sup>st</sup> December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet. Other expenditure is recognised when it is incurred and includes where applicable irrecoverable VAT.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**1.4 Fixed Assets**

**Consecrated land and buildings and moveable church furnishings**

Consecrated and beneficed property of any kind is excluded from the financial statements by S.10 of the Charities Act 2011.

Moveable church furnishings held by the Vicar 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).

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of moveable church furnishings is written off.

**Other Consecrated Assets**

All other consecrated assets and possessions of the Church are recorded in the record known as the Terrier which is available for inspection on request.

**Listed Investments**

Listed investments are valued at market value at the reporting date.

**Current Assets**

Amounts owing to the PCC at 31<sup>st</sup> December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

**Value Added Tax**

The Charity is permitted to reclaim VAT expended on the maintenance and repair of the Church. Expenditure is stated in these accounts net of the relevant VAT where a reclaim of VAT is permitted.

**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Statement of Financial Activities**

**for the year ended 31 December 2022**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	2021 £
<b>Incoming resources</b>					
<b>Incoming resources from donors</b>	2a	51,230		51,230	53,589
<b>Income from operating activities to further the council's objectives</b>	2b	23,589		23,589	16,582
<b>Income from investments</b>	2c	831		831	356
<b>Total incoming resources</b>		<u>75,650</u>		<u>75,650</u>	<u>70,527</u>
<b>Resources Expended</b>					
Donations & grants to charities	3a	2,647		2,647	2,756
Activities directly relating to the work of the church	3b	73,275		73,275	68,120
Church management and administration	3c	1,761		1,761	1,863
Cost of generating funds	3d	2,157		2,157	1,767
Other costs	3e	1,973		1,973	1,712
		<u>81,813</u>	<u>-</u>	<u>81,813</u>	<u>76,218</u>
<b>Net incoming/(outgoing) resources</b>		<u>(6,163)</u>	<u>-</u>	<u>(6,163)</u>	<u>(5,691)</u>
<b>Investment Gains &amp; Losses</b>					
Unrealised (Loss)/gain on revaluation of investments to market value			3,999	3,999	1,841
<b>Net movement in funds</b>		<u>(6,163)</u>	<u>3,999</u>	<u>(2,164)</u>	<u>(3,850)</u>
<b>Total funds brought forward</b>		<u>522,972</u>	<u>9,213</u>	<u>532,185</u>	<u>536,035</u>
<b>Total funds carried forward</b>		<u>516,809</u>	<u>13,212</u>	<u>530,021</u>	<u>532,185</u>

Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea

Balance Sheet

as at 31 December 2022

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Tangible fixed assets	8	534,134	534,134
Investments	9	13,212	9,213
		<u>547,346</u>	<u>543,347</u>
<b>Current assets</b>			
Funds held by the diocese		30,267	29,915
Debtors	5	11,916	8,578
Cash at bank and in hand		17,295	16,530
		<u>59,478</u>	<u>55,023</u>
<b>Creditors</b>			
amounts falling due within one	6	(76,803)	(66,185)
<b>Net current liabilities</b>		<u>(17,325)</u>	<u>(11,162)</u>
<b>Total assets less current</b>		<u>530,021</u>	<u>532,185</u>
<b>Net assets</b>		<u>530,021</u>	<u>532,185</u>
<b>Represented by:</b>			
<b>Capital funds</b>	4		
Restricted		13,212	9,213
Unrestricted		516,809	522,972
<b>Total Funds</b>		<u>530,021</u>	<u>532,185</u>

Approved by the members on .....and signed on their behalf by

.....

**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Notes to the Financial Statements (continued)**

**for the year ended 31 December 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>2a Incoming resources from donors</b>		
Donations	39,342	32,892
Income tax recoverable	8,502	9,498
Collections	3,308	4,446
Sundry donations	78	-
	<u>51,230</u>	<u>53,589</u>
 <b>2b Income from operating activities to further the council's objectives</b>		
Church hall lettings etc	19,135	11,034
Branches (clubs & associations)	664	847
Magazine - sales and adverts	36	730
Fetes, bazaars & other fund raising	1,136	1,338
Fees	2,618	2,633
	<u>23,589</u>	<u>16,582</u>
 <b>2c Income from investments</b>		
Interest	374	33
Dividends	457	323
	<u>831</u>	<u>356</u>
 <b>Total incoming resources</b>	<u><u>75,650</u></u>	<u><u>70,527</u></u>
 <b>Resources expended</b>		
 <b>3a Grants &amp; Donations</b>		
Home missions and other church societies	2,647	2,756
	<u>2,647</u>	<u>2,756</u>
 <b>3b Activities directly relating to the work of the church</b>		
Ministry - diocesan parish share	37,338	37,755
Ministry - clergy expenses	1,650	1,800
Church running expenses	14,839	18,577
Church maintenance	3,144	3,238
Upkeep of services	12,611	3,452
Vicarage H&L/rates	3,490	3,298
	<u>73,275</u>	<u>68,120</u>

**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Notes to the Financial Statements (continued)**

**for the year ended 31 December 2022**

	<b>2022</b>	<b>2021</b>	
	<b>£</b>	<b>£</b>	
<b>3c Church management and administration</b>			
Independent examination fee	864	852	
Printing, postage and stationery	897	1,011	
	<u>1,761</u>	<u>1,863</u>	
<b>3d Costs of generating funds</b>			
Parish centre running costs	1,655	1,760	
Expenditure on parish magazine	41	7	
	<u>2,157</u>	<u>1,767</u>	
<b>3e Other costs</b>			
Professional Fees	930	682	
Subscriptions	145	145	
Advertising and PR	650	480	
Sundry expenses	248	405	
	<u>1,973</u>	<u>1,712</u>	
	<u>81,813</u>	<u>76,218</u>	
<b>4 Analysis of net assets by fund</b>			
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
	<b>Funds</b>	<b>Funds</b>	<b>Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	534,134	13,212	547,346
Current assets	59,478	-	59,478
Current liabilities	(76,803)	-	(76,803)
	<u>516,809</u>	<u>13,212</u>	<u>530,021</u>
<b>5 Debtors</b>			
	<b>2022</b>	<b>2021</b>	
	<b>£</b>	<b>£</b>	
Gift Aid recoverable estimate	8,500	8,000	
Other debtors	3,416	578	
	<u>11,916</u>	<u>8,578</u>	

Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea

Notes to the Financial Statements (continued)

for the year ended 31 December 2022

	2022	2021
	£	£
<b>6 Creditors: Amounts falling due within one year</b>		
	2022	2021
	£	£
Independent examiner's fee	864	852
Unpaid parish share and assigned fees	70,640	62,302
Accruals of other costs	5,299	3,031
	<u>76,803</u>	<u>66,185</u>

**7 Fund Details**

The restricted funds comprise the investments in their entirety which were £13,212 (2021: £9,213) at the reporting date.

**8 Fixed Assets for use by the PCC**

	2022	2021
	£	£
Freehold land and buildings	534,134	534,134
	<u>534,134</u>	<u>534,134</u>

**9 Investments**

	2022	2021
	£	£
Market value brought forward	9,213	7,372
Increase/(decrease) in market value	3,999	1,841
Market value carried forward	<u>13,212</u>	<u>9,213</u>

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# Accounts

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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**MEMBERS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**



**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**  
**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**MEMBERS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FULL NAME:** Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on the Sea

**ADDRESS:** Parish Church of St Thomas, St Thomas's Road, St Annes on the Sea, Lancashire FY8 1JL

The Charity was registered with the Charity Commissioners for England and Wales on 1<sup>st</sup> December 2009 under the number 1133037. The members who have served during the year and since the year end are listed below:

**MEMBERS:**

Rev Chris Scargill	Vicar	Amanda Palmer
Kath Asquith	Warden	Janet Boyce
Joy Swarbrick	Warden	Peter Watson
Mark Rutherford – Secretary		John Davies
David Bennett	Deanery Synod	Christine Unsworth
Elizabeth O'Connor	Reader (ex officio)	Debbie Wood
Maurice Unsworth		Helen Hornby - Co-opted

**Independent Examiner:**

Fraser Norris ATT CTA  
Fylde Office Service Bureau Ltd  
28 Orchard Road  
Lytham St Annes  
Lancashire FY8 1PF

**Bankers:**

Barclays Bank plc  
56 St Annes Road West  
Lytham St Annes  
Lancashire FY8 2NE



**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

REPORT OF THE MEMBERS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020

**Accounting and Reporting Responsibilities**

Charity law requires the members to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and its financial position at the end of that year. In preparing those financial statements, members are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in existence.

The members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Auditors and Independent Examiner**

Advantage has been taken of the provisions in the Charities Act, not to appoint an auditor. Fraser Norris ATT CTA has been appointed to examine the accounts in accordance with the relevant legislation and related regulations.

Approved by the Members on 29th May 2022 and signed on their behalf by:

*C.M. Scargill*

Rev. Christopher M. Scargill



**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**  
**PARISH OF ST THOMAS, ST ANNES ON THE SEA**  
**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF PAROCHIAL CHURCH COUNCIL**  
**OF THE ECCLESIASTICAL PARISH OF ST THOMAS, ST ANNES ON THE SEA**  
**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

My report on the financial statements of the Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on the Sea ("the PCC") for the year ended 31<sup>st</sup> December 2018, which are set out on pages 7 to 12, is in respect of an examination carried out under the Church Accounting Regulations 2006 and S.144 of the Charities Act 2011 ("the Act").

**Respective Responsibilities of PCC and Examiner**

As members of the PCC you are responsible for the preparation of the accounts. The members consider that an audit is not required for this year (under Section 144 (2) of the Charities Act 2011 (the Act)) and that an independent examination is required.

It is my responsibility to:

- Examine the accounts (under Section 145 of the 2011 Act)
- Follow procedures laid down in the General Directions given by the Charity Commission (under Section 145 (5) (b) of the Act) and
- State whether particular matters have come to my attention.

**Basis of Independent Examiner's Report**

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 you as members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respect the members have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with Section 130 of the 2011 Act) and
  - Accounts are prepared which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or
- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.....  
Fraser Norris ATT CTA  
Fylde Office Service Bureau Ltd  
28 Orchard Road  
Lytham St Annes  
Lancashire FY8 1PF



**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**REPORT OF THE MEMBERS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

2020

The Members present their annual report for the year ended 31<sup>st</sup> December 2019 under the Charities Act 2011, together with the financial statements for the year and confirm that the latter comply with the requirements of the Act and the Charities SORP 2005.

**Structure, Governance and Management**

**Appointment of Members**

The PCC members are listed on page 1. Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

**Organisation**

The work of the PCC is carried on by a number of Committees between meetings. The main Committee, which is legally required is the Standing Committee which can transact business of the PCC with particular responsibility for stewardship, maintenance and finance.

There are further committees which also carry on work of the PCC between meetings including Worship and Outreach, Finance, Parish Centre Committee and Social Committee.

There are 99 on the electoral roll as at 31<sup>st</sup> December 2020; 55 reside in the parish and 45 outside the parish.

**Risk Policy**

The PCC members have examined the major strategic, business and operational risks which the PCC faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

**Objectives and Activities**

The PCC has the responsibility of co-operating with the incumbent in promoting the ecclesiastical parish of St Thomas, St Annes on the Sea, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the Community Centre of St Thomas' Church, St Thomas' Road, St Annes on the Sea.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of the parish of St Thomas'. The PCC maintains an overview of worship throughout the parish in conjunction with the Worship Committee to enable worship for as many groups as live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.



**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**PARISH OF ST. ANNE'S ON SEA: ST THOMAS.**

**INCUMBENT'S REPORT FOR 2020**

It is, I think, what Jane Austen would have called "a truth universally acknowledged" that 2020 was a year unlike any other in any of our recollection. If one turns to the March magazine of that year my letter speaks of using Lent to examine what we do as a church, asking whether there are better ways to do what we do and what things need doing which we are not doing. By 15<sup>th</sup> March some of the older members of the congregation were telling me they were planning to go into semi-isolation because of Covid 19, while the time Mothering Sunday came round on 22<sup>nd</sup> March we were looking at doing an on line service from a church that was closed for public worship. I think few of us realised even then that the next service in St Thomas' Church ( if one leaves aside the saying of the daily Morning Prayer) would be our Patronal Festival on the first Sunday of July. Since then until the present, we have still only been able to hold worship in a restricted "Covid safe" fashion and have had two further periods in November-December and through much of January and February 2021 when worship could only be offered remotely.

That said, the worshipping life of St Thomas' has continued and we have found a variety of new ways of operating. What would have thought two years ago that our parish Facebook page would become for many the way they regularly accessed worship or that we would have our own YouTube channel for offering on-line worship, devotional materials and worship and Bible stories aimed at children. As the weather improved with the approach of summer, we offered prayer walks through the church grounds linked to Pentecost, Creation and similar themes. From the summer we were able to re-open the Lady Chapel for private prayer and though keeping it Covid -safe presented a challenge, the extra effort has proved to be well worth it as people unable to access public worship have gone in to offer their own prayers. The magazine at first went entirely on line, but gradually reappeared as a paper publication and, though pastoral visiting and home communions have been largely impossible, members of the ministry team have endeavoured to ensure that none of our congregation would be left isolated while leaflets containing forms of service for Sundays have been distributed to those who don't have access to the internet. The congregation as a whole have also proved very good at keeping in contact with each other, though some have not yet felt able to return to worship in church a year later.

Sadly our work with children has been worst hit, with Messy Church and Youth Group having to close, school and nursery no longer being able to come into church for worship, and restrictions on singing and movement making effective all age worship problematic. That said the Pet service went ahead taking on some of the more informal aspects of our harvest services and some of our younger families came together for a very effective Christingle service.

In the summer some of our families got together to do some really effective work tidying the church grounds for which we are extremely grateful and though much of our income from hall rentals has disappeared we have had enough money to pay for the rotting flagpole to be removed from the tower and its replacement by a new lightning conductor. With no social activities or fundraising since March 2020 and long periods where we have had no services our income has inevitably been hit. However the generosity of our congregation members has meant that we have remained financially solvent and were able to pay such a high proportion of the parish share that the diocese had deemed it paid in full.

2021 will have its challenges. We still worship under a regime of Covid restrictions and our social and fund raising activities will once again be limited. Inevitably our attendance levels are lower than they had been though we hope and pray that gradually people will return. However we know we have come through a very difficult year and we face the future with optimism and determination.



**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

**1. Accounting Policies**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice (SORP) 2005. They have been prepared on an accruals basis.

The financial statements have been prepared under the historical cost convention except for the valuation of freehold land and buildings, which are shown at PCC valuation (insurance replacement value) and investment assets, which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor do they include groups that are informal gatherings of church members.

**1.1 Funds**

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

**1.2 Incoming Resources**

**Voluntary Income and Capital Sources**

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under covenant is recognised only when received. Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by the events such as fetes and garden parties as well as sales of magazines are accounted for gross as they are received.

**Other Ordinary Income**

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

**Income from Investments**

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

**Gains and Losses on Investments**

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at each successive balance sheet date.

**1.3 Resources Used**

**Grants**

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

**Activities directly relating to the work of the Church**

The Diocesan Parish Share is accounted for when due. Any parish share unpaid at 31<sup>st</sup> December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet. Other expenditure is recognised when it is incurred and includes where applicable irrecoverable VAT.



**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**1.4 Fixed Assets**

**Consecrated land and buildings and moveable church furnishings**

Consecrated and beneficed property of any kind is excluded from the financial statements by S.10 of the Charities Act 2011.

Moveable church furnishings held by the Vicar 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).

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of moveable church furnishings is written off.

**Other Consecrated Assets**

All other consecrated assets and possessions of the Church are recorded in the record known as the Terrier which is available for inspection on request.

**Listed Investments**

Listed investments are valued at market value at the reporting date.

**Current Assets**

Amounts owing to the PCC at 31<sup>st</sup> December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

**Value Added Tax**

The Charity is permitted to reclaim VAT expended on the maintenance and repair of the Church. Expenditure is stated in these accounts net of the relevant VAT where a reclaim of VAT is permitted.



**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Statement of Financial Activities**

**for the year ended 31 December 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
<b>Incoming resources</b>					
Incoming resources from donors	2a	49,160		49,160	52,532
Income from operating activities to further the council's objectives	2b	23,198		23,198	40,460
Income from investments	2c	822		822	1,236
<b>Total incoming resources</b>		<u>73,180</u>		<u>73,180</u>	<u>94,228</u>
<b>Resources Expended</b>					
Donations & grants to charities	3a	2,304		2,304	2,244
Activities directly relating to the work of the church	3b	104,171		104,171	80,330
Church management and administration	3c	1,048		1,048	3,353
Cost of generating funds	3d	2,183		2,183	7,222
Other costs	3e	1,108		1,108	2,192
		<u>110,814</u>	<u>-</u>	<u>110,814</u>	<u>95,341</u>
<b>Net incoming/(outgoing) resources</b>		<u>(37,634)</u>	<u>-</u>	<u>(37,634)</u>	<u>(1,113)</u>
<b>Investment Gains &amp; Lossess</b>					
Unrealised (Loss)/gain on revaluation of investments to market value			(5,323)	(5,323)	(596)
<b>Net movement in funds</b>		<u>(37,634)</u>	<u>(5,323)</u>	<u>(42,957)</u>	<u>(1,709)</u>
<b>Total funds brought forward</b>		<u>566,587</u>	<u>12,695</u>	<u>579,282</u>	<u>580,991</u>
<b>Total funds carried forward</b>		<u>528,953</u>	<u>7,372</u>	<u>536,325</u>	<u>579,282</u>



**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Balance Sheet**

**as at 31 December 2020**

	<b>Notes</b>	<b>2020 £</b>	<b>2019 £</b>
<b>Fixed assets</b>			
Tangible fixed assets	8	534,134	534,134
Investments	9	7,372	12,695
		<u>541,506</u>	<u>546,829</u>
<b>Current assets</b>			
Funds held by the diocese		30,191	29,788
Debtors	5	8,055	8,673
Cash at bank and in hand		22,429	57,806
		<u>60,675</u>	<u>96,267</u>
<b>Creditors</b>			
amounts falling due within one	6	(65,856)	(63,814)
<b>Net current (liabilities)/assets</b>		<u>(5,181)</u>	<u>32,453</u>
<b>Total assets less current</b>		<u>536,325</u>	<u>579,282</u>
<b>Net assets</b>		<u>536,325</u>	<u>579,282</u>
<b>Represented by:</b>			
<b>Capital funds</b>			
	4		
Restricted		7,372	12,695
Unrestricted		528,953	566,587
<b>Total Funds</b>		<u>536,325</u>	<u>579,282</u>

Approved by the members on .....and signed on their behalf by

.....



**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Notes to the Financial Statements (continued)**

**for the year ended 31 December 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>2a Incoming resources from donors</b>		
Donations	34,423	39,911
Income tax recoverable	9,273	4,076
Collections	5,348	8,517
Sundry donations	116	28
	<u>49,160</u>	<u>52,532</u>
 <b>2b Income from operating activities to further the council's objectives</b>		
Church hall lettings etc	15,005	24,010
Branches (clubs & associations)	392	883
Magazine - sales and adverts	1,036	1,453
Fetes, bazaars & other fund raising	1,236	8,488
Fees	5,529	5,626
	<u>23,198</u>	<u>40,460</u>
 <b>2c Income from investments</b>		
Interest	-	403
Dividends	822	833
	<u>822</u>	<u>1,236</u>
 <b>Total incoming resources</b>	<u><u>73,180</u></u>	<u><u>94,228</u></u>
 <b>Resources expended</b>		
 <b>3a Grants &amp; Donations</b>		
Home missions and other church societies	2,304	2,244
	<u>2,304</u>	<u>2,244</u>
 <b>3b Activities directly relating to the work of the church</b>		
Ministry - diocesan parish share	51,046	52,223
Ministry - clergy exenses	1,800	1,800
Church running expenses	20,734	14,834
Church maintenance	23,486	4,908
Upkeep of services	3,888	3,573
Vicarage H&L/rates	3,217	2,992
	<u>104,171</u>	<u>80,330</u>



**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Notes to the Financial Statements (continued)**

**for the year ended 31 December 2020**

	2020	2019	
	£	£	
<b>3c Church management and administration</b>			
Independent examination fee	828	792	
Printing, postage and stationery	220	2,561	
	<u>1,048</u>	<u>3,353</u>	
<b>3d Costs of generating funds</b>			
Parish centre running costs	2,183	7,191	
Expenditure on parish magazine	-	31	
	<u>2,183</u>	<u>7,222</u>	
<b>3e Other costs</b>			
Professional Fees	450	1,551	
Subscriptions	142	140	
Advertising and PR	106	216	
Sundry expenses	410	285	
	<u>1,108</u>	<u>2,192</u>	
	<u>110,814</u>	<u>95,341</u>	
<b>4 Analysis of net assets by fund</b>			
	Unrestricted	Restricted	Total
	Funds	Funds	Funds
	£	£	£
Fixed assets	534,134	7,372	541,506
Current assets	60,675	-	60,675
Current liabilities	(65,856)	-	(65,856)
	<u>528,953</u>	<u>7,372</u>	<u>536,325</u>
<b>5 Debtors</b>			
	2020	2019	
	£	£	
Gift Aid recoverable estimate	7,150	7,300	
Other debtors	905	1,373	
	<u>8,055</u>	<u>8,673</u>	



**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Notes to the Financial Statements (continued)**

**for the year ended 31 December 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>6 Creditors: Amounts falling due within one year</b>		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Independent examiner's fee	828	792
Unpaid parish share and assigned fees	61,547	61,547
Accruals of other costs	3,481	1,475
	<u>65,856</u>	<u>63,814</u>

**7 Fund Details**

The restricted funds comprise the investments in their entirety which were at £7,372 (2019: £12,695) at the reporting date.

**8 Fixed Assets for use by the PCC**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Freehold land and buildings	534,134	534,134
	<u>534,134</u>	<u>534,134</u>

**9 Investments**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Market value brought forward	12,695	13,291
Increase/(decrease) in market value	(5,323)	(596)
Market value carried forward	<u>7,372</u>	<u>12,695</u>



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# Accounts

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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**  
**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**MEMBERS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**  
**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**MEMBERS' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FULL NAME:** Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on the Sea

**ADDRESS:** Parish Church of St Thomas, St Thomas's Road, St Annes on the Sea, Lancashire FY8 1JL

The Charity was registered with the Charity Commissioners for England and Wales on 1<sup>st</sup> December 2009 under the number 1133037. The members who have served during the year and since the year end are listed below:

**MEMBERS:**

Rev Chris Scargill	Vicar	Amanda Palmer
Kath Asquith	Warden	Janet Boyce
Joy Swarbrick	Warden	Kaye Houston
Mark Rutherford – Secretary		John Davies
David Bennett	Deanery Synod	Christine Unsworth
Elizabeth O'Connor	Reader (ex officio)	Debbie Wood
Maurice Unsworth		Helen Hornby - Co-opted

**Independent Examiner:** Fraser Norris ATT CTA  
Fylde Office Service Bureau Ltd  
28 Orchard Road  
Lytham St Annes  
Lancashire FY8 1PF

**Bankers:** Barclays Bank plc  
56 St Annes Road West  
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**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**REPORT OF THE MEMBERS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

**Accounting and Reporting Responsibilities**

Charity law requires the members to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and its financial position at the end of that year. In preparing those financial statements, members are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in existence.

The members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Auditors and Independent Examiner**

Advantage has been taken of the provisions in the Charities Act, not to appoint an auditor. Fraser Norris ATT CTA has been appointed to examine the accounts in accordance with the relevant legislation and related regulations.

Approved by the Members on ..... and signed on their behalf by:

Rev. Christopher M. Scargill

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF PAROCHIAL CHURCH COUNCIL**

**OF THE ECCLESIASTICAL PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

My report on the financial statements of the Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on the Sea ("the PCC") for the year ended 31<sup>st</sup> December 2020, which are set out on pages 8 to 12, is in respect of an examination carried out under the Church Accounting Regulations 2006 and S.144 of the Charities Act 2011 ("the Act").

**Respective Responsibilities of PCC and Examiner**

As members of the PCC you are responsible for the preparation of the accounts. The members consider that an audit is not required for this year (under Section 144 (2) of the Charities Act 2011 (the Act)) and that an independent examination is required.

It is my responsibility to:

- Examine the accounts (under Section 145 of the 2011 Act)
- Follow procedures laid down in the General Directions given by the Charity Commission (under Section 145 (5) (b) of the Act) and
- State whether particular matters have come to my attention.


**Basis of Independent Examiner's Report**

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 you as members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

**Independent Examiner's Statement**

In the course of my examination, no matter has come to my attention:

- 1) Which gives me reasonable cause to believe that in any material respect the members have not met the requirements to ensure that:
  - Proper accounting records are kept (in accordance with Section 130 of the 2011 Act) and
  - Accounts are prepared which agree with the accounting records and to comply with the accounting requirements of the 2011 Act; or
- 2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
.....  
Fraser Norris ATT CTA  
Fylde Office Service Bureau Ltd  
28 Orchard Road  
Lytham St Annes  
Lancashire FY8 1PF

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**REPORT OF THE MEMBERS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

The Members present their annual report for the year ended 31<sup>st</sup> December 2020 under the Charities Act 2011, together with the financial statements for the year and confirm that the latter comply with the requirements of the Act and the Charities SORP 2005.

**Structure, Governance and Management**

**Appointment of Members**

The PCC members are listed on page 1. Members of the PCC are either ex-officio or elected by the Annual Parochial Church Meeting in accordance with the Church Representation Rules.

**Organisation**

The work of the PCC is carried on by a number of Committees between meetings. The main Committee, which is legally required is the Standing Committee which can transact business of the PCC with particular responsibility for stewardship, maintenance and finance.

There are further committees which also carry on work of the PCC between meetings including Worship and Outreach, Finance, Parish Centre Committee and Social Committee.

There are 99 on the electoral roll as at 31<sup>st</sup> December 2020; 53 reside in the parish and 46 outside the parish.

**Risk Policy**

The PCC members have examined the major strategic, business and operational risks which the PCC faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

**Objectives and Activities**

The PCC has the responsibility of co-operating with the incumbent in promoting the ecclesiastical parish of St Thomas, St Annes on the Sea, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

The PCC is also specifically responsible for the Community Centre of St Thomas' Church, St Thomas' Road, St Annes on the Sea.

The PCC is committed to enabling as many people as possible to worship at our church and to become part of the parish of St Thomas'. The PCC maintains an overview of worship throughout the parish in conjunction with the Worship Committee to enable worship for as many groups as live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**PARISH OF ST. ANNE'S ON SEA: ST THOMAS.**

**INCUMBENT'S REPORT FOR 2020**

It is, I think, what Jane Austen would have called “a truth universally acknowledged” that 2020 was a year unlike any other in any of our recollection. If one turns to the March magazine of that year my letter speaks of using Lent to examine what we do as a church, asking whether there are better ways to do what we do and what things need doing which we are not doing. By 15<sup>th</sup> March some of the older members of the congregation were telling me they were planning to go into semi-isolation because of Covid 19, while the time Mothering Sunday came round on 22<sup>nd</sup> March we were looking at doing an on line service from a church that was closed for public worship. I think few of us realised even then that the next service in St Thomas' Church ( if one leaves aside the saying of the daily Morning Prayer) would be our Patronal Festival on the first Sunday of July. Since then until the present, we have still only been able to hold worship in a restricted “Covid safe” fashion and have had two further periods in November-December and through much of January and February 2021 when worship could only be offered remotely.

That said, the worshipping life of St Thomas' has continued and we have found a variety of new ways of operating. What would have thought two years ago that our parish Facebook page would become for many the way they regularly accessed worship or that we would have our own YouTube channel for offering on-line worship, devotional materials and worship and Bible stories aimed at children. As the weather improved with the approach of summer, we offered prayer walks through the church grounds linked to Pentecost, Creation and similar themes. From the summer we were able to re-open the Lady Chapel for private prayer and though keeping it Covid -safe presented a challenge, the extra effort has proved to be well worth it as people unable to access public worship have gone in to offer their own prayers. The magazine at first went entirely on line, but gradually reappeared as a paper publication and, though pastoral visiting and home communions have been largely impossible, members of the ministry team have endeavoured to ensure that none of our congregation would be left isolated while leaflets containing forms of service for Sundays have been distributed to those who don't have access to the internet. The congregation as a whole have also proved very good at keeping in contact with each other, though some have not yet felt able to return to worship in church a year later.

Sadly our work with children has been worst hit, with Messy Church and Youth Group having to close, school and nursery no longer being able to come into church for worship, and restrictions on singing and movement making effective all age worship problematic. That said the Pet service went ahead taking on some of the more informal aspects of our harvest services and some of our younger families came together for a very effective Christingle service.

In the summer some of our families got together to do some really effective work tidying the church grounds for which we are extremely grateful and though much of our income from hall rentals has disappeared we have had enough money to pay for the rotting flagpole to be removed from the tower and its replacement by a new lightning conductor. With no social activities or fundraising since March 2020 and long periods where we have had no services our income has inevitably been hit. However the generosity of our congregation members has meant that we have remained financially solvent and were able to pay such a high proportion of the parish share that the diocese had deemed it paid in full.

2021 will have its challenges. We still worship under a regime of Covid restrictions and our social and fund raising activities will once again be limited. Inevitably our attendance levels are lower than they had been though we hope and pray that gradually people will return. However we know we have come through a very difficult year and we face the future with optimism and determination.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31<sup>ST</sup> DECEMBER 2020**

**1. Accounting Policies**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the Charities Statement of Recommended Practice (SORP) 2005. They have been prepared on an accruals basis.

The financial statements have been prepared under the historical cost convention except for the valuation of freehold land and buildings, which are shown at PCC valuation (insurance replacement value) and investment assets, which are shown at market value.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor do they include groups that are informal gatherings of church members.

**1.1 Funds**

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

**1.2 Incoming Resources**

**Voluntary Income and Capital Sources**

Collections are recognised when received by or on behalf of the PCC. Planned giving receivable under covenant is recognised only when received. Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its legal entitlement and the amount due. Funds raised by the events such as fetes and garden parties as well as sales of magazines are accounted for gross as they are received.

**Other Ordinary Income**

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

**Income from Investments**

Dividends and interest are accounted for when receivable. Tax recoverable on such income is recognised in the same accounting year.

**Gains and Losses on Investments**

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at each successive balance sheet date.

**1.3 Resources Used**

**Grants**

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

**Activities directly relating to the work of the Church**

The Diocesan Parish Share is accounted for when due. Any parish share unpaid at 31<sup>st</sup> December is provided for in these financial statements as an operational (though not a legal) liability and is shown as a creditor in the balance sheet. Other expenditure is recognised when it is incurred and includes where applicable irrecoverable VAT.

**PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL**

**PARISH OF ST THOMAS, ST ANNES ON THE SEA**

**1.4 Fixed Assets**

**Consecrated land and buildings and moveable church furnishings**

Consecrated and beneficed property of any kind is excluded from the financial statements by S.10 of the Charities Act 2011.

Moveable church furnishings held by the Vicar 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).

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,000 or on the repair of moveable church furnishings is written off.

**Other Consecrated Assets**

All other consecrated assets and possessions of the Church are recorded in the record known as the Terrier which is available for inspection on request.

**Listed Investments**

Listed investments are valued at market value at the reporting date.

**Current Assets**

Amounts owing to the PCC at 31<sup>st</sup> December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectable. Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

**Value Added Tax**

The Charity is permitted to reclaim VAT expended on the maintenance and repair of the Church. Expenditure is stated in these accounts net of the relevant VAT where a reclaim of VAT is permitted.

**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Statement of Financial Activities**

**for the year ended 31 December 2020**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
<b>Incoming resources</b>					
Incoming resources from donors	2a	49,160		49,160	52,532
Income from operating activities to further the council's objectives	2b	23,198		23,198	40,460
Income from investments	2c	532		532	1,236
<b>Total incoming resources</b>		<u>72,890</u>		<u>72,890</u>	<u>94,228</u>
<b>Resources Expended</b>					
Donations & grants to charities	3a	2,304		2,304	2,244
Activities directly relating to the work of the church	3b	104,171		104,171	80,330
Church management and administration	3c	1,048		1,048	3,353
Cost of generating funds	3d	2,183		2,183	7,222
Other costs	3e	1,108		1,108	2,192
		<u>110,814</u>	<u>-</u>	<u>110,814</u>	<u>95,341</u>
<b>Net incoming/(outgoing) resources</b>		<u>(37,924)</u>	<u>-</u>	<u>(37,924)</u>	<u>(1,113)</u>
<b>Investment Gains &amp; Losses</b>					
Unrealised (Loss)/gain on revaluation of investments to market value			(5,323)	(5,323)	(596)
<b>Net movement in funds</b>		<u>(37,924)</u>	<u>(5,323)</u>	<u>(43,247)</u>	<u>(1,709)</u>
<b>Total funds brought forward</b>		<u>566,587</u>	<u>12,695</u>	<u>579,282</u>	<u>580,991</u>
<b>Total funds carried forward</b>		<u>528,663</u>	<u>7,372</u>	<u>536,035</u>	<u>579,282</u>

**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Balance Sheet**

**as at 31 December 2020**

	<b>Notes</b>	<b>2020 £</b>	<b>2019 £</b>
<b>Fixed assets</b>			
Tangible fixed assets	8	534,134	534,134
Investments	9	7,372	12,695
		<u>541,506</u>	<u>546,829</u>
<b>Current assets</b>			
Funds held by the diocese		29,901	29,788
Debtors	5	8,055	8,673
Cash at bank and in hand		22,429	57,806
		<u>60,385</u>	<u>96,267</u>
<b>Creditors</b>			
<b>amounts falling due within one</b>	6	(65,856)	(63,814)
<b>Net current (liabilities)/assets</b>		<u>(5,471)</u>	<u>32,453</u>
<b>Total assets less current</b>		<u>536,035</u>	<u>579,282</u>
<b>Net assets</b>		<u>536,035</u>	<u>579,282</u>
<b>Represented by:</b>			
<b>Capital funds</b>	4		
Restricted		7,372	12,695
Unrestricted		528,663	566,587
<b>Total Funds</b>		<u>536,035</u>	<u>579,282</u>

Approved by the members on .....and signed on their behalf by

.....

**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Notes to the Financial Statements (continued)**

**for the year ended 31 December 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>2a Incoming resources from donors</b>		
Donations	34,423	39,911
Income tax recoverable	9,273	4,076
Collections	5,348	8,517
Sundry donations	116	28
	<u>49,160</u>	<u>52,532</u>
<b>2b Income from operating activities to further the council's objectives</b>		
Church hall lettings etc	15,005	24,010
Branches (clubs & associations)	392	883
Magazine - sales and adverts	1,036	1,453
Fetes, bazaars & other fund raising	1,236	8,488
Fees	5,529	5,626
	<u>23,198</u>	<u>40,460</u>
<b>2c Income from investments</b>		
Interest	113	403
Dividends	419	833
	<u>532</u>	<u>1,236</u>
<b>Total incoming resources</b>	<u><u>72,890</u></u>	<u><u>94,228</u></u>
<b>Resources expended</b>		
<b>3a Grants &amp; Donations</b>		
Home missions and other church societies	2,304	2,244
	<u>2,304</u>	<u>2,244</u>
<b>3b Activities directly relating to the work of the church</b>		
Ministry - diocesan parish share	51,046	52,223
Ministry - clergy expenses	1,800	1,800
Church running expenses	20,734	14,834
Church maintenance	23,486	4,908
Upkeep of services	3,888	3,573
Vicarage H&L/rates	3,217	2,992
	<u>104,171</u>	<u>80,330</u>

**Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea**

**Notes to the Financial Statements (continued)**

**for the year ended 31 December 2020**

	<b>2020</b>	<b>2019</b>	
	<b>£</b>	<b>£</b>	
<b>3c Church management and administration</b>			
Independent examination fee	828	792	
Printing, postage and stationery	220	2,561	
	<u>1,048</u>	<u>3,353</u>	
<b>3d Costs of generating funds</b>			
Parish centre running costs	2,183	7,191	
Expenditure on parish magazine	-	31	
	<u>2,183</u>	<u>7,222</u>	
<b>3e Other costs</b>			
Professional Fees	450	1,551	
Subscriptions	142	140	
Advertising and PR	106	216	
Sundry expenses	410	285	
	<u>1,108</u>	<u>2,192</u>	
	<u><u>110,814</u></u>	<u><u>95,341</u></u>	
<b>4 Analysis of net assets by fund</b>			
	Unrestricted	Restricted	Total
	Funds	Funds	Funds
	£	£	£
Fixed assets	534,134	7,372	541,506
Current assets	60,385	-	60,385
Current liabilities	(65,856)	-	(65,856)
	<u>528,663</u>	<u>7,372</u>	<u>536,035</u>
<b>5 Debtors</b>			
	2020	2019	
	£	£	
Gift Aid recoverable estimate	7,150	7,300	
Other debtors	905	1,373	
	<u>8,055</u>	<u>8,673</u>	

Parochial Church Council of the Ecclesiastical Parish of St Thomas, St Annes on Sea

Notes to the Financial Statements (continued)

for the year ended 31 December 2020

	2020	2019
	£	£
<b>6 Creditors: Amounts falling due within one year</b>		
	2020	2019
	£	£
Independent examiner's fee	828	792
Unpaid parish share and assigned fees	61,547	61,547
Accruals of other costs	3,481	1,475
	<u>65,856</u>	<u>63,814</u>

**7 Fund Details**

The restricted funds comprise the investments in their entirety which were at £7,372 (2019: £12,695) at the reporting date.

**8 Fixed Assets for use by the PCC**

	2020	2019
	£	£
Freehold land and buildings	534,134	534,134
	<u>534,134</u>	<u>534,134</u>

**9 Investments**

	2020	2019
	£	£
Market value brought forward	12,695	13,291
Increase/(decrease) in market value	(5,323)	(596)
Market value carried forward	<u>7,372</u>	<u>12,695</u>