

**Agenda for Annual meeting 2023-2024 on Sunday May 12<sup>th</sup> after Mass at approx.  
11.30pm in the Church**

**Welcome by the Chairman**

**Approval of Minutes of 2022 -2023 (attached in the package)**

**Matters arising**

**Apologies**

**Attendance**

**Election of Officers**

Churchwardens

PCC members

Sidesmen now elected at first PCC meeting following the APCM

Deanery Synod Representatives. No election this year

**Reports (Any Questions)**

PCC report

Church Magazine

100 Club

Fabric Report

Parish Safeguarding report

Social Committee report

Electoral Roll report

Finance report

Deanery Synod Report

Server's report

Chairman's report

**AOB**

## **MINUTES OF ANNUAL PAROCHIAL CHURCH MEETING SUNDAY 16<sup>TH</sup> APRIL 2023 HELD AFTER MORNING MASS AT APPROXIMATELY 11-30AM IN CHURCH**

**The Chairman** Fr. Colin welcomed everyone to the meeting.

**Apologies** Angela Balcombe

**Attendance** 16 parishioners attended the meeting.

The minutes of the Annual meeting held on Sunday 24<sup>th</sup> April 2022 had previously been circulated to PCC members and were attached to the package of reports which had been distributed to parishioners prior to the Annual Meeting. It was proposed by Roy Page and seconded by Don Newling that they be accepted as a true record of the meeting. All were in favour.

**Matters arising** none

### **Election of Officers**

**Churchwardens.** Patrick Andrew has been nominated to serve as churchwarden for the coming year and it was proposed by Sue Murgatroyd and seconded by Lyndon Murgatroyd that his appointment be accepted. All agreed and Patrick was thanked by Fr Colin for his service the previous year. There were no further nominations.

**PCC members** The following people had been nominated, proposed and seconded and they were Lyndon and Sue Murgatroyd, Don Newling, Angela Balcombe, Roy and Pat Page, Patrick and Barbara Andrew and Mark Thomas. It was proposed by the secretary that the PCC members be nominated en bloc and all present agreed.

**Deanery Synod Representatives** Elections were required this year. Albert Crew and Don Newling had been nominated, proposed and seconded by Lyndon Murgatroyd and Fr. Colin Sanderson and Ro Newling and Lyndon Murgatroyd respectively. The serving term is three years but that does not prevent individuals from resigning earlier.

In addition to the above information, Mr David Johnson expressed serious concern about the future of St James'. He pointed out the reduction in the congregation over the past couple of years. The reduction had largely occurred through the death of some members and others moving away. He felt that the lack of Evangelistic zeal in our parish rests with its members including the clergy and this must be addressed by all concerned if we are going to remain independent. He felt it was important to raise this issue. Everyone present could understand his concern but were unable to provide any answer. The social committee have however since, attempted to draw people in by having a family day where most of the people who turned up were from the congregation, a Christmas coffee morning in the library was tried and only 14 people came, most of who were from the congregation. The most recent attempt was the opening of the church for coffee every Wednesday during the recent period of LENT, but that too was not very fruitful. With the small number of people available to do the necessary work, it is difficult to see what more can be done.

### **REPORTS FOR 2023-24**

**PCC REPORT** Your PCC met seven times during the past year. Parish Safeguarding has been the main issue for discussion this past year. A representative from the diocese came to one of our meetings to specifically talk about the new Parish Safeguarding initiative. Following this meeting Angela Balcombe was appointed as our Parish Safeguarding Officer and her first report relating to those holding office at St James is on the following page

The Knutsford Deanery Choir visited the church again last May and sang Evensong which was very much appreciated.

The seating in the church room has been completely replaced by upholstered chairs which are more comfortable and enhance the appearance of the church room. The cost of this was largely born out by members of the congregation so it was only necessary for the church to contribute a small amount towards the total cost.

Lyndon Murgatroyd

**CHURCH MAGAZINE** The church magazine continues to be produced monthly and thanks to our sponsors, the majority of the cost is covered by them. The remainder is paid for by the people taking the magazine. This year our printer announced an increase in the cost of printing. The printer stated accordingly that the cost of printing each magazine would be increased. We are still currently able to cover the total cost without the need to increase our sponsor's costs. I do try and make the content as interesting as possible but it is always helpful to receive contributions.

Lyndon Murgatroyd

**100 CLUB.** This year we lost some members through death so the total amount distributed amounted to £1000 to members but two members kindly donated their winnings to the church so the church received £1180. There was no draw in February because some cheques from previous months had been drawn skewing the amount available at the end of that month.

The membership is currently 31 so the odds on winning are pretty good. Anyone wishing to join pays £5 per month by standing order. I do not handle any money.

Lyndon Murgatroyd

**FABRIC REPORT 2023-24** The following church building up-keeping tasks were carried out as follows:-

26/07/23 Gutterplus 85. Renewal of broken gutter on north side of church. (required scaffolding)

01/08/23 North Staffs Fire. Checking and servicing of Fire Extinguishers.

11/10/23 Thunderbolt Test Maintenance Ltd. Lightening conductor service.

14/02/24 Calbarrie Compliance Service. PAT testing on all plug-in appliances and electricity wires servicing.

28/03/24 HeatinGlobal Ltd. Servicing of main church boilers situated in the vestry and connecting radiators.

Patrick and Barbara Andrew

#### **2024 PSO SAFEGUARDING REPORT.**

I am pleased to report that the St James' safeguarding journey has commenced and is well on its way.

The PSO has completed all of the courses necessary and has been accepted by the diocesan office as a representative of St James'. Mark Thomas very kindly agreed to be a safeguarding champion, mainly needed to DBS check the PSO!

All but one of the PCC are now DBS checked and many have completed some of the online training. This will be an ongoing process and is not time dependent.

Notices have been placed around Church, a new safeguarding e mail obtained and advertised along with the PSO details. All this means the Church environment is compliant with good practice.

A model safeguarding policy has been adopted by the PCC.

There are moves within the C of E to change the basis of safeguarding. Until the new direction of policy becomes clear we should be happy as a PCC that we are complying with what we need to.

Angela Balcombe Parish Safeguarding Officer

## **SOCIAL REPORT 2023-2024**

Once again we have had a full social year.

We have held 2 coffee mornings in the Library but due to poor attendances and the costs concerned, we will no longer be continuing with these in the future.

We have also held Social events in church, with our ever popular Harvest and Shrove Tuesday meals, although these were moved to a lunchtime gathering, due to the requirements of our congregation.

Also arranged was a family fun day in the summer with fun and games for all, which was enjoyed by all who attended, although this was mainly church members.

During Lent, we have kept the church open on Wednesday mornings, as a “drop in” for tea and coffee etc for anyone wishing to “drop in”

During this time the church was also thoroughly spring cleaned, and brasses etc cleaned and polished.

We also, of course, had our usual round of Coffee and Cake morning, plus many Afternoon Tea and Cake afternoons; plus an Afternoon Tea at the Murgatroyds’ in August, plus of course our Christmas Lunch at the Legs of Man.

Thanks go to our Social team, and all who have helped in any way throughout the year  
Sue Murgatroyd

## **ELECTORAL ROLL REPORT 2023-24**

Last year there were 53 names on the list. Unfortunately one of our members has died this year but we have gained one new member, which means for this year the number remains the same, ie 53. Next year the list needs to be totally renewed.

Pat Page

## **FINANCE REPORT 2023-24**

On the face of it we broke even ! But.....some items to consider

### **Receipts**

- 2023 includes a £5K legacy
- Collections and giving were £1K down on 2022 (5%)
- 2022 receipts included an anonymous donation to the Appeal fund of £1,180

### **Payments**

- Heat, Light Power is up £1,500 on 2022 (73%)
- Minor repairs is up around £900 on trend

### **Historical view of income**

2017	2018	2019	2020	2021	2022	Receipts	2023
28,259.70	29,519.58	27,013.42	24,695.17	24,206.42	21,412.95	Planned Giving / Gift Aid envelopes / Plate	20,331.68

### **Summary**

Our income continues to decline and the trend indicates around £1,100 pa

Perhaps fuel costs will stabilise at this new higher level. Even if they do break even seems unlikely in 2024.

Although we broke even we underpaid our share by £18,466 in 2023. That shortfall is now almost equal to our total giving each year. This is effectively the loss made in 2023. The audited information all of which has been accepted by the PCC is included at the end of the report's section.

Mark Thomas Treasurer

#### **DEANERY SYNOD REPORT 2023-24**

There have been two meetings of the synod since our last APCM the first held at All Saints Church Lawton on June 13<sup>th</sup> and at St Mary's Sandbach on October 17<sup>th</sup>. Our early 2024 meeting scheduled for March 13<sup>th</sup> was unfortunately cancelled due to sickness and inability to attend. At the June meeting, following opening worship and minutes the Rural Dean introduced Jared Brown a Youth Minister at Holy Trinity Hudsfield who described his role working with the youth of the parish within the local secondary school establishing a Christian Union which is well attended and led by pupils. His account of his work was inspirational and members engaged with him in a vibrant discussion. There then followed routine business of electing officers for the ensuing 3 years. The October meeting was an open meeting by request of the Diocesan Mission team and the usual synod business being completed, the Rev'd Peter Froggart and members of the team led a talk and discussion on the Diocesan Vision. Various leaflets and booklets were available for parishes to take away.

Albert Crew

#### **SERVER'S REPORT 2023-24**

Things do not change much and I would again like to thank Cyril and Mark for their continued support, although Cyril is now finding it difficult to continue with the Wednesday Masses. He regularly attends and often helps at the end of the service whilst also looking after obtaining the essentials to support our worship. Our relationship with the GSS continues and we have a full programme arranged for the year with visits to several churches throughout the diocese. We at St James will welcome our Chapter in July when we hope to sing the Guild Office again.

Albert Crew

**CHAIRMAN'S REPORT 2023-24** This report will be read out at the meeting by Fr. Colin. The report will then be added prior to filing.

Audited accounts follow

## ST JAMES THE GREAT CONGLETON. STATEMENT OF INCOME AND EXPENDITURE 31/12/2023

Income	2022	2023
Planned Giving	19,390.50	18,244.20
Gift Aid Envelopes	1,299.20	1,221.00
Other Collections	723.25	866.48
Fetes, Bazaars	919.97	1,016.22
Donations / Sundry Vol income	450.05	5,267.47
Fees Paid to PCC	514.00	537.00
Gift Aid Return	5,320.64	4,937.06
Transfer from High Interest Account/Roof Fund		
Extraordinary Income		
General Flower Fund	13.15	
100 Club	1,370.00	1,270.00
Gift Aided Sacramental Candles		20.00
Non Gift Aided Sacramental Candles	30.00	
Parish Magazine	352.00	312.00
Restricted Income	9,607.06	299.02
Grants	985.77	
Path Fund / General Appeal Fund	1,180.00	
<b>TOTAL</b>	<b>42,155.59</b>	<b>33,990.45</b>
<b>Expenses</b>		
The Ministry	3,145.06	3,244.02
Heating, Light, Water	1,991.56	3,450.28
Insurance	2,548.26	2,773.19
Minor Repairs	6,184.40	1,596.75
Upkeep of Services	735.95	907.60
Other Parish Expenses	659.73	245.00
Payments to Diocese	21,000.00	21,000.00
Charities	172.00	135.00
Fetes and Bazaars	72.20	0.00
Flower Fund	80.34	50.00
Parish Magazine		245.54
Payments from restricted income	9,607.06	219.02
Boiler / Lighting Fund		
Path Fund / General Appeal Fund	2,360.00	0.00
<b>TOTAL</b>	<b>48,556.56</b>	<b>33,866.40</b>
Surplus/(Deficit)	(6,400.97)	124.05
Bank Balance b/f from previous year	17,867.52	11,466.55
<b>BANK A/C FUNDS AVAILABLE</b>	<b>11,466.55</b>	<b>11,590.60</b>
<b>DEPOSIT ACCOUNT BALANCE</b>	<b>1,328.42</b>	<b>1,370.99</b>
<b>TOTAL YEAR END FUNDS AVAILABLE</b>	<b>12,794.97</b>	<b>12,961.59</b>
AUDITED BY: <i>David Jensen</i> DATE: 12/2/24		





**St James the Great Congleton. Accounts for the Year Ending 31st December 2023 AD**

2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Receipts	2023
21,722.86	19,328.25	18,621.92	19,730.39	22,844.75	24,583.91	25,419.29	23,798.07	23,029.50	22,010.00	19,390.50	Planned Giving	18,244.20
2,680.40	2,266.46	3,185.95	2,309.00	2,412.00	2,084.50	3,098.90	1,865.65	1,074.00	1,773.12	1,299.20	Gift Aid Envelopes	1,221.00
1,152.90	1,829.66	1,349.98	1,882.67	1,094.66	1,591.29	1,001.39	1,349.70	591.67	423.30	723.25	Other Collections	866.48
2,781.86	2,799.84	2,527.96	2,953.57	3,536.95	3,214.62	2,775.84	2,407.65	165.84	590.50	919.97	Fetes, Bazaars	1,016.22
3,409.14	2,216.24	143.59	366.00	120.85	552.65	463.14	1,381.56	587.75	477.74	450.05	Donations / Sundry Vol income	5,267.47
619.00	2,243.50	876.00	865.00	1,025.50	910.00	545.00	564.00	226.00	229.00	514.00	Fees Paid to PCC	537.00
0.00	0.00	0.00	0.00	41.55	45.20	157.46	183.92	59.95	0.00		Remembrance Candles	0.00
3,505.71	5,311.39	4,288.74	4,666.42	5,219.46	6,889.00	6,004.59	7,478.07	6,183.25	5,581.54	5,320.64	Gift Aid Return	4,937.06
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		Transfer from High Interest Account/Roof Fund	0.00
170.26	62.74	805.54	406.64	129.00	489.37	478.34	0.00	0.00	0.00		Extraordinary Income	0.00
683.90	3,686.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		Flower Festival Fund	0.00
125.09	90.35	121.96	52.97	4.24	22.00	131.00	30.00	50.00	0.00	13.15	General Flower Fund	0.00
932.50	1,272.50	1,165.00	1,145.00	1,170.00	1,135.00	1,235.00	1,140.00	1,350.00	1,510.00	1,370.00	100 Club	1,270.00
202.17	235.42	103.00	229.91	112.86	99.21	52.00	103.00	55.00	10.00		Gift Aided Sacramental Candles	20.00
0.00	0.00	0.00	0.00	51.00	35.00	3.00	0.00	0.00	0.00	30.00	Non Gift Aided Sacramental Candles	-
132.45	134.31	41.80	89.35	345.05	358.60	361.05	393.95	504.00	200.00	352.00	Parish Magazine	312.00
0.34	0.34	0.34	0.09	19.23	21.36	11.00	0.00	0.00	0.00		Magazine Wall box	-
1,997.60	736.40	1,469.56	1,478.71	415.61	1,464.23	1,038.53	1,188.55	25.00	5,419.50	9,607.06	Restricted Income	299.02
0.00	500.00	500.00	0.00	6,500.00	0.00	2,000.00	0.00	2,000.00	388.80	985.77	Grants	0.00
0.00	0.00	0.00	4,374.00	17,139.65	5,794.78	2,000.00	0.00	0.00	0.00		Boiler / Lighting Fund	-
0.00	0.00	0.00	0.00	0.00	0.00	4,880.00	226.92	440.00	1,000.00	1,180.00	Path Fund / General Appeal Fund	0.00
40,116.18	42,713.76	35,201.34	40,549.72	62,182.36	49,290.72	51,655.53	42,111.04	36,341.96	39,613.50	42,155.59	TOTAL	33,990.45
2,964.05	3,083.80	3,085.36	3,125.81	2,637.47	2,761.46	3,042.91	2,893.56	3,025.20	3,057.64	3,145.06	The Ministry	3,244.02
2,745.26	2,014.92	2,268.57	1,721.91	2,393.26	1,628.25	2,126.81	2,557.72	2,290.38	2,483.23	1,991.56	Heating, Light, Water	3,450.28
3,883.50	4,400.79	4,249.08	3,544.79	2,636.99	2,079.91	2,310.39	2,364.36	2,413.88	2,456.17	2,548.26	Insurance	2,773.19
135.61	707.57	2,761.46	5,412.14	660.00	687.34	2,253.79	312.50	356.96	1,029.98	6,184.40	Minor Repairs	1,596.75
540.71	539.24	670.72	592.99	515.16	678.09	858.48	946.36	299.98	810.34	735.95	Upkeep of Services	907.60
0.00	262.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		Salaries	0.00
50.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		Sunday School	0.00
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		Choir	0.00
2,500.91	2,067.50	2,042.03	1,408.27	951.37	656.27	911.72	795.12	972.83	931.29	659.73	Other Parish Expenses	245.00
21,510.00	20,384.00	25,550.00	25,918.00	25,930.20	26,460.00	28,800.00	30,000.00	25,800.00	21,000.00	21,000.00	Payments to Diocese	21,000.00
169.50	1,414.50	260.00	272.00	121.00	928.60	301.03	604.00	110.00	127.50	172.00	Charities	135.00
0.00	1,908.89	0.00	0.00	220.00	574.00	255.00	207.65	0.00	78.12	72.20	Fetes and Bazaars	0.00
0.00	152.13	113.76	0.00	0.00	0.00	50.00	150.00	0.00	50.00	80.34	Flower Fund	50.00
0.00	275.11	120.40	110.15	51.20	15.04	0.00	0.00	0.00	0.00		Candles	0.00
18.75	18.75	18.75	0.00	254.77	350.67	315.50	323.95	125.75	94.79		Parish Magazine	245.54
2,047.45	1,120.70	1,161.87	550.84	1,070.00	771.55	870.40	672.00	0.00	0.00	9,607.06	Payments from restricted income	219.02
0.00	0.00	0.00	0.00	18,650.58	0.00	18,106.00	0.00	0.00	-		Boiler / Lighting Fund	-
0.00	0.00	0.00	0.00	0.00	0.00	3,208.00	1,820.00	553.56	0.00	2,360.00	Path Fund / General Appeal Fund	0.00
36,566.31	38,350.50	42,302.00	42,656.90	56,092.00	37,591.18	63,410.03	43,647.22	35,948.54	32,119.06	48,556.56	TOTAL	33,866.40
3,549.87	4,363.26	(7,100.66)	(2,107.18)	6,090.36	11,699.54	(11,754.50)	(1,536.18)	393.42	7,494.44	(6,400.97)	Surplus/(Deficit)	124.00

**Audited by**

**Dated**

DR Jansen  
David Johnson

12 February 2024



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Extraordinary Income				
General Flower Fund	13.15			
100 Club	1,370.00		1,270.00	
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Non Gift Aided Sacramental Candles	30.00			
Parish Magazine	352.00		312.00	
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<b>Expenses</b>				
The Ministry	3,145.06		3,244.02	
Heating, Light, Water	1,991.56		3,450.28	
Insurance	2,548.26		2,773.19	
Minor Repairs	6,184.40		1,596.75	
Upkeep of Services	735.95		907.60	
Other Parish Expenses	659.73		245.00	
Payments to Diocese	21,000.00		21,000.00	
Charities	172.00		135.00	
Fetes and Bazaars	72.20		0.00	
Flower Fund	80.34		50.00	
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Boiler / Lighting Fund			-	
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<p>AUDITED BY: <i>DR Jenson</i> <i>David Jenson</i> DATE: <i>12/2/24</i></p>				

**Audited by**

**Dated**

12 February 2024

DR Janson  
David Johnson



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