

**St Andrew Maghull  
Annual Report  
&  
Financial Statements  
For the year ended  
31 December 2020**

**Greater Merseyside Community Accountancy Service  
Sefton Council for Voluntary Service  
3rd Floor, Suite 3b  
Burlington House  
Crosby Road North  
Waterloo  
Liverpool  
L22 0LG**

# St Andrew Maghull

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# **St Andrew Maghull Trustees' Annual Report For the year ended 31 December 2020**

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## **The Charity**

The Parochial Church Council of the Ecclesiastical Parish of St Andrew, Maghull, Liverpool is a charity registered with the Charity Commission for England and Wales. The charity is registered with the Charity Commission No. 1134643.

St Andrew's Church is located on Damfield Lane, Maghull. The parish is part of the Maghull and Melling Team Ministry in the Diocese of Liverpool and its official correspondence address is:

St Andrew's Church, 22 Damfield Lane, Maghull, Liverpool, L31 6DD  
Website: [www.maghullstandrew.com](http://www.maghullstandrew.com)

## **Objectives and Activities**

The general functions of the PCC are stated within Section 2 of the Parochial Church Councils (Powers) Measure 1956

Here is the Team vision and purpose statement:

**In God, One Team:**

*St Andrew, St James, St Peters & St Thomas*

**One Vision:**

*Maghull & Melling.....a place of Love, Peace, Faith & Hope*

**One Purpose:**

*To Fulfil the Greatest Commandment and the Great Commission*

The way forward

**.....THE 80- this includes the following main themes:**

Children, young people and families

Third age active retired and elderly frail

Occasional Offices - Baptisms Weddings Funerals

Prayer and Worship

Community links events

Discipleship

When planning our activities for the year, the PCC gave consideration to the Charity Commission's guidance on public benefit and, in particular, the specific guidance to charities concerned with the advancement of religion.

Our aims for 2020 were to provide the following public benefits:

# **St Andrew Maghull Trustees' Annual Report For the year ended 31 December 2020**

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## **Mission**

1. To grow our church.  
Hard to assess since restrictions and closures brought about by Covid regulations, but online Church to You has been successful and the number of viewers exceeds the usual church attendance (across the Team).
2. To celebrate 140 years of St Andrew's church.  
This could not go ahead.
3. To review the worship which takes place at St Andrew's.  
This could not go ahead.
4. To achieve the Child Friendly Church Award.  
This could not go ahead.
5. To offer opportunities to deepen faith.  
Groups were able to meet online - Book Club, Alpha Course, Bible Study.

## **Finance**

To support the Treasurer and Finance Committee in seeking to ensure the financial stability of the church Ongoing.

## **Administrative**

1. To continue to introduce systems to ensure compliance with data protection legislation.  
This has been carried out throughout the year as people have been contacted and permission sought for further contact.
2. To introduce an improved funeral booking system.  
This was introduced early in 2020 and is working well.

## **Fabric**

To support the Fabric Committee in ensuring the continued and ongoing maintenance of the church building and grounds.

The Fabric Committee has continued to keep on top of fabric-related matters.

## **Achievements and Performance**

Children, Young People and Families work

Rev Simon Elliott - Report



# **St Andrew Maghull**

## **Trustees' Annual Report**

### **For the year ended 31 December 2020**

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Early in 2020 we were able to enjoy all age friendly services in January and February with the February service at St Andrew's Church a parade service with good attendance from our uniformed organisations and some children from St Andrew's school. Also it was lovely to host a well attended and enjoyed Pancake Party at St Andrew's Church Hall on Shrove Tuesday at the end of February with lots of families coming along from school pick up to enjoy the pancakes and games. At St Peter's the stay and play session continued to happen on Tuesday afternoons, with varying numbers, and the KFC after school club continued to happen in Hudson after school on Mondays, and at St Thomas's Tithebarn Toddlers took place every Monday morning. As always, very grateful to all who gave their time and skills in order for these activities to take place

Sadly, Covid restrictions and periods of church closure meant that from the beginning of the first lockdown in March, these activities all had to pause and from then on few children and families could be welcomed into our church building during the rest of 2020.

However, Sunday afternoon Church4All services very swiftly moved online via Zoom in Spring 2020 at the time of the first national lockdown, when church buildings were closed. In this way Church4All continued to provide a family-friendly time and space in which to share worship and fellowship, with activities for children an integral part.

In addition, a regular Zoom Sunday morning Kids' Praise session took place fortnightly through a whole section of the year, both during periods of church closure, and when church was open but with restrictions that meant it wasn't as suitable as normal for children to be there. Through Church4All, other activities for children and families also took place during 2020 via Zoom and a WhatsApp group - a regular quiz, a scavenger hunt and so on. And Church4All also ran 'The Bible Course' from The Bible Society over Zoom. When regulations allowed in the autumn, a few 'in person / online' church4all services happened with those that wanted attending in person with appropriate procedures in place in St Peter's church hall while others joined in at the same time on zoom.

St Andrew's School is overseen by a Board of Governors with the church providing 3 Foundation Governors. In the autumn of 2020 Rev Simon Elliott was appointed as a governor to fill the slot normally filled by a member of the clergy from St Andrew's. Rev Simon Elliott liaises closely with local schools, at the moment he has particular links with St Andrew's C. Of E. Primary, Summerhill Primary, Green Park Primary, Melling Primary, and Hudson Primary. Rev Simon led a few school assemblies in St Andrew's and Melling schools at the beginning of the year and had met and agreed a series of assemblies with the headteachers of Summerhill and Hudson, until Covid restrictions meant that 'in person' assemblies were no longer possible. He also visited each class in St Andrew's to talk about prayer during a prayer focus week, hosted a class visit from year 2 to church, and had year 6 children and staff join our Ash Wednesday morning Holy Communion service. Sadly, from the start of lockdown in March school services could not take place in our churches for the rest of the year. However, a number of pre-recorded assemblies were provided to local schools. Some pre-recorded all age worship 'specials' were put together for special events such as Harvest, Remembrance Sunday, and one for Christmas which included readings, songs and prayers from children from the 5 schools we have links with across the Maghull and Melling Team parishes, and these 'specials' were shared both with the local schools and their families as well as with families through each of our team churches. Rev Simon also joined in with St Andrew's school service for harvest via Zoom and with Green Park School's Christmas service via Google Meet.

We also enjoyed working closely with the uniformed organisations at St Andrew's to provide 2 very well attended services on Zoom to replace what in more normal circumstances would have been our Remembrance Sunday and Christmas 'Toy' Parade Services. And from right across the 4 churches of our Team Ministry and our uniformed organisations a fantastic collection of toys and gifts for children and teenagers was donated to SWACA (Sefton Women's and Children's Aid) for their work with local families in such difficult circumstances.

# **St Andrew Maghull**

## **Trustees' Annual Report**

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Finally, plans were put in place with risk assessment completed and suitable COVID procedures in place to offer two 'in person' Christingle services in St Andrew's building on Christmas Eve for parents / carers and children to enjoy together, but this had to be changed to a Zoom service due to the news of a new variant and rising COVID case numbers at that time. A good number of those who had booked to come to those services in the church building did come and collect 'Christingle kit bags', that also included a child friendly Christmas booklet from the Bible Society, from the church hall door and then joined the Zoom service. A big thank you to those who prepared the Christingle bags as well as those who worked hard to prepare for the 'in person' services that had to be called off.

Obviously the pandemic had a major impact on baptisms and weddings during 2020 as well. We had 1 wedding and a number of baptisms at St Andrew's church prior to lockdown, and for the rest of the year just 1 baptism and 3 weddings have taken place with restrictions in place and COVID procedures followed. Rev Simon and others have kept in contact with all the people affected by this, and again thank you to those who help with this ministry, it is really appreciated.

We look forward to welcoming children with their staff, leaders and families back into church when this is possible in the future.

#### **Older People**

Rev Dave Hamlett-Third Age Team Report

Pastoral Care visits to provide support for the older people who are sick, bereaved etc. could not take place from early 2020;(including sadly our monthly meeting of our Bereavement Group) however pastoral support for those in need rapidly evolved into new ways of showing care, with regular telephone contact, online services and a telephone act of worship followed by the opportunity for a chat whilst still on the telephone line.

Members of the congregation approved by the PCC to assist with Communion helped with taking Communion to the housebound at the start of the year, before restrictions made it impossible.

Maghull and Melling Church of the Third Generation - MMC3G - an initiative started across the Team during 2019, to provide ministry for older members of our congregations and community. Plans for activities in 2020 had to be put on hold. Although it is hoped that we can continue to restart in mid-2021, with a similar programme to what we had planned in 2020.

In November 2019 Pat Dunbar took on the role of Pastoral Outreach Worker, focusing on the Third Age. This role involves reaching out to the wider community, including Care Homes and Sheltered Housing, as well as carrying out pastoral visits and offering Home Communion.

Again, Covid restrictions meant that plans could not be progressed and brought to fruition, as intended. Time has been spent in 2020 creating and maintaining links with e.g., Care Homes and the Council and furthering plans for the future when we can look forward to supporting activities such as a Dementia Friendly Café (which has now received funding and is planned to start at St James in mid-2021) Community Craft and Natter sessions as well as building relationships with Care Homes.

Sadly, we saw an increase in the number of funerals in 2020 both in our churches and also at the Crematoriums, but this has enabled a different outreach opportunity to engage with families who have lost loved ones.

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Our Team Memorial Service went ahead (which was recorded at St Thomas and St Andrews) and was sent out via You Tube, with many families still being able to remember loved ones departed.

#### **Learning and Growing Together**

Teaching, learning and growing together has continued, despite restrictions, through online meeting and sharing via Zoom.

Pat Dunbar led a Monday Bible Study online during the Spring.

Two different groups followed a Bible Society course.

Rev Dave Hamlett ran an autumn Alpha Course.

A Zoom Book Club read and discussed three different Christian books across the year - An Altar on the World by Barbara Brown Taylor, Phoebe by Paula Gooder and The Grace Outpouring by Ray Goodwin and Dave Roberts.

Regular Team prayers take place at different times across the week.

Through the church website, emailed weekly bulletins and postal bulletins (when deemed safe), St Andrew's has been providing information including weekly Bible readings, morning and evening prayer sheets, Quiet Day at home materials, Thy Kingdom Come activities as well as materials for Lent, Advent, Christmas and more.

#### **Worship**

Reverend Janice Hill holds the post of Team Rector of the Maghull and Melling Team, of which St Andrew's is a part. The Team shares worship, fellowship and social activities throughout the year.

St Andrew's is traditional in style, with a robed choir at our main services, but recognises the need to incorporate modern worship styles into the main Sunday worship to encourage new people to attend. At the times when the church has been able to open during 2020, we have sadly had to worship without the choir or live music, to comply with Covid regulations.

St Andrew's was able to open for services during the summer and autumn of 2020 and for a limited period in December, when opening was both permitted by the government and considered safe by the PCC. Under these circumstances church had to be somewhat different, with restricted numbers, a booking system, no singing and a strict cleaning regime to ensure compliance with Covid regulations and advice and to keep everyone safe.

In March 2020, we decided to pre-record an Easter service and upload to YouTube. This was so well received that we decided to continue to do this on a weekly basis and subsequently renamed this service Church to You. It is now accessed by an average of 150 people per week, probably more, as there might be more than one person per view. We understand that it isn't only local people who are viewing these services. A decision has now been made to continue this indefinitely. It means that people who are unwell, who can't attend Church or who work on a Sunday, can still access a service at a time and place that is convenient for them. The principle is simple ... a simple service with music ... recorded in peoples homes with a number of people taking part. We are now able to copy the service onto a DVD and these have been distributed to those without internet access.

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In addition to the Sunday YouTube service we have recorded special services including Remembrance, Compline and School/All age Family Services.

Special services via Zoom have been held for example on Maundy Thursday, Christmas Day, so that those wishing to could participate in a 'live service' on these special days.

Family-orientated Church4All met on Sunday afternoons via Zoom, from March 2020.

A Telephone Service via telephone conferencing, taking place on Thursdays, was launched in November for those without access to the Internet. It provides a live service option and allows time for a chat. Service sheets are posted and available through the A Church Near You website and Bulletin.

The average attendance for regular Sunday worship in October 2020, when church was open under restricted conditions, was 34 including children (129 in 2019). The YouTube Church to You average October viewings were 150 per week.

An online Christmas carol service was available, as Covid restrictions forbade singing in church, also Team carol services were planned in church car parks with room for households to remain distanced. Two Christingle Services were planned for Christmas Eve in 2020, quickly moving online when the virus risk suddenly increased. 140 adults and children attended services at St Andrew's over Advent and Christmas (135 attended over Christmas and Advent in 2019). Online service viewings over Advent and Christmas reached 141, excluding an All Age service; 254 when the All Age service is included. Church was sadly closed on Easter Sunday (106 attended in 2019).

Throughout the pandemic conditions of 2020 the clergy, wardens and other members of the St Andrew's community have striven to maintain contact with the church family and beyond and offer opportunities to worship in a variety of ways - phone, internet, post - seeking to meet differing needs in different ways.

#### **Community**

St Andrew's church reached its 140th anniversary in 2020, but planned celebrations were unable to go ahead and have been postponed until safer times.

St Andrew's continues to be the central focus for members of the community to conduct baptisms, weddings and funerals. The number of Baptisms was 6 (31 and a service of Thanksgiving for adoption for two children in 2019). The number of weddings was 3 (16 and one service of prayer and dedication after a civil marriage in 2019). The number of weddings and baptisms was greatly reduced due to Covid restrictions.

The clergy conducted 67 funerals (36 in 2019), of which 15 were in the church and 52 at the local crematoria. Funerals could not take place in church during the first lockdown, but were permitted subsequently. A new funeral booking procedure was introduced early in 2020, making the process easier and more streamlined for bereaved families.

A Team Bereavement Group did manage to meet on a few occasions during 2020, offering support to bereaved families. A Memorial Service was recorded by clergy and made available online, for those wishing to remember a lost loved one.

St Andrew's church is usually the focus for the town's Remembrance Service in November, when poppy wreaths are laid at the memorial at the lych gate. In 2020 it was not possible to hold a service, but wreaths were laid, quietly, at the memorial at the lych gate.

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The Maghull and Melling Team has ensured that the A Church Near You website has stayed up to date with contact details and 'what's on' information for all four Team churches throughout 2020, especially since the first lockdown began in March. Keeping in touch with people has been hugely important and has been carried out through a network of telephone contacts, a weekly emailed bulletin from the Rector and postal contact, when deemed safe. The Saturday Bulletin reaches in excess of 100 homes with some people passing it on to others, some being printed for those without email. All those contacted have indicated that they are happy to receive contact from church. The list of people wishing contact is open for new additions.

In May, during the first lockdown, a Prayer Trail was set up around the church building exterior, offering places to pause for reflection and a place to leave requests for prayer.

Members of the church community reached out to hospitals and those within them by making and sending knitted items, such as hearts (for separated loved ones) and beanie hats (for premature babies). Hats and scarves were sent to an inner city Liverpool church to help with outreach projects.

A toy collection in December resulted in a large quantity of toys and selection boxes being donated to Sefton Women's and Children's Aid (SWACA), a local charity which supports women and children fleeing abusive homes, to ensure that affected children would have a treat and a surprise on Christmas Day.

Beyond the local community, St Andrew's is linked with Lynn Treneary, a missionary with the Church Mission Society, who is based in South Sudan where she teaches English, is part of an evangelistic team and works with the Mothers' Union at an episcopal church.

Reverend Janice Hill and the Local Clergy of all denominations meet regularly to discuss working together and for prayer. In 2020 meetings were largely over the internet.

St Andrew's has a website, which can be found at [www.maghullstandrew.com](http://www.maghullstandrew.com).

#### **Fabric**

The Fabric Committee has overseen regular maintenance of the church and grounds through the year. Weekly walkaround checks were carried out during periods of lockdown and action taken as necessary.

Tasks carried out during 2020 included - remedial action taken to secure the handrails for the platform at the front of church; tower parapet walls repointed and metal work on the roof repainted; carbon monoxide detectors fitted in the boiler room and kitchen.

A way was found to secure an external speaker outside church so that those wishing to support those attending funerals, but unable to come into church due to restricted numbers, could share in the service.

Roof leaks and associated problems with damp have been an ongoing problem, continuing into 2021. Professional help from a roofer was sought in late 2020.

A fence repair was carried out on the edge of church grounds adjoining the A59.

The Gardening Team has continued to take care of church grounds, attending throughout the year in all weathers.

Throughout the year, including during periods of lockdown and restrictions, the Fabric Committee and Gardening Team have remained mindful of the responsibility to maintain the fabric of the church, the grounds, graveyard and car park and to fulfil Health and Safety and insurance requirements.



# **St Andrew Maghull Trustees' Annual Report For the year ended 31 December 2020**

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## **Finance**

St Andrew's bookkeeping is outsourced to Sefton CVS; who also fulfil the role of Independent Examiner for the church.

Periods of closure and restricted attendance during 2020 inevitably have had an impact on church finances. Giving has decreased from Weekly Envelopes and Loose Cash Collection, resulting in a reduction in the Gift Aid & GASDS Tax Claim, although St Andrew's is fortunate in having many who give regularly through the Parish Giving Scheme and by Standing Order. Revenue from things such as Hall hire and fees from weddings, baptisms has been lost, yet many outgoings have remained. This leaves the church in a much less stable financial situation at the end of 2020 than at the beginning.

In July Online and Text giving were set up, as additional ways for people to support the church.

The Finance Committee felt it prudent to open a second church bank account, for Restricted Funds. This was achieved in December.

## **Our People**

The year ended with three Readers across the Team and they continue to support and lead worship in each church in the Team and online. We appreciate their skill and care.

Pat Dunbar took on the role of Parish Outreach Worker, focussing on the Third Age, in November 2019.

Sue Tremarco continued in the post of Parish Administrator and ran the church booking system for all the Team churches, when restricted opening was in operation.

St Andrew's is blessed with many willing volunteers without 'official titles' and we would like to thank all volunteers who work so hard to make our Church the warm and welcoming place it is and to maintain the graveyard and church grounds. During 2020 all the extra work brought about by Corona virus restrictions has proved an additional, heavy burden, especially for the Church Wardens; their commitment, care and good humour is greatly appreciated.

### **Team Readers**

Mrs Claire Sherman  
Mr David Sherman  
Mrs Edith Sinjakli to February 2020

### **Local Missional Leader Outreach and Pastoral Worker Emeritus Readers**

Mrs Pat Dunbar  
Mr Martin Doran  
Mrs Pat Dunbar  
Mr John Johnson  
Mrs Edith Sinjakli from November 2020

### **Organist Treasurer Gift Aid Secretary Planned Giving Officer Electoral Roll Officer Health and Safety Advisor Safeguarding Officer Child Protection Officer Vulnerable Adults' Officer Data Compliance Officer**

Mr Gareth Edwards  
Mrs Tricia Hugo  
Mr Geoff Walker  
Mr Geoff Walker  
Mr Geoff Walker  
Miss Helen Fawcett  
Mrs Louise Edwards  
Vacancy (Filled Jan 2021)  
Mrs Alison Crawford  
Mr James Milligan

# **St Andrew Maghull**

## **Trustees' Annual Report**

### **For the year ended 31 December 2020**

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Hall Manager	Mr Brian Blanchard
Cathedral Parish Representative	Mrs Gill Grace from November 2020
Worship Coordinator	Mr Dan Hugo
Wedding Coordinator	Mrs Hazel Mattinson
African Pastors Fellowship	Mr David Ward
Children's Society	Mrs Christine Barnett
Church Mission Society	Mrs Lilian Gawne
Open Doors/Christian Aid	Mr David Ward
Mission Aviation Fellowship	Mr Simon Rennie
Magazine Editor	Mrs Gillian Grace
Magazine Distribution	Mrs Elaine Entwistle; Mr Jimmy Entwistle
Communications Coordinator	Mrs Louise Edwards
School Liaison	Mr Brian Blanchard
Coordinators-Uniformed Organizations	Mrs Sue Clare; Mr Paul Clare

## **Financial Review**

At the start of each year the Finance Committee sets a budget which is closely monitored against our performance. Throughout the year at PCC meetings, the Treasurer and other members of the Finance Committee report the position to Church Councillors. Please be assured that all items of income and expenditure are continuously under review.

The accounts for 2020 have been passed by the Independent Examiner, approved by the Parochial Church Council and approved unanimously by those present at the Annual Parochial Church meeting held on 16th May 2021.

As is now the usual convention, with both the Statement of Financial Activities (SOFA) and the Statement of Financial Position (SFP), the figures for 2019 are shown for comparison.

Total income for the year has fallen from £274,964 to £118,705. Total expenditure has fallen from £245,319 to £166,717.

## **Reserves Policy**

It is the policy of this church to hold in free reserves the equivalent of two months general running costs to cover unforeseen emergencies and an additional two months Parish share. It is also our policy to hold an amount for likely building works at the next quinquennial inspection. The amount of our reserves will be considered at all PCC meetings and, if short of the policy level, a decision will be taken as to whether or not we can put a sum into reserves from income towards achieving the policy level. This policy will be reviewed in 12 months time.

It is our policy to invest our free reserves with the CCLA Church of England Investment Fund.

# **St Andrew Maghull Trustees' Annual Report For the year ended 31 December 2020**

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## **Plans for Future Periods**

### **Our Aims for 2021**

1. To develop a plan to move from Covid lockdown and restrictions towards the Post Covid Church, including a review of worship, and working to achieve the Child Friendly Church award.
2. To maintain financial stability through continuing monitoring of costs and encouraging new ways of giving.
3. To monitor Pastoral contacts to ensure keeping in touch with those on the GDPR permission list and those who come to church for occasional offices.
4. To maintain and develop School links, initially through Special services.
5. A Team objective: To help to develop the 3Ghub based at St James.



# St Andrew Maghull Trustees' Annual Report For the year ended 31 December 2020

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## Reference and administrative details

**Charity number:** 1134643  
**Registered Office:** 22 Damfield Lane, Maghull, Liverpool, L31 6DD

### Our advisors

**Independent Examiner:** Anthony Deegan MAAT MICB Pm.Dip  
**Examiner address:** Sefton Council for Voluntary Service, Burlington House  
**Bankers:** HSBC, 99-101 Lord Street, Liverpool, L2 6PG  
**Solicitors:** Peter Bates of Hill Dickinson LLP,  
1 St Paul's Square, Liverpool L3 9SJ  
**School Link** Mrs Susan Kerwin Headteacher at  
St Andrew's Church of England School, Maghull L31 6DE  
**Architect:** Rebecca Grimshaw of Anthony Grimshaw Associates,  
6 Bridgeman Terrace, Wigan, WN1 1SX  
**Legal Advisors** Howard Dellar, Diocesan Registrar,  
St James House, St James Road, Liverpool L1 7BY  
Peter Bates, Hill Dickinson LLP,  
1 St Paul's Square, Liverpool L3 9SJ

Day to day management of the church was exercised by the standing committee.

### Team Members:

For the period 1st January 2020 until the 31st December 2020, the following people served as members of the Parochial Church Council:

Team Rector	Chair of PCC	Rev Janice Hill
Team Clergy		Rev Dave Hamlett
		Rev Simon Elliot
Curate	From June 2020	Rev Gordon MacLeod
Readers		Mrs Claire Sherman
		Mr Dave Sherman
Church Wardens		Mrs Gillian Grace
		Mr Keith Wilkinson
Deanery Synod Reps	Also Deputy Warden from April 2020	Miss Helen Fawcett
		Mr Geoff Walker
		Mr Bruce Hubbard
Elected Members	Secretary	Mrs Karen Blanchard
	Treasurer	Mrs Patricia Hugo
	To October 2020	Mr Brian Blanchard
		Mr Martin Doran
	To October 2020	Mrs Eileen King
		Mrs Hazel Mattinson
		Alison Crawford
		Mr Dan Hugo

The Team Rector, Team Clergy and Readers were licensed by the Bishop of Liverpool. Clergy are ex-officio members of the PCC. Readers were ex-officio members of the PCC until November 2020, when they were co-opted onto the PCC, following a change in Church Representation rules.

The Liverpool Diocesan Board of Finance acted as Custodian Trustee for the inalienable property of the church.

# **St Andrew Maghull Trustees' Annual Report For the year ended 31 December 2020**

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## **Structure, Governance and Management**

St Andrew, Maghull, PCC is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

PCC members are appointed as set out in the Church Representation Rules. All Church members are encouraged to register on the Electoral Roll and stand for election to the PCC.

The PCC operates four sub-committees: Standing, Social, Finance and Fabric. The Team Rector being on all committees and attending as required.

Membership comprises:-

Standing Committee:	Rector, 2 Wardens, Treasurer, Secretary
Finance Committee:	Patricia Hugo (Chair and Treasurer), Geoff Walker, Martin Doran, Bruce Hubbard, Gill Grace
Fabric Committee:	Keith Wilkinson (Chair), Helen Fawcett (H&S Officer), Keith Illingworth, Brian Mort, Dan Hugo, Dennis Fawcett, Bill Fitzgerald, Brian Blanchard
Social Committee:	Hazel Mattinson (Chair), Louise Edwards, Tricia Hugo, Eileen King, Sandra Settle, Eileen Sheron, Helen Fawcett

PCC members receive training as and when appropriate, including roles and responsibilities, safeguarding, financial and fabric.

### **Related Trusts:**

Ancient Maghull Chapel Trust - registered charity no. 1014106, the Team Rector, 2 Churchwardens (to July 2018) and two people appointed by the PCC are trustees.

Maghull Parish Institute - registered charity no. 245712, The Rector was a trustee to September 2020 and ex-officio member of the committee

St Andrew Maghull CofE School - The Rector was replaced in September 2020 by Rev Simon Elliott as a foundation school governor and a trustee; three people are elected by the PCC from the Church Membership as school governors.

Church of St. Peter, Maghull  
Church of St. James, Maghull  
Church of St. Thomas, Melling

# **St Andrew Maghull Trustees' Annual Report For the year ended 31 December 2020**

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## **Risk Management**

The PCC carried out risk assessments throughout the year to identify any major risks. The financial committee meets regularly and reports at every PCC meeting. Action in the main areas of risk has been taken as follows.

### **Covid 19 Infection Risk**

Full and thorough risk assessments were carried out before church reopening during the pandemic took place, following all government guidelines. Accordingly, a booking system for services was started, to limit numbers attending and restrict where people sat; thorough cleaning of used seats if services took place within 72 hours; hand sanitiser used by everyone upon entering and leaving church; face masks worn; ventilation ensured; a system of marshalls to ensure social distancing. All measures remaining under constant review to comply with any changes in requirements.

### **Financial Risk**

An annual budget was prepared and results compared to the budget each month and a report made to the PCC at every meeting. Investments held by the PCC are reviewed by the Finance Committee and act as the Church Reserve in accordance with Diocesan guidelines. The PCC approves internal controls for cash and cheque handling. Bookkeeping and the preparation of quarterly and annual accounts is carried out by Sefton CVS, using information supplied by the Finance Committee.

### **Compliance with Law & Regulation**

The post of Church H&S Officer is held by Helen Fawcett. The PCC is informed of risks and these are dealt with as appropriate. Procedures for reporting accidents are in place. The lightning conductor, fire extinguishers and security alarms are checked regularly in compliance with our H&S policy and procedures.

### **Safeguarding**

In accordance with the Church of England Safeguarding Policy our church is committed to:  
Promoting a safer environment and culture.

Safely recruiting and supporting all those with any responsibility related to children, young people and vulnerable adults within the church.

Responding promptly to every safeguarding concern or allegation.

Caring pastorally for victims/survivors of abuse and other affected persons.

Caring pastorally for those who are the subject of concerns or allegations of abuse and other affected persons.

Responding to those that may pose a present risk to others

St Andrew's Church is aware of its responsibilities with regard to Safeguarding and complies with its duty to have due regard to the House of Bishop's Safeguarding policy and practice procedures. In January 2020 the church adopted the Church of England national Parish Safeguarding Policy concerning children, vulnerable adults, recruitment and domestic abuse; action was taken to complete a safeguarding review requested by the Diocese in line with the House of Bishop's Safeguarding policy and practice procedures during 2020.

# **St Andrew Maghull Trustees' Annual Report For the year ended 31 December 2020**

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## **Data Protection**

The Data Compliance Officer ensures church compliance with current Data Protection law. New Data Protection legislation came into effect on 25 May 2018 and continued to be incorporated into church procedures during 2020 - notably for keeping in touch with church members during Corona Virus restrictions and when capturing information on those attending church activities, to comply with government Test and Trace requirements.

# **Independent Examiner's Report To the trustees of St Andrew Maghull For the year ended 31 December 2020**

I report to the trustees on my examination of the accounts of the St Andrew Maghull for the year ended 31 December 2020.

## **Responsibilities and basis of report**

As the charity trustees of St Andrew Maghull you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

I report in respect of my examination of the St Andrew Maghull accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

## **Independent examiner's statement**

I am a member of the AAT and I am bound by the code of ethics issued by FRC's Revised Ethical Standard 2016.

Accounts preparation services were provided by Sefton CVS, my employer, and I as examiner have applied the ethical standard to my work.

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

(1) accounting records were not kept in respect of the St Andrew Maghull as required by section 130 of the Act; or

(2) the accounts do not accord with those records; or

(3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) REgulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Anthony Deegan MAAT MICB Pm.Dip  
Community Accountant  
Sefton Council for Voluntary Service, Burlington House

16th May 2021

**St Andrew Maghull**  
**Statement of Financial Activities**  
(Incorporating Income & Expenditure Account)  
**For the year ended 31 December 2020**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Total 2019 £
<b>Income and endowments from:</b>					
Donations and legacies	2	85,706	1,596	87,302	231,700
Charitable activities	3	25,921	-	25,921	37,621
Investments	4	5,482	-	5,482	5,373
Total income		117,109	1,596	118,705	274,694
<b>Expenditure on:</b>					
Charitable activities	5	163,041	3,676	166,717	245,319
Total expenditure		163,041	3,676	166,717	245,319
Net gains on investments		10,682	-	10,682	27,108
<b>Net (expenditure)/income</b>		(35,250)	(2,080)	(37,330)	56,483
Transfers between funds		77	(77)	-	-
<b>Other recognised gains:</b>					
<b>Net movement in funds</b>		(35,173)	(2,157)	(37,330)	56,483
<b>Reconciliation of funds:</b>					
Funds b/fwd		211,487	37,773	249,260	192,778
Funds c/fwd		176,315	35,614	211,929	249,259

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

All income and expenditure derive from continuing activities.

The notes on pages 21 to 32 form part of these financial statements

**St Andrew Maghull  
Balance Sheet  
As at 31 December 2020**

**Charity Number: 1134643**

	Note	2020 £	£	2019 £
<b>Current Assets</b>				
Debtors	7	892		1,302
Cash at bank and in hand	8	213,286		249,122
		214,178		250,424
<b>Creditors: Amounts falling due within one year</b>	9	2,249		1,165
<b>Net Current Assets</b>			211,929	249,259
<b>Total Net Assets</b>			211,929	249,259
<b>Funds of the charity</b>				
General Fund			176,315	211,487
Total Unrestricted Funds	10	176,315		211,487
Restricted Funds	11	35,614		37,772
<b>Total Funds</b>			211,929	249,259

The notes on pages 21 to 32 form part of these financial statements

**St Andrew Maghull  
Balance Sheet  
As at 31 December 2020 (cont.)**

Charity Number: 1134643

In approving these financial statements as trustees of the charity we hereby confirm the following:  
For the year in question the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- 1) The members have not required the company to obtain an audit for its accounts for the year in question in accordance with section 476.
- 2) The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

**The accounts were approved by the trustees on 16th May 2021.**

Chair of PCC - Reverend Janice Hill,



Treasurer - Patricia Hugo,



The notes on pages 21 to 32 form part of these financial statements



# **St Andrew Maghull**

## **Notes to the Accounts**

### **For the year ended 31 December 2020**

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#### **1 Accounting Policies**

##### **1a Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), and the Companies Act 2006 and the UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

St Andrew Maghull meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for Charities applying FRS102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The functional currency used by St Andrew Maghull is the £ Sterling.

##### **1b. Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

There were no items as at the transition date which required restatement under FRS102.

##### **1c. Preparation of the accounts on a going concern basis**

At the time of approving the accounts, the trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. As such these accounts have been prepared under the going concern basis.

The notes on pages 21 to 32 form part of these financial statements

# **St Andrew Maghull**

## **Notes to the Accounts (cont.)**

### **For the year ended 31 December 2020**

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#### **1 Accounting Policies (cont.)**

##### **1d. Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to St Andrew Maghull, or St Andrew Maghull is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed, if material.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Dividend income is recognised when the right to receive payment is established, usually when the investment is declared ex-dividend.

##### **1e. Deferred income**

Income from donations and grants, including capital grants are deferred when the following conditions are met:

a) when donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods

b) when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use have been met.

The notes on pages 21 to 32 form part of these financial statements

# **St Andrew Maghull**

## **Notes to the Accounts (cont.)**

### **For the year ended 31 December 2020**

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#### **1 Accounting Policies (cont.)**

##### **1f. Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised and refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

##### **1g. Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

Charitable Activities

a) Costs of raising funds comprise the costs of commercial trading including the bar and coffee lounge and their associated support costs.

b) Expenditure on charitable activities includes the costs of performances, exhibitions and other educational activities undertaken to further the purposes of the charity and their associated support costs.

c) Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

The notes on pages 21 to 32 form part of these financial statements

# **St Andrew Maghull**

## **Notes to the Accounts (cont.)**

### **For the year ended 31 December 2020**

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#### **1 Accounting Policies (cont.)**

##### **1h. Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charities programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

##### **1i. Funds Accounting**

All income and expenditure together with gains and loss are allocated to a specific charitable fund.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Further details of designated funds together with their purpose are set out in note 10.

Restricted funds are donations which the donor has specified are to be used solely for particular areas of the charity's work or for specific projects being undertaken by the charity. Further details of restricted funds together with their purposes are set out in note 11.

Endowment funds are resources received by the charity which represent capital, which can be held as either a permanent or expendable endowment. Permanent endowments are where the trustees have no power to convert it into income and apply it to the charitable objectives. Expendable endowment is distinguishable from income funds in that there is no requirement to spend or apply the capital unless, or until the trustees decide to do so.

##### **1j. Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

##### **1k. Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

The notes on pages 21 to 32 form part of these financial statements

# St Andrew Maghull

## Notes to the Accounts (cont.)

### For the year ended 31 December 2020

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#### 1 Accounting Policies (cont.)

##### 11. Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### 1m. Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

#### 2. Donations and Legacies

	2020 £	2019 £
Giving Planned	54,713	58,633
Giving loose	1,249	6,626
Donations	5,210	12,089
Tax Reclaimed	12,522	14,418
Legacies	3,279	137,906
Non Recurring Grants	10,329	2,028
	<u>87,302</u>	<u>231,700</u>

The notes on pages 21 to 32 form part of these financial statements

**St Andrew Maghull**  
**Notes to the Accounts (cont.)**  
**For the year ended 31 December 2020**

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**3. Charitable Activity Income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Use of Church Buildings	1,837	5,688
Church Fees	23,988	31,883
Electronic Giving	96	5
Church Bookstall	-	45
	<u>25,921</u>	<u>37,621</u>

**4. Investment Income**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Interest Receivable	5,482	5,373
	<u>5,482</u>	<u>5,373</u>

**5. Charitable Activities Expenditure**

	<b>Activities Undertaken Directly</b>	<b>Total 2020</b>	<b>Total 2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Charitable Activities	166,717	166,717	245,321
	<u>166,717</u>	<u>166,717</u>	<u>245,321</u>

The notes on pages 21 to 32 form part of these financial statements

**St Andrew Maghull**  
**Notes to the Accounts (cont.)**  
**For the year ended 31 December 2020**

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**6. Transfers Between Funds**

The donors of the Magazine fund due to the pandemic allowed their donation to be transferred to the General fund.

**7. Debtors**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Amounts falling due within one year		
Trade debtors	892	1,302
	<u>892</u>	<u>1,302</u>

**8. Cash at bank and in hand**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Cash at bank	59,559	70,462
Short term deposits	153,714	178,647
Cash in hand	13	13
	<u>213,286</u>	<u>249,122</u>

**9. Creditors: Amounts falling due within one year**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Other creditors	99	90
Accruals and deferred income	2,150	1,075
	<u>2,249</u>	<u>1,165</u>

The notes on pages 21 to 32 form part of these financial statements

**St Andrew Maghull**  
**Notes to the Accounts (cont.)**  
**For the year ended 31 December 2020**

**10. Unrestricted Funds**

	<i>Balance brought forward 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers between funds £</i>	<i>Gains &amp; losses £</i>	<i>Balance carried forward 2019 £</i>
<i>General Fund</i>	<i>153,090</i>	<i>258,679</i>	<i>(224,425)</i>	<i>(2,964)</i>	<i>27,108</i>	<i>211,488</i>
<i>Total Funds (previous year)</i>	<i>153,090</i>	<i>258,679</i>	<i>(224,425)</i>	<i>(2,964)</i>	<i>27,108</i>	<i>211,488</i>
	<b>Balance brought forward 2019 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers between funds £</b>	<b>Gains &amp; losses £</b>	<b>Balance carried forward 2020 £</b>
General Fund	211,488	117,109	(163,041)	77	10,682	176,315
Total Funds (current year)	211,488	117,109	(163,041)	77	10,682	176,315

The notes on pages 21 to 32 form part of these financial statements



**St Andrew Maghull**  
**Notes to the Accounts (cont.)**  
**For the year ended 31 December 2020**

**11. Restricted Funds**

	Balance brought forward 2018 £	Income £	Expenditure £	Transfers between funds £	Balance carried forward 2019 £
<i>Sunday Tea/ Coffee Fund</i>	74	635	(690)	-	19
<i>Car Park Fund</i>	282	-	-	-	282
<i>Organ Fund</i>	10,873	145	-	-	11,018
<i>Platform Fund</i>	9,866	-	(12,830)	2,964	-
<i>Flower Fund</i>	1,552	343	(143)	-	1,752
<i>Youth Fund</i>	1,252	-	-	-	1,252
<i>Bells Fund</i>	7,368	-	-	-	7,368
<i>Social Fund</i>	2,119	1,167	(100)	-	3,186
<i>Fabric Fund</i>	1,119	-	-	-	1,119
<i>Livewires Fund</i>	250	-	-	(250)	-
<i>Other Restricted Funds</i>	4,933	13,724	(7,131)	250	11,776
<b>Total Funds (previous year)</b>	<b>39,688</b>	<b>16,014</b>	<b>(20,894)</b>	<b>2,964</b>	<b>37,772</b>
<i>Other Funds</i>					
<i>Church magazine Fund</i>	4,655	1,018	(1,806)	-	3,867
<i>Votive Candles Fund</i>	22	86	-	-	108
<i>Childrens Corner Fund</i>	256	620	(493)	250	633
<i>Cemetery Maintenance fund</i>	-	12,000	(4,832)	-	7,168
<b>Total other funds (previous year)</b>	<b>4,933</b>	<b>13,724</b>	<b>(7,131)</b>	<b>250</b>	<b>11,776</b>
	Balance brought forward 2019 £	Income £	Expenditure £	Transfers between funds £	Balance carried forward 2020 £
<i>Sunday Tea/ Coffee Fund</i>	19	103	(121)	-	1
<i>Car Park Fund</i>	282	-	-	-	282
<i>Organ Fund</i>	11,018	-	-	-	11,018
<i>Flower Fund</i>	1,752	-	-	-	1,752
<i>Youth Fund</i>	1,252	-	-	-	1,252
<i>Bells Fund</i>	7,368	-	-	-	7,368
<i>Social Fund</i>	3,186	-	(50)	-	3,136
<i>Fabric Fund</i>	1,119	233	(336)	-	1,016
<i>Other Restricted Funds</i>	11,776	1,260	(3,169)	(77)	9,790
<b>Total Funds (current year)</b>	<b>37,772</b>	<b>1,596</b>	<b>(3,676)</b>	<b>(77)</b>	<b>35,615</b>

The notes on pages 21 to 32 form part of these financial statements

**St Andrew Maghull**  
**Notes to the Accounts (cont.)**  
**For the year ended 31 December 2020**

**11. Restricted Funds (cont.)**

	<i>Balance brought forward</i>		<i>Transfers between funds</i>	<i>Balance carried forward</i>
	2019	Income	Expenditure	2020
	£	£	£	£
<b>Other Funds</b>				
Church Magazine Fund	3,867	240	(274)	3,756
Votive Candles Fund	108	-	-	108
Childrens Corner Fund	633	-	(280)	353
Cemetery Maintenance Fund	7,168	-	(1,664)	5,504
Deanery fund	-	1,021	(951)	70
<b>Total other funds (current year)</b>	<b>11,776</b>	<b>1,260</b>	<b>(3,169)</b>	<b>9,790</b>

The notes on pages 21 to 32 form part of these financial statements

**St Andrew Maghull**  
**Notes to the Accounts (cont.)**  
**For the year ended 31 December 2020**

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**12. Analysis of Net Assets**

*Previous year ended 31 December 2019*

	<i>Unrestricted Funds £</i>	<i>Restricted Funds £</i>	<i>Total Funds £</i>
Current Assets	212,652	37,772	250,424
Current Liabilities	(1,165)	-	(1,165)
	<u>211,487</u>	<u>37,772</u>	<u>249,259</u>

Current year ended 31 December 2020

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Totals Funds £</b>
Current Assets	178,565	35,613	214,178
Current Liabilities	(2,250)	-	(2,250)
	<u>176,315</u>	<u>35,613</u>	<u>211,928</u>

The notes on pages 21 to 32 form part of these financial statements

**St Andrew Maghull**  
**Notes to the Accounts (cont.)**  
**For the year ended 31 December 2020**

**13. Comparative Statement of Financial Activities Information**

In order to comply with Financial Reporting Standard 102 which requires comparative information to be provided for all amounts, this note provides the necessary disclosure for comparative purposes of the Statement of Financial Activities for the year ended 31 December 2019.

	Unrestricted Fund £	Restricted Fund £	Total Funds £
<b>Income</b>			
Donations and legacies	215,685	15,928	231,700
Comparative activities	37,621	86	37,621
Investments	5,373	-	5,373
<b>Total income</b>	<b>258,679</b>	<b>16,014</b>	<b>274,694</b>
<b>Expenditure on</b>			
Charitable activities	224,424	20,894	245,319
	<b>224,424</b>	<b>20,894</b>	<b>245,319</b>
Net gains on investments	27,108	-	27,108
<b>Net Income/(expenditure)</b>	<b>61,363</b>	<b>(4,880)</b>	<b>56,483</b>
Transfers between funds	(2,964)	2,964	-
Other Recognised gains:			
<b>Net movement in funds</b>	<b>58,399</b>	<b>(1,916)</b>	<b>56,483</b>

The notes on pages 21 to 32 form part of these financial statements