

# PARISH CHURCH OF ST MARY MAGDALENE CLITHEROE

## Annual Vestry Meeting – 6th April 2025 – 10.30am in St Mary's Church

Number of attendees; 25

Prayers;

**Apologies for absence;** Linda Ainsworth, Joan Moore, Chris Baker, Kath Rawlinson, Peter Houldsworth.

### **Minutes of the last Parishioners' Meeting – 22nd April 2025**

Proposed as a true record by Patricia Duxbury, seconded by Ken Robinson, and carried.

### **Election of Churchwardens**

Nomination received;: *Howard Riley* – All were in favour and he was duly elected.

## Annual Parochial Church Meeting 6th April 2025

### **Welcome and introduction**

### **Minutes of last APCM – 22nd April 2024**

Proposed as a true record by Patricia Duxbury, seconded by Keith Jackson, and carried.

### **Annual Reports 2024 / 2025**

#### ***Churchwarden & Worship Report – Howard Riley***

The past 12 months have been something of a challenge for us all.

We have mourned the loss of our senior church warden, Howard Blackburn, who cared for us so well as a fellowship and every practical aspect of looking after the whole church so very thoroughly. Janet remains our living link with Howard and with her we honour his memory and example.

We saw the appointment of a promising young Vicar for the benefice which unfortunately did not stand the test of time leading to Reverend Judith's sickness absence and then resignation from the post effective from mid-April 2025. We find ourselves in another period of interregnum with a significant range of both mission and fabric challenges ahead of us as a parish church.

As an outcome of the departure of our vicar, the diocese is reviewing the shape of the benefice to hopefully make the task of being vicar of Clitheroe a more manageable and attractive prospect for fresh applicants. The PCC has commenced work assessing the implications of the new parish profile template but are unable to complete the same until the reordered parish boundaries have been identified. This process requires ongoing negotiation between the diocese and all of our current four church fellowships and PCCs as we aim to develop two more streamlined partnerships whereby a priest has responsibility for two churches and not four.

Our treasurer has raised the key issue of our diminishing financial resources as our congregation has shrunk over the last 12 months and outgoings overtake our income. The question of meeting the full payment of our parish share is integral to our current and projected position therefore the treasurer has arranged a meeting with the diocesan finance board to identify the emerging problem and establish options for the financial future of the church. The shape of any new parish mergers will have some impact on who pays for what which as stated will require negotiation. We have no choice but to examine our personal giving, consider fundraising options and most importantly to do our level best to grow our church.

Thanks go to Keith Robinson who modestly supports so much at St Mary's. Keith oversees all our funeral arrangements with Jenni and has recently organised the six yearly renewal of our Parish Electoral Roll and in consequence he is now officially qualified to 'herd cats'.

This past year we have said goodbye to our faithful parish administrator Katie Capstick as she moves on to pastures new. We are ever thankful to Katie for her work and ministry as such a central figure in supporting us for so long and we all wish her well and are thankful she remains a valued and active member of our fellowship. Katie helped us in the recruitment of her replacement and we have recently been pleased to welcome Jenni Carysforth to the post.

Katie and now Jenni have worked hard with Patricia Duxbury in keeping all our services up and running by securing regular ministry cover, planning services and choosing hymns and music for our worship. Can we record our heartfelt thanks to them and those faithful retired clergy who still supporting us through this period of uncertainty.

Work in preparation for our 2025 quinquennial inspection has progressed over the last year with three surveys and quotes for the tower, walls and roof works.

The leaking roof above the organ has been fixed with a repair to the lead flashing. Work for the 2020 inspection has not all been completed so some issues will roll over into the next five year programme. The full inspection by our new church architect Jill Cowgill took place on 20<sup>th</sup> March and we await the report. We need to prioritise the water ingress and damp in the walls of the ringing room, south east nave and Alleys Chapel. The repair to the roof flashing above the organ has proved successful. On receipt of the inspection report we will draw up a work specification to put out to tender and then look at what range of grant funding there is to apply for.

This past year we have placed signs warning pedestrians to keep on the proper pathway to avoid graveyard accidents plus two prominent signs asking visitors and pedestrians to treat the churchyard with respect and clean up any dog waste.

The church floodlights were condemned in 2023 and we have appealed for funds to replace them in 2024 and received a number of generous donations. The Town Council have committed to match funding the project which has been quoted to include anti vandal cages to protect the new LED lights which can be seasonally removable.

Our church clock has stopped working and requires an overhaul and replacement winding motor at a quote for circa £950. RVBC cover the annual maintenance cost for the clock. The engineer has recommended a complete new system that has automatic winding and seasonal adjustment and which can be adjusted remotely via a phone App at a cost of £3850 with a ten year warranty. This option would future proof the clock and the Borough Engineer is currently considering the options.

Alison Wilbourn suggested that should RVBC be unwilling to cover this cost, a public appeal for funds would probably raise the necessary amount – many people in town have said how much they miss the clock!

So, we soldier on as a team to meet these challenges and there are so many willing helpers and unsung heroes who give hours of their time cleaning the church, making the brews, our Ladies Group, the 'Flower People', the churchyard gardeners, our organist and choir, our servers and home communion team, our Mums and Toddlers volunteers, our sides persons, our baptism team, our magazine editor and vision champion, our PCC and secretariat, our funeral vergers and our 'locker uppers', so the list goes on including those who faithfully attend and worship on Sundays!

A huge thankyou to our organist Simon Emery who is doing so much to keep us worshipping and our steadfast choristers singing. Simon and the choir have set up a St Marys 'Pop-up' Choir to occasionally support our regular singers for events and special services. This is a real and enjoyable process. We remain grateful for the commitment of our choir who have kept going through 'thick and thin'.

I would also like to pay tribute to our stalwart team of bellringers and Tower Captains who continue to develop quality bell ringing performance in the tower whilst encouraging visits from other ringing bands and pealing across our town and the valley putting our church on the map. In the recent snow bound weekend 90% of the team trudged through the weather to ring for us with real commitment. Our ringers have facilitated the acquisition of a handsome tower plaque to go in the ringing room in memory of Eric Musson. In addition, the Musson family have funded new 'rope-guides', which will prolong the life of the ropes. There is to be a short service of dedication (in memory of Eric) at 2pm, Saturday 10<sup>th</sup> May 2025. There will also be a three hour peal of the bells.

Thanks to you all for all those hours of regular commitment to keeping our church functioning, may God hold you all in His hands.

### **CCP – Howard Riley**

CCP has continues to meet each quarter. They continue to promote the monthly prayer theme for use across the fellowships and which St Mary's has contributed to and published in the parish magazine. A number of us assisted on the setting up and delivery of this year's Carols at the Castle which attracted over 2000 people.

We have continued to support the CCP door to door delivery of HOPE magazine to most of the housing estates in the town. CCP continues to support the Ribble Valley Climate Action Network (RVCAN) although St Mary's contribution has been minimal. CCP has facilitated the establishment of community warm spaces over the winter but St Mary's was not considered a viable venue but volunteer support was offered. CCP have run holiday club style venues with activities and provision of

refreshments over February half term at St James's, Trinity and the Community Church and are planning to run some sessions over the summer holiday period. This will be published in the newsletter with an invitation for volunteer support. CCP have continued to work with Turret House on Edisford Road offering thematic organised prayer and fellowship sessions at this attractive venue throughout the year.

Coming up there will be a CCP Good Friday service and Walk of Witness at St Mary's and then walk up to the castle with the cross. The Summer Town BBQ went ahead with a number of our fellowship assisting in various roles. There was an emphasis on reaching young people in the park area for this event. CCP will be overseeing Christian Aid week as usual.

The overheads for the Castle Carol Service and BBQ have increased significantly so churches have been asked to consider an increased annual payment to CCP which has been agreed in order to maintain the outreach.

The organisation is closely linked with the activities of the Gateway Trust which includes the Foodbank and they need more trustees to sit above this valuable local charity and ministry. Please speak to the churchwarden if you feel you wish to get involved.

### ***PCC Secretary's Report – Merle Allen***

*The Parochial Church Council (PCC)* At the beginning of last year the PCC consisted of the Vicar, Rev Dr Judith Clark (Chairman), two Churchwardens - Howard Blackburn and Howard Riley plus ten elected members – Linda Ainsworth, Merle Allen (Deputy Warden and Secretary), Christine Baker, Janet Blackburn, Patricia Duxbury, Keith Jackson, Ken Robinson (Treasurer), Susan Robinson, Janet Thornton and Diana Wilkins. Sadly, by the end of the last year and into this year the PCC has consisted of one Churchwarden – Howard Riley (Howard Blackburn died in September last year – a great loss), and the previously elected members (less Janet Thornton. Chris Baker and Janet Blackburn who all resigned) plus a co-opted new member – Anne Binnie. In addition, the two Deanery Synod representatives – Colin Scott and Jo Robinson - attend the meetings. The PCC will have met for formal business, on six occasions from May 2024 to March 2025, not including the APCM.

*The Standing Committee* – The Vicar, Churchwardens, Treasurer, Special Advisor during the Interregnum – Patricia Duxbury - and Secretary met for business on seven occasions.

The work of the Council is supported by several committees – Finance, Magazine, Social, Mission / Ministry/ Vision. It also has representatives on CCP, Deanery Synod, SMC HMT.

*Other officials;*

Our 'Vision 2026' Vision Champion is Linda Ainsworth. Our Associate Champion is Patricia Duxbury. Our Safeguarding Officer is Howard Riley.

Our Data Protection Officer was Katie Capstick – now Jenni Carysforth – our new Parish Administrator

Our Archivist is Dorothy Jackson.

Our Calligrapher was Stephanie Dugdale – now Norman Kelly.

I personally would like to thank all of the above and in fact everyone who is part of one or the other 'teams' which contribute in a very vital way to the running of the church. There are several such teams:

*Church coffee rota*

*The flower ladies*

*All the sides-men*

*Chalice Bearers / People who deliver home communion*

*People who write and deliver intercessions*

*People on the 'prayer network'*

*Counting team*

*the cleaning team*

*Toddler Group helpers*

*Readers*

*Key-holders who close the church*

*Holy washers*

There is always room on any / all of the rotas for more volunteers!

### ***Electoral Roll Officer – Keith Robinson***

Keith thanked Katie, Jenni, Howard and Merle for their help with this year's complete revision of the Electoral Roll (ER). The next complete revision will be in 2031.

We have thus far received 145 applications from those persons wishing to be included – 86 of which live within the parish – 56 elsewhere. All are listed on the ER displayed at the back of church.

There are a few more applications which were received too late to be included. These will be dealt with by the PCC in the usual way. Howard then asked for approval of the new ER – All were in favour.

### ***Treasurer's Report – Ken Robinson***

This year has continued the challenging theme of the last few years. As will have been reported elsewhere, our Vicar has been on long term sick leave for much of the year, and this has seriously curtailed efforts to grow the church. The number of regular worshippers fell, with a corresponding fall in regular givers. This has had the predictable result of reducing our income.

#### ***Income***

The budget figure for income in the calendar year 2024 was set at £101,123. This budgeted amount was not met by £15,593. However, the total amount for our income, including items that had no set budget, was £101,144.

We were below budget for planned giving, by 16% compared with the average of the previous four years. This correspondingly reduced the amount of Gift Aid we could claim.

Fundraising events included Ken's Quiz, which raised £900, and we received £350 from the folk concert held in church in November.

Overall, therefore, our income was £4,500 down compared with the previous year.

#### ***Expenditure***

The budget figure for expenditure was set at £109,514 after the Diocese reduced the parish share request by £10,000. Due to our falling income, payment of the parish share bank standing order of £5,800 was suspended before the October payment, because there was only £4,000 in our current account. However, we did manage to pay the full parish share of £63,414 by the end of the year. We exceeded the budgeted expenditure by £4700 due to replacing the organ humidifier, but we sold shares in the organ maintenance fund to compensate for this. Total actual expenditure for the year was £123,219.

Overall, expenditure exceeded income by £22,075. This amount was balanced by allowing our bank current account to reduce by a corresponding amount.

There is no leeway to do this again, so other solutions will have to be found if we are to pay the requested parish share of £75,000 in 2025.

#### ***Assets***

At the end of 2023, our assets in restricted funds amounted to £84,431 and in unrestricted funds £24,790. We sold shares valued at £5,100 during 2023, and after various fluctuations, the share price finished the year strongly, resulting in our assets decreasing in value by only £3,800.

We also had £8,100 cash in our Reliance Bank current account.

#### ***The Future***

We will have another challenging year ahead in our second interregnum during my 3-year period as Treasurer. Our parish share before any Diocesan support we can negotiate is set at £75,000 and our income is likely to fall short of our expenditure by £46,000.

I would like to thank all who assist with the financial dealings of the Church, and to everyone in the congregation who has continued giving via envelopes and standing orders and loose plate collections. Last year I informed Rev Judith of my intention to retire as Treasurer at the APCM in 2026, and that remains the case. I am very willing to assist the new post-holder in any way I can.

### ***Vision Champion's Report – Linda Ainsworth & Patricia Duxbury***

In 2024-25, the Vision Champion/ Assistant Vision Champion:

Assisted with the layout and design of the new noticeboard in the Church Garden.

Maintained links with Beavers and Cubs, inviting them to services and delivering input for badge activities.

Contributed to the publicity, planning and delivery of special and all-age services for St Georges' Day, Candlemas, Epiphany and Mothering Sunday;

Attended the Leading Your Church into Growth course at Swanwick and implemented some of its recommendations, for example using the Prayer for Growth as a regular part of intercessions;

Attended a Leading Your Church into Growth session at Whalley Abbey;

Attended the Deanery Synod meeting and provided input to the planning process for Vision 2033, the successor to Vision 2026.

Distributed Lent booklets provided to St Mary Magdalene's by Rev Catherine to congregation in church

Updated the Mission Action Plan and presented it to the PCC.

Prepared a plan to write, organize and set up the church garden Experience Easter Outdoors activity at Passiontide.

Maintained and updated events on the A Church Near You website and implemented the much-needed reorganization of the Church website.

Produced, distributed and displayed publicity material for special events in Church.  
Maintained the Prayer Board, praying for all those using it and those for whom they pray and arranging for space to be available for new posts.  
Set up an after-service Prayer Group to pray about the vacancy, growth in numbers attending and other related issues.  
Produced AI copyright-free images and PowerPoint presentations for services.  
Provided a flow of articles and photos for the Parish Magazine to engage with and inform readers about changes afoot in our Church.  
In Linda's absence, Patricia highlighted a few of their thoughts going forward.  
Vision should be looking 'outward' not 'inward'. They hope that in the future the church could be used for more 'social' events which might attract non-regular church attenders. Some authorities are not in agreement with this – that there should be an element of 'preaching' at church gatherings. Those present agreed that the opportunity to engage with those who are not regular church goers and the sensitive introduction of Christian content, eg. a blessing, at the end of an event would be appropriate.

### ***Safeguarding Officer – Howard Riley***

There have not been any reported incidents during the year 2024 – 2025. DBS checks for PCC members, Home Communion Visitors, Tower Captains, Music Director and Toddler Group Leader were all renewed during 2023. All those individuals who are eligible for DBS certification have undergone the mandatory online Foundation refresher training including the Domestic Violence package to increase our awareness. We were granted permission from the diocese for some of us to do the training as a group where others are doing it online themselves. The group sessions proved to be successful with the subject matter provoking meaningful discussions. Luke Lowry is now DBS compliant for his role on the PCC

The Parish Safeguarding Dashboard is an online comprehensive software package that covers every aspect of our safeguarding requirements. We have identified all the specific church activities that we routinely engage with looking at any risk associated with participation by children, young people or vulnerable adults. Matters such as risk assessment, insurance cover and related policy and procedural issues are all involved in populating the dashboard which is monitored from the Diocese.

We have identified the following Church Activities to date:

PCC members (Church based)

Holy Communion Pastoral Visitors ( Home visits)

Music director and Choir Master (Church based)

Bell Tower Captain & Deputy (Church based)

Visiting Bell Ringers (Church based)

Toddler Playgroup (St Mary Community Centre based)

Clitheroe Christians in Partnership (CCP) Events

I am pleased to report that during last year we have completed the whole Dashboard and been signed off as fully compliant by the Diocese.

Role profiles have been compiled by the Parish Safeguarding Officer (PSO) to support the CofE Safer Recruitment Strategy and the role risk assessment process. The church safeguarding policy remains featured on the St Mary's website with a revised reporting procedures plan having been ratified at PCC on 18<sup>th</sup> March 2024.

I completed the safer recruiting training and was able to lead the recruitment and selection process for the parish administrator who is now in post.

Thanks to all for their willing commitment to the safeguarding procedures.

### ***Health & Safety Officer – Howard Riley***

There has been one H&S incident during this last year 2024 to 2025. This was in the churchyard where a lady walking her dog left the footpath and slipped on a gravestone and broke her pelvis. The incident was reported according to H&S Executive process and I reported the matter to our insurers. In consequence we have erected three signs warning off slippery gravestones and directing people to remain on the pathway.

Following a bush fire in the north east corner of the churchyard our treasurer liaised with the RVBC and facilitated the removal of the tree and bush to recent further risk. The Police have been asked to patrol the churchyard.

The existing risk documents have been reviewed by the H&S officer and remain fit for purpose. The documents are available for scrutiny at the west door entrance to the nave. Any issues then please contact a church warden.

All the necessary inspections and surveys have been completed to date.

The poor state of repair of the pathways and some lighting issues have been repeatedly reported to the Council and Highways Authority with little progress to date although a couple of lights have been replaced on the rear passageway and steps.

Howard is presently undertaking a risk assessment for the Ladies Group May Fayre – 17<sup>th</sup> May 2025. Katie asked if there need to be more First Aid training sessions for those (relevant people) who missed the previous ones. Jenni will look into this.

**Election to Deanery Synod;** Current representatives – Colin Scott, Jo Robinson. Both will retire in 2026.

#### ***Deanery Synod Report – Jo Robinson***

Jo outlined the activities of the Deanery Synod meetings. New members would be welcomed. Minutes of the meetings are circulated and available from Jo.

**Election of PCC Members** - New nominations; *Ken Robinson; Anne Binnie; Keith Jackson*  
All were elected along with the existing members of the PCC.

#### **Appointment of Auditor for 2024 / 2025**

It is thought that Stephen Higson is willing to continue filling this role. Grateful thanks go to him. All were in agreement that Stephen continue in this role.

#### **Signing of Terrier & Inventory**

This was agreed and signed off by Howard Riley and Diana Wilkins.

#### ***St Mary's Toddler Group – Sarah Dent***

Numbers have grown steadily over the year, with lots of new families attending. Between 17 to 21 children come with Mums Dads and Grandparents.

We have the same brilliant set of volunteers making the children's snack and adult tea and coffee. Anne Binnie, Diane Hunt, and Jo Robinson work out a rota, so there are always two people in the kitchen with the occasional stand in from husbands Peter and Ken. We have introduced reusable cups with a non-spill lid making it safer taking hot drinks into the hall. These were kindly donated from Brian Dent LTD (Clitheroe). Snacks for the children include a biscuit and fruit with the occasional cake from parents when there's a birthday and buns for the end of term. We have included on the registration document and the "sign in register" a space for allergies, so parents/carers document and make us aware if children have food allergies or intolerance.

Sue Piercy arrives at 10am with her guitar to guide us through song time following the weekly story. Sue also ensures that everyone leaves the hall safely making sure the children don't leave without their guardians!

Patricia Duxbury is a welcome visitor to playgroup sharing Church News and joining in with song and story time. Patricia says a short prayer whilst the children are gathered for snack.

Julie Ashcroft brings her creative talent to the craft table so the children get the opportunity to get messy, whilst creating their own masterpieces. We continue to base these crafts around the seasons and festivals. The play dough table is always busy with children and adults!

We introduced a toy kitchen sourced from the YMCA which has proved very popular as children enjoy role play from an early age making lots of cups of tea serving cake and play dough!

We regularly sort through the toys making sure things are fit for purpose the cupboards look a little more organized. It is however a constant battle to keep the cupboards in order.

Play Group now has its own notice board where safe guarding notices and food allergy awareness is displayed along with some very creative art pieces.

Going forward a changing table would be very beneficial to parents and grandparents. Currently we provide a changing mat which is placed on the floor either in the toilet or in the hall which is difficult and not very dignified or hygienic. Ideally a drop-down table in the toilet would be ideal and best practice in terms of safe guarding.

Playgroup continues to provide a safe enjoyable space for young children and their families.

### ***St. Mary's Centre – Lesley Haworth***

The St. Mary's Centre continues to offer the local community a very flexible building to put on activities. However, over the last 12 months we have seen energy costs continue to increase significantly and our financial reserves are depleting rapidly.

Our diary of regular users continues to be very active although we always have room for new groups to meet on a regular basis, especially during the daytime. A new regular user was secured for Monday evenings in the Lower Hall, A-Team Dance and Fitness, and on a Thursday evening, a Meditation Class.

We have hosted several Valuation Days, a Northern Soul Disco, Residents meeting groups, the Ladies Group Christmas Fair. Plus, several Dance Shows, the annual Operatic Society Musical, and Play, and other Summer and Christmas shows.

We also hosted several concerts as part of the Ribble Valley Jazz and Blues Festival weekend and will once again be hosting more concerts this year.

The Mutual Room continues to hold many workshops and meetings.

Some of our regular users have also run extra one-off full day events, including Hush Art Group, Jujitsu and Line Dancing.

We are actively trying to recruit new regular user groups and would like to thank the whole St. Mary's Centre team for their continued hard work on this. Marketing leaflets continue to be distributed, and the website and Facebook page continue to be used to publicise the space and flexibility that we have as a venue within Clitheroe. We also send out a monthly Newsletter to our distribution list of schools, regular users, volunteers, and potential users giving details of what's currently going on at the Centre.

The last of the money set aside from the sale of the Institute, (which is still retained in a separate account, opened by the Trustees of the St. Mary's Centre, to be used for specified jobs that had been agreed with Ribble Valley Borough Council, for work within the St. Mary's Centre) will be spent on the repointing, replacement gutters, downspouts and valley gutters on the North side of the building where there has been significant water ingress. And on the plastering and redecoration of the damage caused by the water in the Main Hall.

Due to limited funds being available we have not been able to carry out as much work on the Hall as we would have liked, however, some electrical work has been carried out with new light shades replacing broken and missing ones in the Main Hall and a new dimmer system replacing the old one which would not work properly with the LED lights.

We have applied to Ribble Valley Borough Council for a grant towards replacing the projector in the Main Hall which is used by many groups for showing slideshows and films etc but are still waiting a decision from them.

Turnover for the year to 31st December 2024 is up in 2024 at just over £75k compared to just over £62k in the previous year. However, this includes just over £16k received from Lancashire Environmental Fund for the grant towards the solar panel installation. This also reflects some of the money already spent from the Sale of the Institute. Overall, the balance in the Bank at the end of December 2024 is down again by just under £2.5k on the same time the previous year. And if we continue to run at a loss each year this is not sustainable for the future.

We are looking at ways to save money and apply for grant funding to carry out much needed work within the building. We are also looking at fundraising ideas and we are approaching our user groups to see if they would be willing to help with this.

We continue to be very grateful to our volunteers without whom we could not run the Hall, and we look forward to being able to continue to involve them with our activities. The Bar continues to raise much needed funds and we continue to be very grateful to all the volunteers who staff and help run the bar. New volunteers are always welcome.

In conclusion the St. Mary's Centre is not in a good financial position and the coming year will again prove another challenging one, but thanks must go to the Centre staff, Management Team, and volunteers for their invaluable work.

### ***Ladies Group – Chris Baker - Susan Robinson***

**Chris Baker** – Last year we sadly lost our Church Warden Howard Blackburn. He supported our group in many ways and we will miss the talks he gave us of his travels around the country. Also we lost one of our long time members Erica Pollitt, although she was unable to come to meetings recently.

We managed to fill our meetings with either a speaker or some in house quizzes and games.

We all enjoyed our summer outing for an afternoon tea at the Stirk House. It was also good that

Judith was able to join us. We look forward to another year of meeting together.

Last year we returned to St Mary's Centre for our meetings - this has proved to be much easier for us, having the room set up for us and the kitchen facilities are much easier to use. Thank you to John Wilkinson for his work in setting up for us.

We welcomed 2 new members this year, Susan Robinson and Ann Isherwood.

The treasurer's report shows that we lost £81.22 this year - not a large amount. However, with paying speakers and giving to charity we are really not covering our costs - mainly due to the lack of members.

We have discussed this and feel perhaps meeting once per month would be more sensible, or meeting twice per month but only arranging speakers once per month, the other week could just be for coffee and a chat or a game of Beetle or a quiz.

Also St Marys centre have requested that we change our meetings to the 1st and 3rd or 2nd and 4th Tuesdays in the month rather than fortnightly, this will give them more flexibility for other user groups.

We still do not have a chairperson and we really need to appoint someone. I had agreed to be treasurer and doing both roles is not ideal for me, although we have agreed to take turns in chairing the meeting there is much more involved than this, and I do not feel capable of doing both posts along with other duty rotas. I propose this year that we do not give to charities but concentrate on "charity begins at home". Our Church needs a lot of work on the tower, approximately £40k therefore I am suggesting that our group give them £500 towards this work. Finally my thanks to Howard Riley for agreeing to come to chair the AGM.

**Susan Robinson** - I took over the role of Chairperson at the Annual Meeting in December 2024, knowing that I had some very big shoes to fill, following on from excellent Chairpersons in the past. I feel both privileged and blessed to be an integral part of this wonderful group. Each member is so precious and brings a special value to each meeting.

During the last few months, we welcomed Jean Green, Kath Dinsdale and Jean Parkinson to the group, with membership now standing at 18. We recently sadly lost Madeline Turner, who was formerly a keen member and greatly involved in the meetings. Kath Rawlinson gave a wonderful insight into both Madeline's life and longstanding friendship with her. Thank you Kath.

2025 brings another full calendar of interesting speakers and events. We are thrilled to be giving donations to the charities linked to the speakers and in doing so will be helping to support their excellent work.

The group is in the throes of planning for the May Fayre (17th May) and it is hoped that this will be a well-attended, joyous event for all, especially families and the Church family, raising monies for Christian Aid, UNICEF and our Church.

Our Summer Outing will be on June 10th, when we have booked to look around Samlesbury Hall, followed by a meal or Afternoon Tea in the Garden Room Eatery.

I would like to thank Anne Binnie, Christine Baker, Jenny Hunter and Janet Blackburn for all their support on the Committee, John Wilkinson at the St Mary's Centre for setting up the Mutual Room, Jenni Carysforth for her tireless support in the Parish Office and to our dear friend Howard Riley for popping on the heating and looking after us. Finally a special thank you to all the ladies for welcoming me into the group and constantly being a source of joy and support. May God guide and richly bless our group as we move through 2025 together.

### ***Magazine Report – Linda Ainsworth***

The Parish Magazine for the church of St Mary Magdalene aims to provide information, seasonal resources, articles and material for reflection to build up our common life, and to reach out to those in the local community, that they may see in it something of the Lord's glory reflected, and desire to know more of Him. Its circulation has declined a little this year because of a fall in numbers of subscribers consequent upon the decline in those attending our Church.

The magazine continues to generate some income from advertising, but we have lost the majority of our half-page ads. Bee Creative, Home Instead, Stones Young and Clitheroe Funerals have all not renewed, a loss of £320, and Affordable Mobility and Brooklyn Guest House have left at a cost of £80. Edward Hacking has retired, and no longer needs to advertise, so the total fall in revenue amounts to £440. This has necessitated an increase in the cover minimum price to 80p and for subscribers to £6 minimum for 10 issues. Thanks go to those advertisers who have stuck with us, and Jenni, our Parish Administrator, has asked for any suggestions as to whom we might approach to advertise in the magazine: please contact her in the parish office if you have any ideas.

Advertising costs remain at £40 for a one-sixth page and £80 for a half-page advertisement for 10



insertions: in the current economic crisis afflicting small businesses, it might well prove counter-productive to raise prices. Annual postal subscriptions are available for £20.

Articles on any subject are always welcome, especially when accompanied by photographs. In order to facilitate editing, contributors are asked to submit articles as Word files, preferably unformatted, rather than PDFs, and any accompanying pictures as separate files not integrated into the text.

Those without word processing facilities may submit articles in longhand to the Parish Office for typing. We look forward to hearing from you.

Thanks are due, as ever, to Patricia Duxbury for the management of subscriber records, with subscriptions going directly to the Parish Office wherever possible, and thanks are also due to her, for her tireless encouragement to subscribers to remember to pick up their magazines in Church.

Jenni has greatly assisted her in her work by updating the subscriber database and me by her work with our advertisers, and our distributors continue to take out the magazines efficiently and in a timely way. I can only thank you all very much for your assistance.

Linda Ainsworth, Editor

April 2025

### **Dates for Your Diary**

**VE Day** – 8<sup>th</sup> May 2025. Preparations are in hand for a celebration in the evening, prior to lighting the town beacon in the castle grounds – choir, bands. sing-a -long etc.

**May Fayre** – Saturday 17<sup>th</sup> May 2025. Donations for the stalls / tombola would be greatly appreciated.

**AOB**

**Next APCM – Date to be arranged - April 2026**

**PCC of St Mary Magdalene,  
Clitheroe - 1139479**

**End Of Year Financial  
Statements**

**Year Ending 31<sup>st</sup> December  
2024**

## Statement of the Responsibilities of the Parochial Church Council

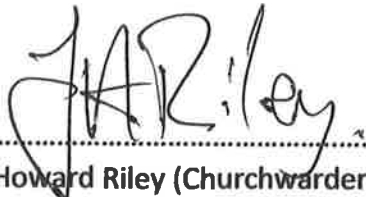
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They have been approved by the Parochial Church Council and authorised for issue on

Date: 8/6/25



John Howard Riley (Churchwarden)



Kenneth John Robinson (Treasurer)

## **Report of the PCC Treasurer 2024**

This year has continued the challenging theme of the last few years. Our Vicar has been on long term sick leave for much of the year, and this has seriously curtailed efforts to grow the church. The number of regular worshippers fell, with a corresponding fall in regular givers. This has had the predictable result of reducing our income.

### **Income**

The budget figure for income in the calendar year 2024 was set at £101,123. This budgeted amount was not met by £15,593. However, the total amount for our income, including items that had no set budget, was £101,122.

We were below budget for planned giving, by 16% compared with the average of the previous four years. This correspondingly reduced the amount of Gift Aid we could claim.

Fundraising events included Ken's Quiz, which raised £900, and we received £350 from the folk concert held in church in November.

Overall, therefore, our income was £4,900 down compared with the previous year.

### **Expenditure**

The budget figure for expenditure was set at £109,514 after the Diocese reduced the parish share request by £10,000. Due to our falling income, payment of the parish share bank standing order of £5,800 was suspended before the October payment, because there was only £4,000 in our current account. However, we did manage to pay the full parish share of £63,414 by the end of the year. We exceeded the budgeted expenditure by £4700 due to replacing the organ humidifier, but we sold shares in the organ maintenance fund to compensate for this. Total actual expenditure for the year was £123,364, an increase of £13,000 over 2023.

Overall, expenditure exceeded income by £22,242. This amount was funded by allowing our bank current account to reduce by a corresponding amount.

There is no leeway to do this again, so other solutions will have to be found if we are to pay the requested parish share of £75,000 in 2025.

### **Assets**

At the end of 2023, our assets in restricted funds amounted to £84,431 and in unrestricted funds £24,790. We sold shares valued at £5,100 during 2024, and after various fluctuations, the share price finished the year strongly, resulting in our assets decreasing in value by only £3,800 overall.

We also had £9886 cash in our Reliance Bank current account.

**St Mary Magdalene Clitheroe Charity No 1139479**

**Statement of Assets and Liabilities**

	<b>As at 31/12/2024</b>	<b>As at 31/12/2023</b>
<b>Fixed Assets</b>		
6435: General Purposes Fund 6003S CB3020561	£ 20,788.46	£ 20,323.29
6440: General Purposes Fund 6001F	£ -	£ -
6445: Sunday School Fund 6002S	£ -	£ -
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6460: Varley Bequest 6001S CB3020560	£ 65,133.87	£ 63,676.42
<b>Total Fixed Assets</b>	<b>£ 102,038.71</b>	<b>£ 104,743.92</b>
<b>Current Assets</b>		
6503: Reliance Bank Current Account	£ 9,886.44	£ 25,244.00
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6530: CCLA Speak Bequest 6003D	£ -	£ -
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6550: CCLA St. Mary's Junior Choir 6005D	£ -	£ -
6560: CCLA Spire Fund 6006D	£ -	£ -
6590: Cash in hand	£ 278.77	£ 331.33
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<b>Total Current Assets</b>	<b>£ 16,282.76</b>	<b>£ 32,077.02</b>
<b>Liabilities</b>		
6699: Agency collections	£ 2,264.54	£ 975.47
Z04: Accounts Payable	£ 7,252.24	£ 1,991.43
<b>Total Liabilities</b>	<b>£ 9,516.78</b>	<b>£ 2,966.90</b>
<b>Net Asset surplus (defecit)</b>	<b>£ 108,804.69</b>	<b>£ 133,854.04</b>
<b>Reserves</b>		
Excess / (Defecit) to date	-£ 22,344.14	-£ 4,091.31
Z01: Starting balances	£ 133,854.04	£ 127,644.37
Z02: Other gains / (losses)	-£ 2,705.21	£ 10,300.98
<b>Total Reserves</b>	<b>£ 108,804.69</b>	<b>£ 133,854.04</b>

**Analysis of income and expenditure**  
**Selected period: 01 January 2024 to 31 December 2024**

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
<b>Incoming resources</b>						
<b><i>Incoming resources from generated funds</i></b>						
0101 - Pledged Gift Aid - Bank	32,111	—	—	—	32,111	33,198
0110 - Pledged Gift Aid - Envelopes	10,232	—	—	—	10,232	11,200
0201 - White Envelopes	6,370	—	—	—	6,370	6,667
0301 - Loose plate collections	5,391	—	—	—	5,391	9,066
0401 - Regular gift days	—	—	—	—	—	—
0410 - Collections from Church wall safe	552	—	—	—	552	376
0420 - Well Court Communion Collection	400	—	—	—	400	400
0430 - Sum Up Donations	104	—	(19)	—	85	235
0501 - One-off Gift Aid gifts	93	—	—	—	93	350
0510 - Donations via QR Code	445	—	—	—	445	—
0520 - Special Donations	2,640	—	—	—	2,640	495
0530 - Website Donations	41	—	—	—	41	348
0540 - Redevelopment Donations	—	—	—	—	—	—
0550 - Donations from appeals	—	—	—	—	—	—
0560 - Small Donations	503	—	—	—	503	2,356
0601 - Tax recoverable on Gift Aid	13,852	—	—	—	13,852	18,428
0701 - Legacies and Bequests	500	—	—	—	500	—
0801 - Recurring grants	—	—	—	—	—	100
08A1 - Non-recurring one-off grants	216	—	—	—	216	—
1360 - Flower Donations	130	—	—	—	130	—
0901 - Other funds generated....events	—	—	—	—	—	94
0902 - Organ Recital Receipts	722	—	—	—	722	352
1210 - Catering	—	—	—	—	—	—
1220 - Fair Trade Stall	—	—	—	—	—	—
1240 - Hire of Church Rooms	2,590	—	—	—	2,590	1,295
1250 - Magazine income - advertising	532	—	—	—	532	320
1260 - Magazine income - sales	967	—	—	—	967	779
1001 - CCLA Investment Income	3,046	—	—	—	3,046	3,015
1015 - Short Term Deposits Interest Retained	—	—	—	—	—	—
1020 - Bank and building society interest	—	—	—	—	—	—
1030 - Rent from lands or buildings	—	—	—	—	—	—
<b><i>Incoming resources from generated funds Totals</i></b>	<b>81,444</b>	<b>—</b>	<b>(19)</b>	<b>—</b>	<b>81,424</b>	<b>89,080</b>
<b><i>Incoming resources from charitable activities</i></b>						
1101 - PCC Fees for weddings and funerals	4,025	—	—	—	4,025	4,140
1102 - Assigned Fees for weddings and funerals	—	—	—	—	—	99
1103 - Clergy Travel to Funerals and Weddings	150	—	—	—	150	129
1230 - Parish Hall Reimbursements	4,468	—	—	—	4,468	4,683
<b><i>Incoming resources from charitable activities Totals</i></b>	<b>8,643</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>8,643</b>	<b>9,051</b>

*There may be minor discrepancies in the totals if the pence are not being shown*

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
<b>Other incoming resources</b>						
1110 - Fees for Bell ringers at weddings	1,200	—	—	—	1,200	1,400
1270 - Salt and Light	—	—	—	—	—	1,196
1280 - Sunday School and Education	—	—	—	—	—	—
1290 - Organ Maintenance receipts	—	—	5,115	—	5,115	31
1310 - Insurance claims	—	—	—	—	—	—
1320 - Surplus - sales of fixed assets	—	—	—	—	—	—
1330 - Printing Services	324	—	—	—	324	253
1350 - VAT Refunds received	—	—	—	—	—	—
1370 - Live Streaming of Services	125	—	—	—	125	—
1400 - Organist & Verger Fees for weddings & fu	3,305	—	—	—	3,305	3,624
1410 - St Leonards Reimbursements	—	—	—	—	—	143
1420 - Chatburn Church Reimbursements	—	—	—	—	—	129
1430 - St Pauls Reimbursements	900	—	—	—	900	989
1500 - Other Sundry Income	84	—	—	—	84	111
<b>Other incoming resources Totals</b>	<b>5,939</b>	<b>—</b>	<b>5,115</b>	<b>—</b>	<b>11,054</b>	<b>7,879</b>
<b>Incoming resources Grand totals</b>	<b>96,026</b>	<b>—</b>	<b>5,095</b>	<b>—</b>	<b>101,122</b>	<b>106,010</b>

## Resources used

### Cost of generating funds

2501 - Magazine expenses	973	—	—	—	973	695
2510 - Fair Trade Stall costs	—	—	—	—	—	—
1710 - Costs of applying for grants	—	—	—	—	—	—
1730 - Costs of fetes & other events	177	—	—	—	177	693
1735 - Organ Recital costs	13	—	—	—	13	—
1740 - Investment management costs	—	—	—	—	—	—
<b>Cost of generating funds Totals</b>	<b>1,163</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,163</b>	<b>1,389</b>

### Charitable activities

1910 - Parish Share	63,414	—	—	—	63,414	51,189
1920 - Clergy Assigned Fees	454	—	—	—	454	810
2101 - Vicars Expenses	—	—	—	—	—	400
2106 - Support Staff Expenses	56	—	—	—	56	54
2120 - Vicarage Council tax	3,318	—	—	—	3,318	(335)
2130 - Vicarage other house expenses	—	—	—	—	—	1,021
2140 - Vicarage Water Rates	—	—	—	—	—	76
2150 - Office Phone	878	—	—	—	878	649
2151 - Vicarage Broadband & Landline Phone	406	—	—	—	406	722
2152 - Church Internet, Website, Zoom etc	1,199	—	—	—	1,199	1,035
2170 - Sunday School and Education	—	—	—	—	—	—
2175 - Payments to Bell Ringers for Weddings	1,200	—	—	—	1,200	1,400
2180 - Organists Honorarium ONLY	2,746	—	—	—	2,746	3,999
2190 - Choir Fees and Expenses	348	—	—	—	348	615
2200 - Salt and Light	—	—	—	—	—	1,075
2301 - Church running - insurance	6,454	—	—	—	6,454	6,144
2320 - Organ / piano tuning	—	—	7,104	—	7,104	911
2330 - Church maintenance & repairs	4,170	—	—	—	4,170	2,462
2331 - Cleaning	161	—	—	—	161	260
2335 - Quinquennial Survey	—	—	—	—	—	—
2340 - Altar and General	1,251	—	—	—	1,251	1,776
2350 - Church Opening Group Expenses	—	—	—	—	—	—

*There may be minor discrepancies in the totals if the pence are not being shown*

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2360 - Printing and Stationery	1,958	—	—	—	1,958	1,389
2370 - Payment to Organist/Verger funeral/weddi	1,880	—	—	—	1,880	3,195
2401 - Church running - electric	1,527	—	—	—	1,527	2,762
2410 - Church running - gas	4,813	—	—	—	4,813	7,423
2420 - Church running - water	376	—	—	—	376	3
2520 - Catering costs	—	—	—	—	—	10
2590 - Parish Hall Rechargeable costs	4,869	—	—	—	4,869	4,683
2650 - Church Equipment for Church	1,027	—	—	—	1,027	1,550
2701 - Church major repairs - structure	—	—	—	—	—	—
2710 - Church major repairs - installation	—	—	—	—	—	—
2715 - Churchyard/garden maintainance	359	—	—	—	359	245
2720 - Church interior and exterior decorating	98	—	—	—	98	281
1801 - Giving to missionary societies	100	—	—	—	100	554
1830 - Giving - relief and development agencies	—	—	—	—	—	32
1850 - Grants	673	—	—	—	673	748
<b>Charitable activities Totals</b>	<b>103,744</b>	<b>—</b>	<b>7,104</b>	<b>—</b>	<b>110,849</b>	<b>97,151</b>
<b>Governance costs</b>						
2601 - Governance costs examination/audit fee	1,124	—	—	—	1,124	1,175
<b>Governance costs Totals</b>	<b>1,124</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,124</b>	<b>1,175</b>
<b>Support Costs</b>						
2001 - Assistant staff costs	2,032	—	—	—	2,032	1,248
2050 - Salary of parish administrator	6,897	—	—	—	6,897	7,345
2741 - Finance System Licence / Maintenance	150	—	—	—	150	—
<b>Support Costs Totals</b>	<b>9,079</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>9,079</b>	<b>8,593</b>
<b>Other resources used</b>						
2380 - Other Sundry Payments	335	—	—	—	335	339
2390 - Write Off	—	—	—	—	—	42
2560 - St Pauls Low Moor Rechargeable costs	327	—	—	—	327	569
2570 - Downham St Leonards Rechargeable Costs	13	—	—	—	13	138
2580 - Chatburn Christ Church Rechargeable Cost	29	—	—	—	29	158
2740 - Bank Charges	441	—	—	—	441	544
<b>Other resources used Totals</b>	<b>1,146</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,146</b>	<b>1,792</b>
<b>Resources used Grand totals</b>	<b>116,259</b>	<b>—</b>	<b>7,104</b>	<b>—</b>	<b>123,364</b>	<b>110,102</b>

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**St Mary Magdalene Clitheroe Charity No 1139479**

**Balance Sheet (Church of England)**

**As at 31st December 2024**

		As at 31/12/2024 £	As at 31/12/2023 £
<b>Fixed Assets</b>			
Investments		£ 102,038	£ 104,743
		<u>£ 102,038</u>	<u>£ 104,743</u>
<b>Current Assets</b>			
Debtors		£ 2,116	£ 2,500
Investments		£ 4,001	£ 4,001
Cash at bank and in hand		£ 10,165	£ 25,575
		<u>£ 16,282</u>	<u>£ 32,076</u>
<b>Liabilities</b>			
Creditors: Amounts falling due in one year		£ 9,516	£ 2,966
<b>Net current assets less current liabilities</b>		<u>£ 6,766</u>	<u>£ 29,110</u>
<b>Total assets less current liabilities</b>		<u>£ 108,804</u>	<u>£ 133,854</u>
<b>Total net assets less liabilities</b>		<u>£ 108,804</u>	<u>£ 133,854</u>
<b>Represented by:</b>			
<b>Unrestricted</b>			
Unrestricted - General Fund	6	£ 25,818	£ 46,408
<b>Designated</b>			
Designated - General Purpose 6001D CB3020559	1	£ 4,001	£ 4,001
<b>Restricted</b>			
Restricted - Organ Maintenance Fund	2	£ 4,458	£ 9,347
Restricted - Varley Income 6006S CB3020563	3	£ 11,658	£ 11,397
Restricted - Agency collections	5	-£ 2,264	-£ 975
<b>Endowment</b>			
Restricted - Varley Bequest 6001S CB3020560	4	£ 65,133	£ 63,676
<b>Funds of the church</b>		<u>£ 108,804</u>	<u>£ 133,854</u>

## **The Future**

We will have another challenging year ahead in our second interregnum during my 3-year period as Treasurer. Our parish share before any Diocesan support we can negotiate is set at £75,000 and our income is likely to fall short of our expenditure by £46,000.

I would like to thank all who assist with the financial dealings of the Church, and to everyone in the congregation who has continued giving via envelopes and standing orders and loose plate collections. Last year I informed Rev Judith of my intention to retire as Treasurer at the APCM in 2026, and that remains the case. I am very willing to assist the new post-holder in any way I can. **Ken Robinson – Hon. Treasurer**

# St. Mary Magdalene Parish Church – Charity No. 1139479

## Independent Examiner's Report For The Year Ended 31 December 2024

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This report on the financial statements of the PCC for the year ended 31 December 2024, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and s. 145 of the Charities Act 2011 ("the Act").

### **Respective responsibilities of the Parochial Church Council and examiner**

As members of the PCC, you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and s. 144 (2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### **Basis of Independent Examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church guidance 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures to the financial statements and seeking explanations from you as trustees 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 connection with my examination, no matter has come to my attention: -

1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and

- to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

Signature: SDH

Name: Stephen Higson

Qualification: A.C.A.

Address: 2 Claremont Avenue  
Clitheroe, Lancs, BB7 1JN

Date: 24 May 2025

**PCC of St Mary Magdalene,  
Clitheroe - 1139479**

**End Of Year Financial  
Statements**

**Year Ending 31<sup>st</sup> December  
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## Statement of the Responsibilities of the Parochial Church Council

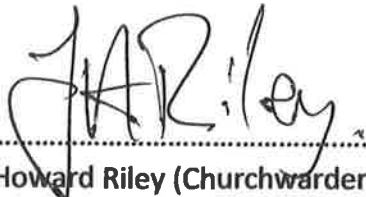
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Kenneth John Robinson (Treasurer)

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<b>Net Asset surplus (defecit)</b>	<b>£ 108,804.69</b>	<b>£ 133,854.04</b>
<b>Reserves</b>		
Excess / (Defecit) to date	-£ 22,344.14	-£ 4,091.31
Z01: Starting balances	£ 133,854.04	£ 127,644.37
Z02: Other gains / (losses)	-£ 2,705.21	£ 10,300.98
<b>Total Reserves</b>	<b>£ 108,804.69</b>	<b>£ 133,854.04</b>



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<b><i>Incoming resources from generated funds</i></b>						
0101 - Pledged Gift Aid - Bank	32,111	—	—	—	32,111	33,198
0110 - Pledged Gift Aid - Envelopes	10,232	—	—	—	10,232	11,200
0201 - White Envelopes	6,370	—	—	—	6,370	6,667
0301 - Loose plate collections	5,391	—	—	—	5,391	9,066
0401 - Regular gift days	—	—	—	—	—	—
0410 - Collections from Church wall safe	552	—	—	—	552	376
0420 - Well Court Communion Collection	400	—	—	—	400	400
0430 - Sum Up Donations	104	—	(19)	—	85	235
0501 - One-off Gift Aid gifts	93	—	—	—	93	350
0510 - Donations via QR Code	445	—	—	—	445	—
0520 - Special Donations	2,640	—	—	—	2,640	495
0530 - Website Donations	41	—	—	—	41	348
0540 - Redevelopment Donations	—	—	—	—	—	—
0550 - Donations from appeals	—	—	—	—	—	—
0560 - Small Donations	503	—	—	—	503	2,356
0601 - Tax recoverable on Gift Aid	13,852	—	—	—	13,852	18,428
0701 - Legacies and Bequests	500	—	—	—	500	—
0801 - Recurring grants	—	—	—	—	—	100
08A1 - Non-recurring one-off grants	216	—	—	—	216	—
1360 - Flower Donations	130	—	—	—	130	—
0901 - Other funds generated....events	—	—	—	—	—	94
0902 - Organ Recital Receipts	722	—	—	—	722	352
1210 - Catering	—	—	—	—	—	—
1220 - Fair Trade Stall	—	—	—	—	—	—
1240 - Hire of Church Rooms	2,590	—	—	—	2,590	1,295
1250 - Magazine income - advertising	532	—	—	—	532	320
1260 - Magazine income - sales	967	—	—	—	967	779
1001 - CCLA Investment Income	3,046	—	—	—	3,046	3,015
1015 - Short Term Deposits Interest Retained	—	—	—	—	—	—
1020 - Bank and building society interest	—	—	—	—	—	—
1030 - Rent from lands or buildings	—	—	—	—	—	—
<b><i>Incoming resources from generated funds Totals</i></b>	<b>81,444</b>	<b>—</b>	<b>(19)</b>	<b>—</b>	<b>81,424</b>	<b>89,080</b>
<b><i>Incoming resources from charitable activities</i></b>						
1101 - PCC Fees for weddings and funerals	4,025	—	—	—	4,025	4,140
1102 - Assigned Fees for weddings and funerals	—	—	—	—	—	99
1103 - Clergy Travel to Funerals and Weddings	150	—	—	—	150	129
1230 - Parish Hall Reimbursements	4,468	—	—	—	4,468	4,683
<b><i>Incoming resources from charitable activities Totals</i></b>	<b>8,643</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>8,643</b>	<b>9,051</b>

*There may be minor discrepancies in the totals if the pence are not being shown*

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
<b>Other incoming resources</b>						
1110 - Fees for Bell ringers at weddings	1,200	—	—	—	1,200	1,400
1270 - Salt and Light	—	—	—	—	—	1,196
1280 - Sunday School and Education	—	—	—	—	—	—
1290 - Organ Maintenance receipts	—	—	5,115	—	5,115	31
1310 - Insurance claims	—	—	—	—	—	—
1320 - Surplus - sales of fixed assets	—	—	—	—	—	—
1330 - Printing Services	324	—	—	—	324	253
1350 - VAT Refunds received	—	—	—	—	—	—
1370 - Live Streaming of Services	125	—	—	—	125	—
1400 - Organist & Verger Fees for weddings & fu	3,305	—	—	—	3,305	3,624
1410 - St Leonards Reimbursements	—	—	—	—	—	143
1420 - Chatburn Church Reimbursements	—	—	—	—	—	129
1430 - St Pauls Reimbursements	900	—	—	—	900	989
1500 - Other Sundry Income	84	—	—	—	84	111
<b>Other incoming resources Totals</b>	<b>5,939</b>	<b>—</b>	<b>5,115</b>	<b>—</b>	<b>11,054</b>	<b>7,879</b>
<b>Incoming resources Grand totals</b>	<b>96,026</b>	<b>—</b>	<b>5,095</b>	<b>—</b>	<b>101,122</b>	<b>106,010</b>

## Resources used

### Cost of generating funds

2501 - Magazine expenses	973	—	—	—	973	695
2510 - Fair Trade Stall costs	—	—	—	—	—	—
1710 - Costs of applying for grants	—	—	—	—	—	—
1730 - Costs of fetes & other events	177	—	—	—	177	693
1735 - Organ Recital costs	13	—	—	—	13	—
1740 - Investment management costs	—	—	—	—	—	—
<b>Cost of generating funds Totals</b>	<b>1,163</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,163</b>	<b>1,389</b>

### Charitable activities

1910 - Parish Share	63,414	—	—	—	63,414	51,189
1920 - Clergy Assigned Fees	454	—	—	—	454	810
2101 - Vicars Expenses	—	—	—	—	—	400
2106 - Support Staff Expenses	56	—	—	—	56	54
2120 - Vicarage Council tax	3,318	—	—	—	3,318	(335)
2130 - Vicarage other house expenses	—	—	—	—	—	1,021
2140 - Vicarage Water Rates	—	—	—	—	—	76
2150 - Office Phone	878	—	—	—	878	649
2151 - Vicarage Broadband & Landline Phone	406	—	—	—	406	722
2152 - Church Internet, Website, Zoom etc	1,199	—	—	—	1,199	1,035
2170 - Sunday School and Education	—	—	—	—	—	—
2175 - Payments to Bell Ringers for Weddings	1,200	—	—	—	1,200	1,400
2180 - Organists Honorarium ONLY	2,746	—	—	—	2,746	3,999
2190 - Choir Fees and Expenses	348	—	—	—	348	615
2200 - Salt and Light	—	—	—	—	—	1,075
2301 - Church running - insurance	6,454	—	—	—	6,454	6,144
2320 - Organ / piano tuning	—	—	7,104	—	7,104	911
2330 - Church maintenance & repairs	4,170	—	—	—	4,170	2,462
2331 - Cleaning	161	—	—	—	161	260
2335 - Quinquennial Survey	—	—	—	—	—	—
2340 - Altar and General	1,251	—	—	—	1,251	1,776
2350 - Church Opening Group Expenses	—	—	—	—	—	—

*There may be minor discrepancies in the totals if the pence are not being shown*

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2360 - Printing and Stationery	1,958	—	—	—	1,958	1,389
2370 - Payment to Organist/Verger funeral/weddi	1,880	—	—	—	1,880	3,195
2401 - Church running - electric	1,527	—	—	—	1,527	2,762
2410 - Church running - gas	4,813	—	—	—	4,813	7,423
2420 - Church running - water	376	—	—	—	376	3
2520 - Catering costs	—	—	—	—	—	10
2590 - Parish Hall Rechargeable costs	4,869	—	—	—	4,869	4,683
2650 - Church Equipment for Church	1,027	—	—	—	1,027	1,550
2701 - Church major repairs - structure	—	—	—	—	—	—
2710 - Church major repairs - installation	—	—	—	—	—	—
2715 - Churchyard/garden maintainance	359	—	—	—	359	245
2720 - Church interior and exterior decorating	98	—	—	—	98	281
1801 - Giving to missionary societies	100	—	—	—	100	554
1830 - Giving - relief and development agencies	—	—	—	—	—	32
1850 - Grants	673	—	—	—	673	748
<b>Charitable activities Totals</b>	<b>103,744</b>	<b>—</b>	<b>7,104</b>	<b>—</b>	<b>110,849</b>	<b>97,151</b>
<b>Governance costs</b>						
2601 - Governance costs examination/audit fee	1,124	—	—	—	1,124	1,175
<b>Governance costs Totals</b>	<b>1,124</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,124</b>	<b>1,175</b>
<b>Support Costs</b>						
2001 - Assistant staff costs	2,032	—	—	—	2,032	1,248
2050 - Salary of parish administrator	6,897	—	—	—	6,897	7,345
2741 - Finance System Licence / Maintenance	150	—	—	—	150	—
<b>Support Costs Totals</b>	<b>9,079</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>9,079</b>	<b>8,593</b>
<b>Other resources used</b>						
2380 - Other Sundry Payments	335	—	—	—	335	339
2390 - Write Off	—	—	—	—	—	42
2560 - St Pauls Low Moor Rechargeable costs	327	—	—	—	327	569
2570 - Downham St Leonards Rechargeable Costs	13	—	—	—	13	138
2580 - Chatburn Christ Church Rechargeable Cost	29	—	—	—	29	158
2740 - Bank Charges	441	—	—	—	441	544
<b>Other resources used Totals</b>	<b>1,146</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,146</b>	<b>1,792</b>
<b>Resources used Grand totals</b>	<b>116,259</b>	<b>—</b>	<b>7,104</b>	<b>—</b>	<b>123,364</b>	<b>110,102</b>

*There may be minor discrepancies in the totals if the pence are not being shown*

**St Mary Magdalene Clitheroe Charity No 1139479**

**Balance Sheet (Church of England)**

**As at 31st December 2024**

		As at 31/12/2024 £	As at 31/12/2023 £
<b>Fixed Assets</b>			
Investments		£ 102,038	£ 104,743
		<u>£ 102,038</u>	<u>£ 104,743</u>
<b>Current Assets</b>			
Debtors		£ 2,116	£ 2,500
Investments		£ 4,001	£ 4,001
Cash at bank and in hand		£ 10,165	£ 25,575
		<u>£ 16,282</u>	<u>£ 32,076</u>
<b>Liabilities</b>			
Creditors: Amounts falling due in one year		£ 9,516	£ 2,966
<b>Net current assets less current liabilities</b>		<u>£ 6,766</u>	<u>£ 29,110</u>
<b>Total assets less current liabilities</b>		<u>£ 108,804</u>	<u>£ 133,854</u>
<b>Total net assets less liabilities</b>		<u>£ 108,804</u>	<u>£ 133,854</u>
<b>Represented by:</b>			
<b>Unrestricted</b>			
Unrestricted - General Fund	6	£ 25,818	£ 46,408
<b>Designated</b>			
Designated - General Purpose 6001D CB3020559	1	£ 4,001	£ 4,001
<b>Restricted</b>			
Restricted - Organ Maintenance Fund	2	£ 4,458	£ 9,347
Restricted - Varley Income 6006S CB3020563	3	£ 11,658	£ 11,397
Restricted - Agency collections	5	-£ 2,264	-£ 975
<b>Endowment</b>			
Restricted - Varley Bequest 6001S CB3020560	4	£ 65,133	£ 63,676
<b>Funds of the church</b>		<u>£ 108,804</u>	<u>£ 133,854</u>

## **The Future**

We will have another challenging year ahead in our second interregnum during my 3-year period as Treasurer. Our parish share before any Diocesan support we can negotiate is set at £75,000 and our income is likely to fall short of our expenditure by £46,000.

I would like to thank all who assist with the financial dealings of the Church, and to everyone in the congregation who has continued giving via envelopes and standing orders and loose plate collections. Last year I informed Rev Judith of my intention to retire as Treasurer at the APCM in 2026, and that remains the case. I am very willing to assist the new post-holder in any way I can. **Ken Robinson – Hon. Treasurer**

# St. Mary Magdalene Parish Church – Charity No. 1139479

## Independent Examiner's Report For The Year Ended 31 December 2024

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This report on the financial statements of the PCC for the year ended 31 December 2024, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and s. 145 of the Charities Act 2011 ("the Act").

### **Respective responsibilities of the Parochial Church Council and examiner**

As members of the PCC, you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and s. 144 (2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### **Basis of Independent Examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church guidance 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures to the financial statements and seeking explanations from you as trustees 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 connection with my examination, no matter has come to my attention: -

1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and

- to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations 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.

Signature: SDH

Name: Stephen Higson

Qualification: A.C.A.

Address: 2 Claremont Avenue  
Clitheroe, Lancs, BB7 1JN

Date: 24 May 2025