

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MATTHEW AND ST LUKE, CHADDERTON

England & Wales · Charity number 1143492

## Details

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Other names	ST MATTHEW AND ST LUKE PCC, CHADDERTON, St Matthews & St Luke Church of England Parish Expenses
Status	Registered
Legal form	Previously excepted
Registered	2011-08-22
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	St. Matthews Church Burnley Lane Chadderton Oldham OL1 2RE
Phone	01616244560
Website	<a href="http://www.stmatthew-stlukechadderton.org.uk">www.stmatthew-stlukechadderton.org.uk</a>

## Activities

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**Objects:** PROMOTING IN THE ECCLESIASTICAL PARISH THE WHOLE MISSION OF THE CHURCH.

**Activities:** Faith activities Church of England

## Classification

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

## Geography

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- Oldham

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-12-31	£79,431	£69,778	-	-
2024-12-31	£97,319	£135,837	-	-
2023-12-31	£100,891	£137,740	-	-
2022-12-31	£132,089	£157,346	-	-
2021-12-31	£147,277	£113,320	-	-

## Trustees

Name	Role	Appointed
ANDREW COLIN COX		2021-04-20
ANN TATTERSALL		2011-07-04
Carole Heeks		2024-05-01
Clare Clark		2016-04-20
David Kenneth Edwards		2023-03-24
GILLIAN BARKER		2011-07-04
Geoff Crossley		2024-04-17
Helen Crabtree		2014-04-28
Jane Wernick		2020-10-28
Jessie Alma Costello		2023-04-24
LYNN EDWARDS		2023-04-24
Leverd Jon-Baptiste		2015-05-01
MARGARET HUGHES		2011-07-04
Max Leigh Butterworth		2020-04-28
PATRICIA WILD		2021-04-20
Rodney Wild		2021-04-20
SYDNEY ROY TATTERSALL		2011-07-04

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# Accounts

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**The Parish of St Matthew and St Luke, Chadderton**

**Annual Report of the Parochial Church Council for the Year Ended 31<sup>st</sup> December 2025**

**Presented to the Parishioners meeting and Annual Church Parochial Meeting on  
Thursday 23<sup>rd</sup> April 2026 at 7.00pm**

Agenda for the Parishioners' and Church Parochial Meetings

The Meeting of the Parishioners

1. Election of Churchwardens

Annual Church Parochial Meeting

1. Apologies for Absence
2. Minutes of the previous APCM
3. Matters Arising
4. Reports for 2025:
  - Vicar
  - Work of the PCC
  - Accounts for the PCC
  - Independent Examiners
  - Gift Aid
  - Reader
  - Safeguarding
  - ALM
  - Grounds Maintenance
  - Churchwardens
  - Deanery Synod
  - Mothers' Union
  - 200 Club
  - Electoral Roll
5. Elections:
  - Parochial Church Councillors
  - Deanery Synod Representatives
  - Independent Examiners
6. Other Business to be notified to the secretary 48 hours before meeting

## **Parish Annual Report**

St Matthew's Church is situated in the Deanery of Oldham and Ashton which is part of the Diocese of Manchester within the Church of England

The correspondence address is c/o 52 Chadderton Fold, Chadderton, Oldham OL1 2RR

### **The Annual Report of the Parish of Chadderton: St Matthew and St Luke for the year 2025**

#### **Administrative Information**

The Parochial Church Council (PCC) is a registered charity with the Charity Commission. Registration number 1143492.

PCC members who have served from 1<sup>st</sup> January 2025 until the date this report was approved are:

<i>Incumbent</i>	The Revd Elizabeth Jane Devall SCP
<i>Reader</i>	Ann Tattersall
<i>ALM</i>	Margaret Hughes
	Ann Emmott – until 31 <sup>st</sup> August 2025
	Lorraine Moore – until 31 <sup>st</sup> August 2025

<i>Wardens:</i>	Helen Crabtree
	Margaret Hughes

#### *Representatives on the Deanery Synod:*

Gillian Barker	PCC Secretary
Margaret Hughes	PCC Treasurer
Roy Tattersall	

<i>Elected Members:</i>	Jon Baptiste	
	Max Butterworth	
	Clare Clark	
	Alma Costello	
	Andrew Cox	
	Geoff Crossley	
	Ken Edwards	
	Lynn Edwards	
	Ann Emmott	until APCM 2025 – 2 <sup>nd</sup> April 2025
	Carole Heeks	
	Lorraine Moore	
	Jane Wernick	
	Rodney Wild	
	Pat Wild	

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representatives Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

## **Bank, Investment, Insurance & Other Details**

The Parish banking is with Lloyds, TSB and Co-Operative banks  
CCLA (Churches, Charities and Local Authorities)  
The Insurers for the Parish are Trinitas  
(Finance details are shown in the financial statements)  
The PCC holds licences from Church Copyright Licensing & the Data Protection Registrar  
Details of Trust Funds attached.

## **Objectives and activities**

St Matthew's PCC has the responsibility of cooperating with the incumbent, the Revd Elizabeth Devall in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church of St Matthew, Chadderton Hall Road, Chadderton.

## **Church attendance**

At the 2025 Annual Parochial Church Meeting the number of people on the Electoral Roll was 100. The average weekly attendance, counted during October was 210. Over 16 years old – 132, under 16 years old – 78.

**Activities and performance follow in the form of various reports as detailed on the front page**

**This report was approved by the PCC on Wednesday 18<sup>th</sup> March 2026 and signed on their behalf by Revd Elizabeth Devall SCP (PCC Chairman)**

Signed:  - 1813126

## Vicar's Report

I have now had the privilege as serving as your parish priest for a full year and would like to thank everyone at St Matthew and St Luke for their continued support to me personally and for the many ways that you serve Christ and contribute to church and parish life.

Particular thanks must go to our amazing churchwardens Maggs Hughes and Helen Crabtree who contribute so much to the life of our parish and whose many hours of work and commitment in so many areas of church life, not least in caring for our building and grounds that often goes unseen or unnoticed. Thanks to Maggs for her work as our Treasurer – a crucially key role. Maggs works hard not only keeping the records and making payments but in ensuring we get the best value for any money we must spend as a church. This year, after the Diocese agreed a more realistic parish share with us and we were thrilled, at the end of the year, to be able to say we had paid this in full. Thanks to Neville Barker in his many and varied roles of Gift Aid Secretary, Electoral Roll Officer and 200 Club administrator. Thanks also to Gillian in her role as PCC Secretary ensuring the smooth running of our meetings and making sure the Vicar is organised!

We were thrilled to be able to appoint a new Safeguarding Officer this year, Karen Butterworth. Huge thanks to Karen for taking on this crucial role within the life of our church.

Worship and prayer are at the heart of our parish life. Throughout 2025, the Sunday liturgy has continued to be revised season by season, using well known hymn tunes or folk tunes to sing parts of the service. Thank you to Garry our organist and musical director and the choir for their support with this and leading us in our singing and worship. For the first time this year we also kept the Season of Creation, from 31 August to 12 October and extended our usual Harvest collection throughout that season. As part of being an ECO Church and in working towards our next award, we used the Creationtide liturgy, hymns and the sermons linked our response to the Gospel to our care of creation too. We also asked our Sunday and Thursday congregations to bring one item each week for the Chadderton Community Church foodbank, as we had also done throughout Lent in 2025. The support of both congregations was amazing. Thank you so much for your generosity.

The Thursday Family Worship continues to be popular with young families, with weekly attendance being consistently over 100. Huge thanks to Maggs Hughes for leading a service of the word for that congregation once each month, which she does in her role as Authorised Lay Minister, and for providing cover for myself when needed. At the Eucharistic services we continue to use the Nursery Rhyme Mass which is designed to encourage participation of all ages. Thanks also to Maggs for keeping the attendance records for Primary and Secondary school admissions and for assisting me with meeting with the families each October to sign the supplementary forms.

Thank you to Ann Tattersall also for her support with leading worship week by week and for her ministry of taking Holy Communion to the sick and housebound. It has been a privilege too to share in this ministry with Ann as we have begun to take Holy Communion into Total Care Chadderton each month together. A huge thanks to all who prepare for worship each week, those who are part of the welcoming team at both services, those who move the furniture, those who serve refreshments, operate the audio-visual equipment and those who read and lead our prayers and to our choir and organist, Garry, for leading us so beautifully in the praise of God.

We held a Commentated Eucharist for the Sunday morning and Thursday evening congregations which helped to explain some of the significance of the actions and prayers in our services. This was well received and helped our congregations to reflect on what we do when gather to worship week by week.

I was excited to be sharing my first Lenten and Holy Week journey with you all at St Matthew and St Luke last year. We hosted a Lenten Quiet Morning one Saturday in Lent for the Mission Community, which was well received by the 8 people who attended.

On Palm Sunday we began our service in the Garden of Remembrance and processed up the hill to Church singing All Glory, Laud and Honour and waving our palm crosses followed by a dramatic reading of the Passion Gospel. Holy Week had begun!

Holy Week reflections using Art by Jez Thomas and Music from Taizé were held at St Matthew's on the Monday evening, Taizé Eucharist at St Anne's on Tuesday evening, Stations of the Cross led by Maggs Hughes was held on the Wednesday evening. These services were held jointly with St Anne's Royton.

The rest of the Holy Week services were able to be held at both churches. A priest colleague presided at St Anne's on Maundy Thursday whilst I presided at St Matthew's. I will alternate this arrangement each year. I would like to thank Gillian and Neville Barker, Jane Wernick and Maggs Hughes for leading the interactive Family Worship on Good Friday morning which was well attended and much enjoyed. I was able to preside at both churches on Good Friday as the services are held at different times. As St Anne's hold their Easter Vigil on Holy Saturday evening, again I was able to preside at the Vigil services at both churches and the Dawn Service of Light early on Easter Day was a new and wonderful experience for me – and the bacon butties for breakfast after the service were much appreciated!

Walking through Holy Week together and celebrating my first Easter with you all at St Matthew's was a real joy! My prayer and hope is that in the future those who have never experienced the liturgy of the church in Holy Week might join us as we walk alongside Jesus and enter into drama, passion sorrow, hope and joy of the week that is central to our faith.

I have had the privilege of accompanying people at the most joyful and sorrowful times of their lives through the ministry of the occasional offices. I have officiated at several funerals and burials of ashes, a wedding, a wedding blessing and many baptisms. The occasional offices continue to present wonderful opportunities for reaching out and sharing the love of Christ with many people who would not usually attend church services. Thank you to all who offer vital support and share in this mission and ministry of the church with these occasional offices such as Vergers, musicians, administrators and welcomers. Special thanks to Jane Wernick in her role as baptism coordinator and being the first point of contact for our baptism families.

Thanks to Gillian and Neville Barker, Maggs Hughes and Jane Wernick for preparing 6 of our young people for their first Holy Communion. The young people enjoyed their time of preparation, and it was wonderful to see them take this step on their journey of faith and to welcome them to the Lord's Table.

In November we commemorated All Souls' Day and Remembrance Sunday and we kept Safeguarding Sunday and ended the church year with a celebration of Christ the King.

In 2025 we held a Blue Christmas service for both churches at St Matthew's, for those who might appreciate a quieter reflective service, such as those who have been bereaved or those experiencing a challenging time for any number of reasons. It has been decided we will host this service each year now at St Matthew's.

We held our second St Nicholas service in December and gifts were given to St Nicholas who in turn, donated the gifts to the Booth Centre. The Booth Centre was extremely grateful for our support.

Our choir had taken part in the BBC Daily Service Christmas Concert at Manchester Cathedral to much acclaim and then they led us so beautifully and movingly at our Christmas Carol Service. The Carol service was a highlight of the Advent/Christmas season and from the feedback we received it brought great joy to many people. Huge thanks to our choir and Garry for all their hard work in getting ready for these events and for leading us so wonderfully.

We had a full house for our Christingle service– thanks to Maggs for leading the service and for the imaginative way she led the packed Crib Service on Christmas Eve too. It was a joy to celebrate the first Eucharist of Christmas at Midnight Mass.

I lead weekly Collective Worship and I am a Governor at St Luke's Primary school, as well as working with St Matthew's School and welcoming them into church for significant services throughout the school and church year. Laura Tebay, the Man Dio Growing Faith Deanery Enabler has also been working in St Luke's school and has introduced Sensory worship once a half term for Key Stage 1 pupils which Maggs and I have supported her with. This has proved to be popular with staff and pupils and the parents who have been invited to attend. It has been a blessing to have Laura working with us in this way.

It is a challenge and a blessing working with 3 church schools (St Anne's Royton also) and being a Governor at 2 of them. I would like to thank Maggs Hughes for all she does in her demanding role as Chair of St Luke's Governors and thanks also to Gillian Barker, Jane Wernick and Clare Clark for all they do as Governors at St Luke's too.

So many people contribute to the life of our church week by week by offering hospitality in a variety of ways. Alma Costello and her team of volunteers do an amazing job with St Matthew's Toddler Group, providing a welcoming and inviting space for young children and their carers. Thanks to Ann Tattersall and her faithful team who prepare and serve food each week at our Luncheon Club and Drop In and offer warm hospitality and company to all our guests. Such an important ministry which helps to combat social isolation. Thanks also to Margaret Lees for running the dressmaking club, a fantastic example of someone sharing their gifts to enrich other people's lives. Huge thanks to Val Prestwich for all that she does in her role as Enrolling Member for Mothers' Union. Thanks also to all involved in the grounds maintenance team who look after our beautiful grounds and church yard – they do an amazing job. Thanks to Max for looking after the church website. Thanks to Derek Seddon who prepares the ground for burials and helps maintain the records for our churchyard. It was a joy to be able to thank Derek for all he does for us, when in October he celebrated 40 years in his job at Oldham Council. Our church always looks beautiful too, especially when adorned with wonderful floral arrangements, thanks to Margaret Rochford.

In November, the final Cancer Research Coffee Morning was held. Iris Last, alongside her branch colleagues have worked tirelessly since 1969 raising funds for Cancer Research and over that time have raised over £800,000. Well done to Iris and her friends and a big thank you for all they have done over those many years and will continue to do now in a different way.

I would like to offer my thanks to Revd Richard Hawkins for his continued support to our parish this last year, not least in covering Sunday worship when I am on annual leave, but also for his friendship and support for me personally.

As part of the Manchester Diocese family, we are called to be a worshipping, growing and transforming Christian presence at the heart of our community here in Chadderton. We have much to look forward to in the coming year as we pray and worship together and discern where God continues to call us to join in His mission in this place. Later this year in April there will be an opportunity at a Deanery Event with Bishop Mark to hear about the emerging Diocesan vision too.

Thank you once again to all who have contributed to the life, worship, ministry and mission of the parish of St Matthew and St Luke.

With love and prayers, Liz

*The Revd Elizabeth Devall*

## **The work of the PCC in 2025**

The full PCC met six times during the year with an average attendance of 70%. The standing committee met as required and minutes of their deliberations were received by the full PCC and discussed where necessary.

The day-to-day work of the PCC is carried out by its members – we are a working PCC and all members are expected to contribute whether on committees or working on specific tasks. Recommendations are discussed and if appropriate ratified at full PCC meetings. This process makes for more focused and strategic discussions and decision making.

At the beginning of the year, Roy Tattersall stepped down as a school Governor for St Luke's primary school after giving many years of service. The school, having reviewed its skills audit, required a Governor with school experience and Jane Wernick, previously deputy headteacher at a secondary school in our parish, took on this role. St Matthew's primary school joined the Cramner trust on the 1st of February. As academy structures are different, the PCC no longer need to fill governor posts, however, all foundation governors were asked if they wished to continue in their role. We were pleased to welcome Laura Tebay, the growing faith deanery worker, to St Luke's school working with a specific year group. This sensory workshop was based on a theme appropriate to the church year consisting of song, prayer, quiet time and craft.

Even though Liz is also vicar at St Anne, Royton, we are two separate parishes. In February members, of both PCCs had a "get to know each other" meeting. Good discussions took place and we agreed that we would keep each other informed of social activities that we put on so that either church would be welcome at any of them.

There have been several challenges throughout the year regarding the graveyard, in particular headstones which do not comply with regulations and complaints regarding items removed from graves. We have worked closely with the diocese and local stonemasons to ensure that anyone requesting a headstone is given the correct information and extra notices were displayed in the graveyard, reinforcing the churchyard regulations of what is and what is not allowed.

We were very thankful that Karen Butterworth agreed to take on the role of Parish Safeguarding Officer. Karen has undertaken the necessary training required to fulfil the role and with the help and support of the PCC will be able to fulfil her responsibilities.

There were a variety of Services held during Lent and throughout Holy week some of which were better attended than others. During Holy week different services were held each day. It was pleasing to see so many attending the Easter Sunday dawn service as well as the 9am Eucharist. For Advent and Christmas, the Mission Community Advent Carol service took place at St Marks. We held the Blue Christmas service, a quiet, reflective, inclusive service for anyone experiencing grief or loss at Christmas time. St Nicholas service where gifts for the Booth Centre were collected. Our Christmas Carol service took place on the 21<sup>st</sup>, it was wonderful to see so many people and the choir did themselves justice, all the hard work paid off. On Christmas Eve at 3pm we had our Crib service and the Midnight Eucharist was at 11:30pm. For the first time we celebrated Creation Tide between the 31<sup>st</sup> of August and the 12<sup>th</sup> of October. During these six weeks we collected donations for the food bank and we were overwhelmed with the generosity shown by members of our congregation. We were able to donate more food than we could have hoped for to the Food Bank who were overjoyed with what they received.

On the social side of things, we had three very different events. In June we held a Mamma Mia singalong where we were able to sing along to the film as well as being treated to traditional Greek Meze during the interval. In August we held our senior's afternoon tea which was thoroughly enjoyed by all who attended. In October we welcomed Royton Ukulele band who treated us to a medley of songs, encouraged audience participation and we even had spontaneous dancing in the aisle!

In October, following a weekend of preparation sessions involving craft activities, Bible work, prayer, and reflection; we welcomed six young people to receive their first holy communion.

It has been a busy and eventful year and we are thankful to members of the PCC and other members of the congregation who have worked our church has adapted to the changing situations. We pray for strength and direction as we prepared to move into a New Year in the knowledge that God has a purpose for us all to ensure this parish is fit for mission and living out our call to share the gospel in faith hope and love

*Gillian Barker*

## **Financial Statements of the Parish of St Matthew and St Luke for the year 2025**

### **Income for general use.**

2025 saw a reduction in giving by standing order which brought in £27,429 (£30,143 in 2024). This was due to people passing away or ceasing to worship with us.

Giving by weekly envelopes decreased to £5,222 (£5,944 in 2024). Cash collections increased to £4,905 (£4,546 in 2024). We had an upturn in people using contactless giving, in particular at baptisms. We can claim tax back for cash and contactless giving via the Gift Aid Small Donation Scheme.

Donations, which include one-off gift aid envelopes increased to £2,461 (2,385 in 2024). Our Thursday morning dressmaking group have always made donations, and I would like to acknowledge £264 given in 2025.

Other activities e.g. refreshments and lunch club, parent and toddler group made surpluses after expenses totalling £2,068.

Our letting income was £471 (£565 in 2024). A reduction, which would have been more significant had we not had £136 from hiring out our space to Future Directions for pantomime rehearsals and performance (final lettings fee received in 2026). Hopefully they will want to use us again, not just for the income, but as this is a link into a service provided for adults with learning difficulties.

Fees from funerals and weddings brought in £7,505 (£9,135 in 2024). £5,047 (£5,592 in 2024) of which is related to the graveyard. An overall reduction as we had fewer funerals / burials but the smaller reduction in grave related fees is due to a increase in requests for burial of ashes.

Recovered gift aid amounted to £9,864 (£11,190 in 2024). The amount we can claim is dependent on giving levels and it is automatically sent towards our parish share by the diocese.

Fundraising for unrestricted funds made a surplus after expenses of £3,105 (£2,880 in 2024), some of which is attributed to our knitters and bakers - thank you.

### **General expenditure.**

The parish share, set by the diocese was £37,500, which we were able to pay in full.

Expenditure for upkeep of services e.g. wine, wafers, candles, admin, printing, and payments to our organist plus licenses, water rate, insurance etc was approximately £1,000 more than in 2024.

The cost of gas and electricity was £1,000 less than in 2024.

Expenditure on council tax, water and vicar's expenses, which we share with St Anne's parish, was £1837.91

It is PCC policy to top-slice the total general income by 10% to pay for minor repairs and maintenance contracts e.g. alarm, boilers, gutters, fire extinguishers, pest control. The 10% came to £6,889, of which £5,663 was spent, with the balance being added to the fabric fund for use in future years for major expenditure.

Upkeep of the churchyard, amounted to £3,298. Thank you to the volunteers, whose hard work maintaining the graveyard means that we are not having to employ a firm to do the work, which we estimate would cost at least £10,000 per annum.

### **Income and expenditure not for general use**

We received a grant of £4,700 from the Benefact Trust towards the cost of the gable end repairs, which will take place in 2026. We are still awaiting decisions from two other grant making bodies.

The cost allocated against major repair work was £2,381, mainly for architect fees related to the gable end repairs.

We replaced the notice board at the main gate at a cost of £1,926 which was paid for from money received from the sale of St Luke's church in 2024.

## **Risk, review, funds and reserves policy.**

It is good practice to maintain a readily accessible balance on unrestricted funds to cover both ordinary running costs and those which arise unexpectedly. The PCC aims to hold between 3 and 6 months running costs in free reserves - at 31<sup>st</sup> December 2025 the balance of free reserves stood at £37,527. This balance does not include any monies that have been designated e.g. legacies or for fabric repairs or those held in the Marianne Hamilton bequest account (see paragraph below).

Funds and related transactions which are considered to be under the control of the PCC are included within these financial statements. In addition there exists an independent registered charity, number 244678, the Marianne Hamilton bequest which was created following the sale of land belonging to the Parish of St Luke. Its purpose is for the improvement of the amenities of the church and for other purposes in the Parish of St Matthew and St Luke.

## **Statement of Trustees Responsibilities**

Charity Law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees have:-

- selected suitable accounting standards and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepared the financial statements on the going concern basis.

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

Margaret Hughes

Parish Treasurer.



Parochial Church Council of ST MATTHEW AND ST LUKE

Statement of Assets & Liabilities at 31st December 2025

**1. ASSETS**

	2025 Unrestricted Funds £	2025 Designated Funds £	2025 Restricted Funds £	TOTAL 2025 £
Current accounts			62	543
TSB business Instant Account	481			
CBF PCC No 1 account *	17,224	7,710	4,700	29,634
CBF PCC No 3 account *	623	31,898	3,622	31,898
St Luke's CBF Account *	25,292	71,008		4,245
MM Rowntrees Charity - held in COIF fund *			3,241	96,300
Marianne Hamilton Account *			7,978	3,241
Investment assets - held in CBF funds *	3,520		2,437	7,978
200 Club current account	338			5,957
<b>TOTAL ASSETS</b>	<b>47,477</b>	<b>110,616</b>	<b>22,040</b>	<b>180,133</b>

\* Held with CCLA with interest and dividends paid to parish accounts. Some funds are managed by Manchester Diocese

**Charities Supported in 2025**

The Children's Society - christingle	£204
Dr Kershaw's Hospice - concert	£240
Medical Aid for Palestine - sponsorship	£287
Child Poverty Action Group - harvest	£104

Approved by the Parochial Church Council on 14th January 2026 and signed on its behalf by.



14/1/26

Parochial Church Council of ST MATTHEW AND ST. LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2025 (Cont)

**2. INCOMING RESOURCES**

	2025	2025	2025	TOTAL
	Unrestricted	Designated	Restricted	2025
	Funds	Funds	Funds	2025
	£	£	£	£
<b>2(a) Voluntary Income</b>				
Planned giving by gift aid	30,964.20			30,964.20
Income tax received (Gift Aid Lite)	9,711.78		152.83	9,864.61
Planned giving not by gift aid	1,687.10			1,687.10
Collections - Cash on plate or contactless	4,905.78			4,905.78
Donations & appeals	2,680.36		886.18	3,566.54
On behalf of other Charities (note 2)			835.87	835.87
	<b>49,949.22</b>	<b>0.00</b>	<b>1,874.88</b>	<b>51,824.10</b>
<b>2(b) Activities for Generating Funds</b>				
Fundraising	3,420.77			3,420.77
Lunches and other refreshments	2,020.35			2,020.35
	<b>5,441.12</b>	<b>0.00</b>	<b>0.00</b>	<b>5,441.12</b>
<b>2(c) Income from Investments</b>				
Dividends and interest	4,214.42		114.40	4,328.82
	<b>4,214.42</b>	<b>0.00</b>	<b>114.40</b>	<b>4,328.82</b>
<b>2(d) Income from Church Activities</b>				
Trading e.g. lettings	471.68			471.68
Fees, statutory and optional	7,505.37		64.00	7,569.37
Parent and Toddler Group	1,313.30			1,313.30
	<b>9,290.35</b>	<b>0.00</b>	<b>64.00</b>	<b>9,354.35</b>

2(e) Other Incoming Resources  
VAT claims  
Grant for Building Repairs

	3,783.14	3,783.14
	4,700.00	
<b>0.00</b>	<b>0.00</b>	<b>3,783.14</b>

**TOTAL INCOMING RESOURCES:**

<b>68,895.11</b>	<b>0.00</b>	<b>10,536.42</b>	<b>79,431.53</b>
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Parochial Church Council of ST MATTHEW AND ST.LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2025(Cont)

	2025		TOTAL
	Unrestricted/ designated Funds £	2025 Restricted Funds £	2025 £
<b>3(a) Cost of Generating Voluntary Income</b> i.e. giving envelopes	169.39	0.00	169.39
<b>3(b) Fund Raising Costs</b> Events expenses	315.01		315.01
	<b>484.40</b>	<b>0.00</b>	<b>484.40</b>
<b>3(c) Church Activities</b>			
Missionary and Charitable Giving (note 2)		835.87	835.87
Diocesan Parish Share	31,000.00		31,000.00
Ministers expenses & vicarage costs	1,837.91		1,837.91
Musicians fees for Church Services	2,400.00		2,400.00
Heat, light, water, telephone	6,350.14		6,350.14
Insurance	2,568.75		2,568.75
Youth and Children's work		195.76	195.76
Parent and Toddler Group	227.25		227.25
Outreach	101.50		101.50
Maintenance of building incl cleaning	7,815.29		7,815.29
Upkeep of services	3,016.52		3,016.52
Church grounds maintenance	3,298.84		3,298.84

Admin costs, photocopier, stationary, postage	2,801.25	2,801.25
Lunches and other refreshments	1,199.41	1,199.41
Major building work	4,307.40	4,307.40
Music	107.91	107.91
Flowers	1,230.00	1,230.00
	<b>62,616.86</b>	<b>62,616.86</b>
	<b>0.00</b>	<b>69,293.80</b>

**3(d) Governance Costs**

<b>TOTAL RESOURCES EXPENDED:</b>	<b>63,101.26</b>	<b>69,778.20</b>
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**4. COSTS RELATING TO FUNERALS & WEDDINGS**

It is the custom of the PCC to charge for the services of organists, vergers and sextons at funerals & weddings, and to pass these fees on to the individuals providing the service. Fees for the Vicar at such events were paid to him as part of his stipend. These costs are correctly netted off against fees received, because the PCC is acting merely as agent. Statutory fees income totalled £3407 in respect of organists, vergers & grave preparation and £3321 in respect of DBF fees.

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2025**

#### **1. ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The financial statements include all transactions for which the PCC is responsible. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

##### **Fund accounting**

Endowment Funds are funds, the capital of which must be maintained; only income arising from investment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. Marianne Hamilton is this type of fund.

Restricted Funds represent donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund. The PCC does not normally invest separately for each fund but when appropriate interest is apportioned to individual funds.

Designated Funds are funds which are not restricted by the donor but which the PCC has agreed to designate to be used in the future for a specific purpose. They remain under the control of the PCC as part of unrestricted funds and could be re-designated at any time in the future at the discretion of the PCC.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes. They include designated funds and free reserves. Free reserves are those funds available to be used at the discretion of the PCC which have not been designated for any particular purpose

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

**NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2025 (Cont)**

### **General Funds**

General Funds represent the amounts available to the PCC to meet its ongoing obligations, based on the assumption that restricted funds are not available for general use.

### **Music fund**

Donations and fees received that are specifically for all aspects of music other than the organist's salary are held in a restricted fund.

### **Flower funds**

Donations received in respect of church flowers are held in a restricted fund to be spent on future flower displays. The balance on hand is sufficient to pay for flowers for the immediate future.

### **Mission**

Various collections are held on behalf of other organisations and these are paid over as soon as practical.

### **Marianne Hamilton Bequest.**

The PCC acknowledges Marianne Hamilton Bequest as an independent Registered Charity, number 244678, which was created following the sale of land belonging to the Parish of St Luke. It's purpose is for improving the amenities of the church and for other purposes in the Parish of St Matthew and St Luke, Chadderton.

## Independent examiner's report to the PCC of St Matthew and St Luke, Chadderton

I report on the financial statements of the PCC for the year ended 31 December 2025, which are set out on pages 01 to 09. This report is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the 1993 Act').

### Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under the Regulations and under section 43(2) of the 1993 Act and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act 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 in 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 of 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 41 of the 1993 Act; and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the 1993 Act and 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.

SIGNED:

NAME:

qualification, if relevant

Address

Date

*Hayward*  
KEITH HAYWARD FCCA  
10 ARNSIDE DRIVE ROCHDALE OL11 5HS  
27.1.2026

## Gift Aid

Thank you, the Parishioners, for the donations you have made in 2025 - whether as a regular committed giving donation or as a single donation and regardless of your tax-paying status.

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2025</b>
<b>RegDonor</b>	£9,267.30	£7,642.92	£8,651.70	£7,509.90	
<b>OneOffs</b>	£83.50	£92.50	£20.00	£15.00	
<b>GASDS</b>	£1,484.70	£1,277.40	£1,290.90	£1,299.27	
<b>Total</b>	<b>£10,835.50</b>	<b>£9,012.82</b>	<b>£9,962.60</b>	<b>£8,824.17</b>	<b>Year Total</b> <b>£38,635.09</b>
			<b>25% refund</b>		<b>£9,659.07</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2024</b>	<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2023</b>	
<b>RegDonor</b>	£10,323.14	£8,143.44	£9,387.00	£8,184.94			<b>RegDonor</b>	£11,271.61	£7,668.48	£9,272.25		£8,644.90
<b>OneOffs</b>	£167.90	£219.00	£124.92	£120.00			<b>OneOffs</b>	£441.53	£543.10	£291.77		£377.96
<b>GASDS</b>	£1,964.06	£1,365.76	£1,331.30	£1,267.14		<b>Year Total</b>	<b>GASDS</b>	£1,357.49	£1,439.22	£1,394.18		£1,946.97
<b>Total</b>	<b>£12,455.10</b>	<b>£9,728.20</b>	<b>£10,843.22</b>	<b>£9,572.08</b>	<b>£42,598.60</b>	<b>Total</b>	<b>£13,070.63</b>	<b>£9,650.80</b>	<b>£10,958.20</b>	<b>£10,969.83</b>	<b>£44,649.46</b>	
			<b>25% refund</b>		<b>£10,649.72</b>				<b>25% refund</b>		<b>£11,162.42</b>	

The Gift Aid year runs in tandem with the Tax Year, though for the purposes of this calendar year report, I detail those donations that we were able to prove an audit trail on, vis: valid name, address and Gift Aid Declaration (held separately or contained on the One-off yellow envelopes). In total we were able to claim back £9659 from the government to contribute to church expenses. This is of course a healthy sum, albeit we cannot ignore the falling trend. Less generous giving possible from the changed congregation cohort. A reflection of the post covid and interregnum eras. (2019 saw more footfall and critically £6k more tax refund/£24k more gross income – different service patterns of 4 per week vs now 2 and then all ad hoc special services solely at St Matthews).

GASDs is a longstanding 'temporary' scheme whereby - regardless of tax-payer status - we can currently claim up to £2000 in a tax year from cash in the weekly collection. If you DO pay tax, may I please ask you instead, to complete a Gift Aid Donation Form available from me and in church. Likewise, if you can commit to regular giving, you strongly consider payment by weekly/monthly standing order, or if not possible, Regular Giving Envelopes available from me and in church.

You will note how the declaration does state it is your responsibility to ensure that you personally (not your joint/shared household) pay sufficient tax to cover all your GiftAided donations - the Revenue do randomly audit! With standard tax-free income unchanged at £12570 per annum, a change in circumstance/tax status can quickly change matters. Do please let me know - on a strictly confidential basis - should your declaration with me need to change at any point. I can then ensure no over-claims are made. Conversely, with the continuing 'fiscal drag' of static tax allowances, you may have now started paying tax again on your total combined income, enabling you to complete a Gift Aid Declaration for me.

Eg £80 per month donation = £960 in a year on which £240 tax is reclaimed by church.

A minimum £13,530 annual income would need earning to incur this 'refunded' £240 tax charge.

In the meantime, please do keep me updated of any changes in your email address, physical address, name or tax-paying status!

*Neville Barker (GiftAidStMatthews@gmail.com)*

## **Reader Ministry**

In my role as Reader Minister, I have helped lead Services in Church, and since Reverend Elizabeth Devall became our Vicar, she has created booklets for both of us to use in our worship on Sundays, where we share the role of leading the congregation in worship.

I have also appreciated for several years, being able to take Bread and Wine to the homes of those who are not able to come to Church on their own, often due to their lack of ability to physically move about. and then I lead the Home Communion Service for them in their home.

Over ten years ago, our vicar Reverend David Penny, came up with the suggestion of a Luncheon Club at Church. This then became a weekly gathering on Tuesdays for anyone who wanted to come along and join us in Church, usually for a Two Course meal. The Luncheon Club has continued ever since, and even now, Susan Tracey and Margaret Rochford and Alma Costello take turns making the main course, virtually every week. Usually, I make the desserts, as I can then sometimes use some of the fruits we grow on our farm to make the desserts. Then people can also choose (if they wish) to stay after lunch and join in various board or card games that we can play. It is good to welcome people to join us, and share a meal, and spend time relaxing and getting to know each other. Quite a few years ago, Reverend David Penny decided that we should go to Total Care in Chadderton and lead a Communion Service there for the residents. This took place at least every two weeks. If David had something else to do that day, then he would ask me to lead the Service.

Now, Reverend Elizabeth Devall has also chosen to lead Communion Services there, and together we go and lead the Communion Service once a month for the Residents and Staff who would like to attend.

As a Reader Minister, which Reverend David Penny suggested I become, it is good to be able to now help Elizabeth, and assist leading at Services, and welcoming people to Church and other activities that they can come and join in with, on our journey of life.

*Ann Tattersall*

## **Safeguarding**

During the period 1st January to 31st December 2025 there has been one disclosure made as follows

- 5/10/25 – reported to the diocese by Rev Liz Devall

Our parish of St Matthew and St Luke, Chadderton is committed to safeguarding children, young people and adults from harm. We follow the House of Bishops guidance and policies. A new nominated Parish Safeguarding Officer was appointed in September 2025 and can be contacted at [stmatthews.PSO@gmail.com](mailto:stmatthews.PSO@gmail.com). Prior to that, the position was vacant. During the vacancy the Diocesan Safeguarding Officer, Abbey Clephane Wilson was able to fulfil this role. She can be contacted at [safeguarding@manchester.anglican.org](mailto:safeguarding@manchester.anglican.org) or by calling 0161 828 1465 or 07384 460958.

The certificate numbers and their issue dates of members of the congregation holding DBS certificates relevant to their role within St Matthew and St Luke's are held on record. This enables us to check when renewals are due. An audit is currently taking place.

All our groups working within St Matthew's are reminded that any new leaders/post holders having contact with children and/or vulnerable adults must have a relevant, current DBS certificates to safeguard all people attending those groups.

The Current Parish Safeguarding Handbook is available online, accessible through the diocesan website.

*Karen Butterworth*

### **Authorised Lay Ministry**

I have been on rota for one Thursday evening Service of the Word per month.

Each Service of the Word has a format of prayer, music, saying sorry, readings, a talk, creed and intercessions but is also quite bespoke as I try to make the services as interactive as possible. You can see a flavour of involvement by the families on the notice board displays in the Narthex.

It is good to report that attendance at these services and the Thursday Holy Communion services led by Liz has stabilised with an average attendance of 100 (roughly 50/50 children and adults).

During Holy Week I led an evening service of Stations of the Cross.

On Good Friday I led the family worship. Thank you to Gillian and Jane for leading groups of families on our Experience Easter outdoors. I also took a ministerial role in the Good Friday liturgy.

In December I led the Christingle service and on Christmas Eve I led the Crib service.

I have continued to put together the slides for the services.

I also set up the church and AV system for the occasions when St Matthew's school come into church for services.

*Margaret Hughes*

### **Grounds Maintenance**

Our small but dedicated maintenance team worked hard in 2025.

We continued our relaxed approach of not having a rota, which enables people to turn up when they have an hour or so to spare and the weather is right.

Whatsapp is used to post where we have cut and to discuss which area needs to be done next. I would like to give a huge vote of thanks to Geoff, Rob and Tony plus Max when back in Chadderton. Thanks also Seb who is doing his Duke of Edinburgh volunteering with us - he is never phased by anything he is asked to do. We were also busy in the memorial garden and thank Jeff Crabtree for mowing this on a regular basis and also discouraging the moles from digging there. Thanks also to Jeff for maintaining the benches and starting to deal with the rotten gatepost at the far side of the field - this has proved to be an arduous task that will have to continue this year.

Thank you to Helen for clearing graves of items that haven't been removed by grave owners e.g. dead Christmas wreaths and items that are not permitted under graveyard regulations.

I also started the task of clearing brambles from the area behind the container as it is my ambition to eventually establish a wildflower meadow there. Work that will continue in 2026.

We also had a splendid bonfire of all the wood from fallen branches and trees but I chose what was possibly one of the hottest days of the year! I have promised not to do that this year.

Last year we took the decision that we could no longer cut the hedges ourselves and paid for a local person to do the task.

Thanks also go to Sue for all her hard work planting and weeding our flowers beds and tubs which look beautiful all year round with spring bulbs and summer flowers making them especially colourful.

We are always happy to welcome new recruits for all the tasks.

*Margaret Hughes*

## Wardens' Report 2025

In September Revd Liz completed her first year with us and I'm sure that everyone will agree that she is a great asset and the changes she has made have been very well received. We thank Liz for leading Worship, her Spiritual Guidance and Ministry of God's word. We also thank Margaret for leading monthly Thursday services and Ann for her role as Reader.

We are very grateful to all our volunteers, whether their help is with warden or sidesperson duty, reading, intercessions, operating AV or lay assisting at our services, making and serving refreshments, running weekly groups, flower arranging, gardening and graveyard maintenance, pew removal and replacement, looking after our website and social media or general handywork. Everyone works very hard and for this we offer our sincere thanks.

All the usual yearly maintenance services have been carried out:

- Kitchen/Choir Vestry Boiler serviced by Modern Plumbing (£70.00).
- Main Church Boiler serviced by J W Moore - flame probe replaced (£293.68).
- Fire extinguishers serviced by Safe I. S. (£78.06).
- AV/hearing loop serviced by Noiseboys as per service agreement.
- Gutters were cleared and one tile on back roof elevation repaired by D Swindell & Sons (£350.00).
- Rodent infestation checks carried out quarterly by Pro-Kill under service contract. Some infestation found and dealt with.
- Gardening Equipment serviced by Ashley Mowers (£1315.17).
- Emergency Lighting serviced by Prolect Security (£180.00).
- Intruder alarm serviced and batteries replaced by Prolect Security (£381.00).

Additional work was carried out as follows:

- Fogarty High Level Maintenance attended to repair mastic and install flashings at the joint between the narthex and choir vestry and to repair the solder joint in the gutter outside the vicar's vestry (£480.00).
- Robinson Preservation attended to deal with wet rot in the vicar's vestry caused by water ingress from a damaged gutter (£384.00).
- A & B Drains attended to deal with blocked drains on two occasions (£144.00 and £120.00).
- The notice board at the main church gate was replaced under List B to include updated information (£1926.00).
- 2 fire extinguishers were replaced by Safe I.S. (£195.00).
- Brass safety handle installed behind the lectern by volunteer under faculty (£25.99 for parts).
- Hardwood bench installed to the side of church to replace broken bench. This was installed In Memory of deceased parishioner and the purchase costs were met by the deceased's family. Installed FOC by volunteer.
- Cistern in small w.c. repaired FOC by member of the congregation (£22.99 for parts).
- Rodent deterrent cover to air brick replaced by Pro-Kill (£30.72).

**(VAT where applicable is included in all prices. Professional fees are recorded separately in the church accounts)**

A private faculty for a reservation for a grave space for two people (Alan & Carole Robinson) was granted.

We held two fundraising events during the year in the form of a Mamma Mia Singalong and a Ukelele Concert, performed by Royton Ukelele Group. These two events were very successful both in terms of enjoyment and fund raising. (Money raised is shown separately in church accounts). Our Seniors' Afternoon Tea which we held in July was also a great success and was enjoyed by all who attended. We thank all the volunteers who helped make these events a success.

We held a bottle raffle in December to raise money for church funds (Money raised is shown separately in church accounts). Prizes were kindly donated by our parishioners and we thank them for these donations.

Our church management system was successfully changed from ChurchDesk to iknowchurch resulting in significant cost savings.

The Inventory and Terrier were updated accordingly.

*Helen Crabtree & Margaret Hughes*

## **Deanery Synod**

The Oldham & Ashton Deanery has continued to navigate a period of notable change throughout 2025. Against a backdrop of financial pressure, shifting attendance patterns, and increasing community need, our parishes have shown resilience, creativity, and a renewed commitment to mission. This report summarizes the key developments, challenges, and achievements across the deanery during the past year.

- Several new incumbents appointed were made.
- Several long-serving clergies have retired after many years of faithful ministry.
- Several clergy members have either moved positions within the Diocese or moved away from the Diocese. We thank them for their faithful ministry.
- Several interim arrangements are put in place to maintain continuity of worship and pastoral care.
- Ongoing vacancies continue to require cross-parish collaboration and shared leadership.
- Average Sunday attendance across the deanery has stabilized after post-pandemic fluctuations, with a few parishes reporting modest growth in family and café-style services.
- Online worship remains part of the mix.
- Confirmation services held candidates from across the deanery.
- Strengthening partnerships with local schools, including assemblies, chaplaincy support, and seasonal services.
- Growth in youth provision, supported by deanery-wide training for volunteers.
- Food banks, warm-space initiatives, and debt-advice partnerships have expanded due to rising local needs.
- Parishes continue to work closely with local councils, charities, and community groups.
- Deanery-wide Lent and Advent initiatives encouraged shared mission.
- Increased visibility at civic events and community festivals.
- Parish Share contributions remain challenging, though several parishes have made considerable progress through stewardship campaigns.
- The deanery continues to support parishes in adopting sustainable financial practices.
- Grants have been secured for building repairs, energy-efficiency upgrades, and community projects.
- Several churches have undertaken carbon-reduction measures in line with diocesan environmental commitments.
- Health & Safety and Safeguarding audits completed across the deanery, with training compliance at a high level.
- Several churches have undertaken carbon-reduction measures in line with diocesan environmental commitments.

Three deanery synod meetings were held in February, June and October covering several topics.

- Focus on diocesan restructuring proposals and the future shape of ministry.
- Presentation on environmental responsibility and Net Zero 2030 progress.
- Discussion in youth ministry, safeguarding updates, and parish share projections.
- Review of deanery finances and mission priorities.
- Guest speaker from the Diocese on new models of lay leadership and collaborative ministry.
- Elections to Diocesan Synod.
- Continued development of the Deanery Mission & Ministry Plan, aligning with diocesan priorities.
- Exploration of new ministry patterns, including:
  - Multi-parish benefices
  - Lay-led worship teams.
  - Shared administrative support.
- Strengthening partnerships between parishes to reduce duplication and increase missional impact.
- Ongoing commitment to training and equipping lay leaders.

2025 has been a year of adaptation, collaboration, and renewed purpose. Despite the challenges facing the Church nationally and locally, the Oldham & Ashton Deanery remains committed to serving its communities, strengthening parish life, and proclaiming the Gospel with hope and confidence.

*Roy Tattersall*

## **Mothers' Union**

Our AGM was held at our January meeting when officers for the branch were elected or re-elected. In February we played a guessing game, items having been placed in socks which we had to identify by touch. A very interesting talk at our March meeting on being 'scam aware' was given by David Hibbert who is a volunteer with Greater Manchester Police. In April another interesting and informative talk was given by Alan Greenwood who told us about his experiences of being a JP and of how they were appointed and of other duties involved. At our meeting in May we had another game based on the television programme Countdown which had been modified to suit our purposes. In June we went on a very long journey walking during the 2020 lockdown to Lindisfarne with our vicar, Rev. Liz Devall and in July we went on another long journey to South America with Clare and Phil Clark. We returned in September after our summer break when we held a quiz. Valerie attended the MU Diocesan Council in October and gave an update of what MU is doing in the diocese and that whilst we are a small branch, we have contributed to helping nearly 5,000 people during the year. A talk had been scheduled for our November meeting but unfortunately the person coming to speak was ill and unable to come so we once again played 'Who Wants to be a Millionaire', our standby game. December saw us playing a game based on the children's game beetle but instead of a beetle we had to build and decorate a Christmas tree. This was followed by our very enjoyable Christmas supper where, as usual, more food than we could eat was provided.

Our branch donations this year were to AFIA (Away from it all) which provides holidays or trips for families in need of a break and to Manchester Projects of which there are quite a few. We held a cake stall in February which enabled us to make donations to Make a Mother's Day and the MU summer appeal. Mothers' Union makes quite an amount of money from the sale of cards and this year the proceeds of our card stall in November, and other cards purchased during the year we have sold over £300s worth. A big thank you goes to our church congregation for supporting the stall.

Whilst there seems to be a general diminishing of members, not just our branch, attending Mothers' Union festivals during the year we were represented at the commissioning of Christine Sharp (previously our Diocesan President) as Provincial President at York Minster, the Archdeaconry Festival in Milnrow and the Advent Carol Service at St Anne's, Manchester. 2026 brings us to the 150<sup>th</sup> anniversary of Mothers' Union so hopefully more of our members will attend the services etc. which are planned for that year.

The good news for our branch is that during the year we had two new members enrolled, bringing us up to 20 but unfortunately one member has transferred her membership to another branch making our total membership 19. The average attendance at our meetings is 10 but again we welcome guests at one or two of our meetings.

Again, I would like to thank the members who undertake various tasks for the branch, the committee and all our members for their support during the year.

Valerie Prestwich

## **200 Club**

2025 saw static participation in the 200 Club, despite continued push on awareness in our outreach work/ability to partake whether based locally or not – permitted by our Local Authority registration of the same.

At the end of December 2025 we had 74 syndicate member lines (*76 December 2024*) each contributing £4 per month. Having sold 914 lines during 2025 (*932 in 2024*), we were able to award £1645.20 across 36 winners in accordance with our constitution. In addition, £2010.80 was paid over to general church funds with regards to ongoing church expenses.

Thank you to each of you who subscribe to the 200 Club, and to those who share its existence with your local friends and neighbours who may want to know how they can help their local church at arms length.

*Neville Barker, Margaret Hughes and Jane Wernick*

*Administrators [StMatthews200Club@gmail.com](mailto:StMatthews200Club@gmail.com)*

*Council Registration number: **Lot0225***

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# Accounts

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**The Parish of St Matthew and St Luke, Chadderton**

**Annual Report of the Parochial Church Council for the Year Ended 31<sup>st</sup> December 2024**

**Presented to the Parishioners meeting and Annual Church Parochial Meeting on  
Wednesday 2<sup>nd</sup> April 2025 at 7.30pm**

Agenda for the Parishioners' and Church Parochial Meetings

The Meeting of the Parishioners

1. Election of Churchwardens

Annual Church Parochial Meeting

1. Apologies for Absence
2. Minutes of the previous APCM
3. Matters Arising
4. Reports for 2024:
  - Vicar
  - Work of the PCC
  - Accounts for the PCC
  - Independent Examiners
  - Gift Aid
  - Reader
  - Safeguarding
  - ALM
  - Grounds Maintenance
  - Churchwardens
  - Deanery Synod
  - Mothers' Union
  - 200 Club
  - Electoral Roll
5. Elections:
  - Parochial Church Councillors
  - Independent Examiners
6. Other Business to be notified to the secretary 48 hours before meeting

## **Parish Annual Report**

St Matthew's Church is situated in the Deanery of Oldham and Ashton which is part of the Diocese of Manchester within the Church of England

The correspondence address is The Vicarage, Mill Brow, Chadderton, Oldham OL1 2RT

### **The Annual Report of the Parish of Chadderton: St Matthew and St Luke for the year 2024**

#### **Administrative Information**

The Parochial Church Council (PCC) is a registered charity with the Charity Commission. Registration number 1143492.

The parish was in interregnum until 25<sup>th</sup> September 2024

PCC members who have served from 1<sup>st</sup> January 2024 until the date this report was approved are:

*Incumbent* The Revd Elizabeth Jane Devall SCP – from 25<sup>th</sup> September 2024

*Reader* Ann Tattersall

*ALM* Margaret Hughes

Ann Emmott

Lorraine Moore

Paula Leech – until 30<sup>th</sup> September 2024

*Wardens:* Helen Crabtree  
Margaret Hughes

#### *Representatives on the Deanery Synod:*

Gillian Barker

Margaret Hughes

Roy Tattersall

PCC Secretary

PCC Treasurer

#### *Elected Members:*

Jon Baptiste

Max Butterworth

Clare Clark

Alma Costello

Andrew Cox

Geoff Crossley

Ken Edwards

Lynn Edwards

Ann Emmott

Carole Heeks

Claire Middlebrook

Lorraine Moore

Jane Wernick

Rodney Wild

Pat Wild

From APCM 2024– 17 April 2024

From APCM 2024– 17 April 2024

From APCM 2024– 17 April 2024

Until APCM 2024– 17 April 2024

From APCM 2024– 17 April 2024

From APCM 2024– 17 April 2024

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representatives Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

## **Bank, Investment, Insurance & Other Details**

The Parish banking is with Lloyds, TSB and Co-Operative banks

CCLA (Churches, Charities and Local Authorities)

The Insurers for the Parish are Trinitas

(Finance details are shown in the financial statements)

The PCC holds licences from Church Copyright Licensing & the Data Protection Registrar

Details of Trust Funds attached.

## **Objectives and activities**

St Matthew and St Luke's PCC has the responsibility of cooperating with the incumbent, the Revd Elizabeth Devall in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church of St Matthew, Chadderton Hall Road, Chadderton.

## **Church attendance**

At the 2024 Annual Parochial Church Meeting the number of people on the Electoral Roll was 194.

The average weekly attendance, counted during October was 194. Over 16 years old – 130, under 16 years old – 71.

**Activities and performance follow in the form of various reports as detailed on the front page**

**This report was approved by the PCC on Wednesday 19<sup>th</sup> March 2025 and signed on their behalf by Revd Elizabeth Devall SCP (PCC Chairman)**

**Signed:**

## **Vicar's Report**

I would like to begin by saying thank you to everyone for their wonderfully generous and warm welcome at St Matthew and St Luke. It is a privilege and honour to serve as your parish priest.

The first nine months of 2024 the Church was still in interregnum and huge thanks must go to the Churchwardens and Church Officers, PCC members, retired clergy and everyone who ensured that worship continued, that the congregations were looked after and that the church buildings, finance and administration was taken care of. There is always a burden of huge responsibility that has to be carried during an interregnum, by Churchwardens in particular, but I know a whole team of people helped to maintain worship, mission and ministry at in the parish of St Matthew and St Luke. Thank you.

Thank you to everyone who prepared for the Welcome Service, those who issued invitations, got the church ready, prepared the music, organised refreshments and so on. It was a wonderful occasion, and guests commented to me what a wonderful welcome they had received and what a beautiful church I had come to. It was a joy to know that St Matthew's PCC had gained an ECO Church Bronze Award just before I was installed as your Vicar and that St Matthew's was already a member of the Inclusive Church network.

From October to December 2024 we managed to fit quite a bit in! I met with the Wardens and the PCC and am grateful for all that they do in the church and community and for their support to me particularly in showing me the ropes at a new church! I know that changing the times of Church services isn't easy and I am so grateful that the service time changes made both at St Matthew's and at St Anne's mean that I am able to lead worship and spend time with congregations at both churches each week. Thank you.

I have been privileged to officiate at baptisms, funerals and a marriage in my first 3 months with you as parish priest. Many non-church goers are welcomed into our churches as guests at occasional offices of baptisms, funerals and weddings. These occasions present great opportunities for reaching out and sharing the love of Christ with those who not normally attend church. Thank you to all who offer vital support and share in this mission and ministry of the church with these occasional offices as Vergers, musicians, with administration and as welcomers.

It has been wonderful to worship with you each week on a Sunday and Thursday and get to know you. New liturgy was introduced at Advent and Christmas in our Sunday worship, using well known hymn tunes or folk tunes to sing parts of the service. Thank you to Garry our organist and musical director and the choir for their support with this and leading us in our singing and worship. Thank you to Ann Tattersall also for her support with leading worship. Thanks to all who are part of the welcoming team, who serve refreshments, operate the audio-visual equipment and those who read and lead our prayers. Thank you also to those whose ministry involves taking Holy Communion to the sick or housebound.

Huge thanks to Maggs Hughes for her support and her ministry at the Thursday evening Family worship and also to the team of welcomers. A revised liturgy was introduced using more of the Nursery Rhyme service when I arrived. The service is designed to encourage participation of all ages. Thank you to Maggs to leading a Service of the Word at least once a month too for that congregation. September saw an increase in numbers attending these services as a new school year began and some St Anne's families transferred to our Thursday evening worship and other new families joined. Most weeks there are more than 100 people in attendance and occasionally as high as 150.

At our Harvest Festival we collected donations for the Food Bank at both our Sunday and mid-week services- thank you for your support. In November we celebrated All Souls' Day, Remembrance Sunday and Safeguarding Sunday and ended the church year with a celebration of Christ the King. We held a Mission Community Advent Carol Service on Advent Sunday - huge thanks to Garry and the choir for helping to lead our worship. It was good to begin the new Church year by worshipping with those from other churches in our mission community. A Blue Christmas service was held at St Anne's and was attended and enjoyed by a number of St Matthew's folk. A St Nicholas service was introduced for the first time and gifts were given to St Nicholas who in turn, donated the gifts to the Booth Centre. The Booth Centre were very grateful. We held a beautiful Christmas Carol service which was much

appreciated by all who attended. Thanks to Maggs for leading the worship at our Christingle Service and our Crib Service. It was a joy to celebrate my first Christmas with you all, beginning at Midnight Mass.

I lead Collective Worship and have become a Governor at St Luke's Primary school. I have been in St Matthew's School and welcomed them back to Church for Harvest, Advent and Christmas services. Thank you to all those at St Matthew's It is a challenge and a blessing to look after 3 church schools (St Anne's Royton also),and I would like to thank all those from Church who work as Governors and help out at the schools when needed.

It is a joy to come to such a vibrant church as St Matthew's with the Toddler Group, the Dressmaking, the Luncheon Club and the Drop In going on each week and the Mothers' Union each month. Huge thanks to Alma Costello, Margaret Lees, Ann Tattersall and Val Prestwich and everyone who helps and supports them each week in their ministry. Thanks also to all involved in the grounds maintenance team who look after our beautiful grounds and church yard and thanks to Derek Seddon who prepares the ground for burials and helps maintain the records for our churchyard. Thanks to Margaret Rochford for the beautiful flowers in church.

Thanks to Maggs Hughes, Ann Emmott and Lorraine Moore for their ALM ministry and Ann Tattersall for her Reader Ministry and all that they do in those roles that contributes so wonderfully to the mission and ministry of our church.

As part of the Manchester Diocese family, we are called to be a worshipping, growing and transforming Christian presence at the heart of our community here in Chadderton. We have much to look forward to in the coming year as we pray and worship together and discern where God is calling us to join in His mission in our community and as we join with our neighbouring churches of St Anne's Royton, St Paul's Royton, St James' Oldham, St Mark's Chadderton and St Gabriel's Middleton Junction as a Mission Community. We will face challenges along the way I am sure but we will face them together and I look forward to the future with hope.

Thank you once again to all who have contributed to the life, worship, ministry and mission of the parish of St Matthew and St Luke.

For all that has been thanks! For all that shall be yes!

*Dag Hammarskjöld*

With love and prayers, Liz

*The Revd Elizabeth Devall*

## **The work of the PCC in 2024**

The full PCC met seven times during the year with an average level of attendance of 72%, standing committee met three times and budget committee met once, minutes of their deliberations were received by the full PCC and discussed where necessary.

The "day to day" work of the PCC is carried out by its members – we are a working PCC, and all members are expected to contribute whether on committees or working on specific tasks. Recommendations are discussed and if appropriate, ratified at full PCC meetings. This process makes for more focussed and strategic discussions and decision-making.

We entered 2025 following 11 months of interregnum knowing that we would continue in this vein for most of the year. We continued to keep our services running as normal with 8.30am and 10.30am Eucharist on a Sunday morning and the 6pm service on a Thursday evening. We were extremely blessed that most of our Sunday morning services were covered by Reverends Richard Hawkins, Ray Morris and Ian Butterworth whilst Margaret our ALM continued to deliver the majority of the Thursday evening services along with Ann our reader emeritus. Our pastoral team with ALM's Ann and Lorraine continues to provide support to those in the parish who needed somebody to talk to.

Whilst in interregnum we are unable to start anything new, however, we did begin the New Year by holding an exciting Beetle Drive which was thoroughly enjoyed by all who attended. Who knew that throwing a dice and drawing a beetle could be so competitive? We were also able to have an afternoon tea as well as a concert by the Caprice clarinet quartet.

In March, the next stage of our interregnum journey continued, the interview of Liz Devall, our preferred candidate. The interview panel consisted of Helen and Gillian (our parish representatives), Area Dean Daniel, Archdeacon David, Bishop Mark and a representative from the King. Following the interview the panel unanimously agreed to offer Liz the position of incumbent at Saint Matthew and Saint Luke and we were pleased that Liz accepted. We were unable to announce this decision until we had formal approval from the King which was received a few months later. Once the announcement was made, the next job for the PCC was to meet with Liz to discuss her vision for our parish. It became clear that neither us nor St Anne (Liz's other parish) would be able to continue with all our services in the same way. It is impossible for Liz to be in two places at one time. Liz made it clear that she wished to spend quality time in both parishes to ensure that neither church felt as second class.

The first obstacle to overcome was Sunday morning and Thursday evening services. It would not be possible to continue with two services at St Matthew on Sunday morning together with the 11am service at St Anne. Also, both family services on Thursday were at the same time. After a lot of discussion, it was agreed that St Matthews would have one sung Eucharist at 9am on Sunday morning with St Anne at 11am. Liz understood that this was a substantial change for St Matthews. It was agreed that St Anne would move their family service to a Wednesday evening allowing our Thursday evening service to remain the same. For congregations to get used to the new times, we started our 9am Sunday services on 1<sup>st</sup> September. Baptisms would move to 1pm on the second Sunday of the month from 2025, again this is to ensure that Liz can complete her service at St Anne and travel safely between the parishes.

PCC meetings will now be held on Wednesdays and Liz will be governor at St Luke's primary school.

Liz's service of welcome and licensing to the parish took place on Wednesday 25th of September and was presided over by Bishop Mark. It was wonderful to see representatives from Liz's other parish as well as members of other churches within the mission community. This was followed by a food and drinks reception and Liz pre presided at first Eucharist on Sunday 29th of September .

To encourage congregations to join in all aspects of the Eucharist service, new settings for the Sanctus and Benedictus together with the Agnus Dei were introduced. They are sung to well-known tunes familiar to the congregation. Eucharistic service would now also start with a processional and a recessional hymn.

Services for Advent and the Christmas season were agreed with a few changes. We held a Mission Community Advent carol service on the 1st of December, a St Nicholas day service on Thursday evening where people brought gifts for distribution to the Booth Centre and our Christmas carol service took place on the 15th of December. On Christmas Eve at 3pm we had our Crib service and our midnight Eucharist at 11:30pm.

It has been a busy and eventful end to the year and we are thankful to the members of the PCC and other members of the congregations, who have worked tirelessly to ensure that our church has adapted to rapidly changing and challenging situations. We pray for strength and direction as we prepare to move into the new year with our new vicar, in the knowledge that God has a purpose for us all to ensure this parish is fit for mission and "Living out our call to share the Gospel in Faith, Hope and Love".

*Gillian Barker*

## Financial Statements of the Parish of St Matthew and St Luke for the year 2024

### **Income for general use.**

2024 saw a slight increase in giving by standing order which brought in £30,143 (£29,211 in 2023).

Giving by weekly envelopes decreased significantly to £5,944 (£10,334 in 2023). Cash collections increased to £4,546 (£3,993 in 2023) and donations, which include one-off envelope decreased to £2,385 (£2,976 in 2022).

Other activities e.g. refreshments and lunch club, parent and toddler group made surpluses after expenses totalling £2,179.

Our letting income was £565 (£336 in 2023).

Fees from funerals and weddings brought in £9,135 (£7,798 in 2023). £5,592 of which is related to the graveyard (see further information regarding graveyard maintenance costs in the expenditure section).

Recovered gift aid amounted to £11,190 (£11,652 in 2023). The amount we can claim is dependent on giving levels and it is automatically sent towards our parish share by the diocese.

Fundraising for unrestricted funds made a surplus after expenses of £2,880 (£3,891 in 2023), some of which is attributed to our knitters and bakers -thank you.

### **General expenditure.**

The parish share set by the diocese was £67,881 and we were able to pay £40,750 which equates to 60.03%. In 2023 we were able to pay 80%.

Expenditure for upkeep of services e.g. wine, wafers, candles, admin, printing, and payments to our organist plus licenses, water rate, insurance etc was at 2023 levels plus an amount for inflation.

The cost of gas and electricity was slightly higher than in 2023.

As we were in interregnum for 9 months of the year there was no expenditure on council tax, water and vicar's expenses for that period. In October we started to pay half vicarage costs and vicars expenses.

£7,152 was expended on routine building maintenance and cleaning.

Upkeep of the churchyard, amounted to £9,735 but that included purchase of a second ride-on mower which cost £5,850 after part-exchanging the tractor. Thank you to the volunteers, whose hard work maintaining the graveyard means that we are not having to employ a firm to do the work, which we estimate would cost at least £10,000 per annum.

### **Income and expenditure not for general use**

We received £10,905 from the sale of St Luke's church land. This has been noted in the main accounts as designated for future mission and ministry and major works.

We replaced the broken projector at a cost of £6,600. We paid £29,810 for the second part of the landscaping of the memorial garden and replacement paths around the north and west sides of the church. The stained glass windows were cleaned and protection renewed at a cost of £18,708.

Funds for the above major items of expenditure came from legacies received over the past few years.

### **Risk, review, funds and reserves policy.**

It is good practice to maintain a readily accessible balance on unrestricted funds to cover both ordinary running costs and those which arise unexpectedly. The PCC aims to hold between 3 and 6 months running costs in free reserves - at 31<sup>st</sup> December 2024 the balance of free reserves stood at £47,732. This balance does not include any monies that have been designated e.g. legacies or for fabric repairs or those held in the Marianne Hamilton bequest account (see paragraph below).

Funds and related transactions which are considered to be under the control of the PCC are included within these financial statements. In addition there exists an independent registered charity, number 244678, the Marianne Hamilton bequest which was created following the sale of land belonging to the Parish of St Luke. Its purpose is for the improvement of the amenities of the church and for other purposes in the Parish of St Matthew and St Luke.

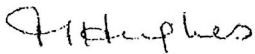
### **Statement of Trustees Responsibilities**

Charity Law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees have:-

- selected suitable accounting standards and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepared the financial statements on the going concern basis.

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

Margaret Hughes



Parish Treasurer.

Parochial Church Council of ST MATTHEW AND ST LUKE

**RECEIPTS AND PAYMENTS ACCOUNT**

For the year ending 31 December 2024

**RECEIPTS**

	Note	2024 Unrestricted Funds £	2024 Designated Funds £	2024 Restricted Funds £	TOTAL 2024 £
Voluntary Income	2(a)	53,808	0	3,869	57,678
Activities for Generating Funds	2(b)	5,336	0	0	5,336
Income from Investments	2(c)	6,380	0	879	7,259
Church Activities	2(d)	11,426	0	0	11,426
Other Incoming Resources	2(e)	0	15,620	0	15,620
<b>TOTAL RECEIPTS</b>		<b>76,951</b>	<b>15,620</b>	<b>4,748</b>	<b>97,319</b>

**PAYMENTS**

	Note	2023 Unrestricted / designated Funds £	2023 Designated Funds £	2023 Restricted Funds £	TOTAL 2023 £
Cost of Generating Voluntary Income	3(a)	120	0	0	120
Fund Raising Costs	3(b)	533	0	0	533
Church Activities	3(c)	76,293	56,927	1,964	135,184
Governance Costs	3(d)	0	0	0	0
<b>TOTAL PAYMENTS</b>		<b>76,946</b>	<b>56,927</b>	<b>1,964</b>	<b>135,837</b>

**EXCESS OF RECEIPTS OVER PAYMENTS**

	4	-41,307	2,785	-38,518
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The notes on the following pages form part of these accounts

Parochial Church Council of ST MATTHEW AND ST LUKE

Statement of Assets & Liabilities at 31st December 2024

	2024 Unrestricted Funds £	2024 Designated Funds £	2024 Restricted Funds £	TOTAL 2024 £
<b>1. ASSETS</b>				
Current accounts	11,527			11,527
TSB business Instant Account	1,702	13,635		15,337
CBF PCC No 1 account *	6,453	25,148		31,601
CBF PCC No 3 account *	500		3,553	4,053
St Luke's CBF Account *	23,653	68,015	1,556	93,224
MM Rowntrees Charity - held in COIF fund *			3,241	3,241
Marianne Hamilton Account *			7,978	7,978
Investment assets - held in CBF funds *	3,520		2,437	5,957
Flowers cash			-72	-72
200 Club current account	378			378
<b>TOTAL ASSETS</b>	<b>47,732</b>	<b>106,798</b>	<b>18,692</b>	<b>173,222</b>

\* Held with CCLA with interest and dividends paid to parish accounts. Some funds are managed by Manchester Diocese

Approved by the Parochial Church Council on 22nd January 2025 and signed on its behalf by *[Signature]*.

Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2024 (Cont)

**2. INCOMING RESOURCES**

	2024	2024	2024	TOTAL
	Unrestricted	2024 Designated	Restricted	2024
	Funds	Funds	Funds	2024
	£	£	£	£
<b>2(a) Voluntary Income</b>				
Planned giving by gift aid	33,061			33,061
Income tax received (Gift Aid Lite)	10,790		260	11,050
Planned giving not by gift aid	3,025			3,025
Collections - Cash on plate	4,546			4,546
Donations & appeals	2,385		2,987	5,372
On behalf of other Charities (note 5)			623	623
	<b>53,808</b>	<b>0</b>	<b>3,869</b>	<b>57,678</b>
<b>2(b) Activities for Generating Funds</b>				
Fundraising	3,413			3,413
Lunches and other refreshments	1,923			1,923
	<b>5,336</b>	<b>0</b>	<b>0</b>	<b>5,336</b>
<b>2(c) Income from Investments</b>				
Dividends and interest	6,380		879	7,259
	<b>6,380</b>	<b>0</b>	<b>879</b>	<b>7,259</b>
<b>2(d) Income from Church Activities</b>				
Trading e.g. lettings	565			565
Fees, statutory and optional	9,135			9,135
Parent and Toddler Group	1,726			1,726
	<b>11,426</b>	<b>0</b>	<b>0</b>	<b>11,426</b>

**2(e) Other Incoming Resources**

VAT claims

4,715

4,715

\*\* Sale of land St Luke's church

10,905

10,905

---

0      15,620      0      15,620

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**TOTAL INCOMING RESOURCES:**

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76,951      15,620      4,748      97,319

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Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2024(Cont)

**3. RESOURCES EXPENDED**

	2024 Unrestricted/ designated Funds £	2024 Designated Funds £	2024 Restricted Funds £	TOTAL 2024 £
<b>3(a) Cost of Generating Voluntary Income</b> i.e. giving envelopes	119.96		0.00	119.96
<b>3(b) Fund Raising Costs</b> Events expenses	533.30			533.30
	<b>653.26</b>	<b>0.00</b>	<b>0.00</b>	<b>653.26</b>
<b>3(c) Church Activities</b>				
Missionary and Charitable Giving (note 5)			622.64	622.64
Diocesan Parish Share	40,750.17			40,750.17
Ministers expenses & vicarage costs	803.61			803.61
Musicians fees for Church Services	2,400.00			2,400.00
Heat, light, water, telephone	7,076.47			7,076.47
Insurance	2,502.92			2,502.92
Youth and Children's work	131.76			131.76
Parent and Toddler Group	225.71			225.71
Outreach	77.00			77.00
Maintenance of building incl cleaning	7,151.78			7,151.78
Upkeep of services	3,895.37			3,895.37
Church grounds maintenance	8,734.57	1,000.00		9,734.57

	Admin costs, photocopier, stationary, postage	1,299.16		1,299.16
	Lunches and other refreshments	1,244.54		1,244.54
	Funds held for needy of the parish		91.04	91.04
**	Upgrade AV system	6,601.87		6,601.87
**	Major building work	19,331.37		19,331.37
**	Memorial garden	29,993.68		29,993.68
	Music		0.00	0.00
	Flowers		1,250.00	1,250.00
		<b>76,293.06</b>	<b>1,963.68</b>	<b>135,183.66</b>

### 3(d) Governance Costs

**TOTAL RESOURCES EXPENDED: 76,946.32 56,926.92 1,963.68 135,836.92**

\*\* Funds for Major building work, memorial garden ,and AV upgrade taken from designated legacies and donations in memory.

### 4. COSTS RELATING TO FUNERALS & WEDDINGS

It is the custom of the PCC to charge for the services of organists, vergers and sextons at funerals & weddings, and to pass these fees on to the individuals providing the service. Fees for the Vicar at such events were paid to him as part of his stipend. These costs are correctly netted off against fees received, because the PCC is acting merely as agent. Statutory fees income totalled £6371 in respect of organists, vergers & grave preparation and £4111 in respect of DBF fees .

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2024**

#### **1. ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The financial statements include all transactions for which the PCC is responsible. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

##### **Fund accounting**

Endowment Funds are funds, the capital of which must be maintained; only income arising from investment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. Marianne Hamilton is this type of fund.

Restricted Funds represent donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund. The PCC does not normally invest separately for each fund but when appropriate interest is apportioned to individual funds.

Designated Funds are funds which are not restricted by the donor but which the PCC has agreed to designate to be used in the future for a specific purpose. They remain under the control of the PCC as part of unrestricted funds and could be re-designated at any time in the future at the discretion of the PCC.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes. They include designated funds and free reserves. Free reserves are those funds available to be used at the discretion of the PCC which have not been designated for any particular purpose

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2024 (Cont)**

#### **General Funds**

General Funds represent the amounts available to the PCC to meet its ongoing obligations, based on the assumption that restricted funds are not available for general use.

#### **Music fund**

Donations and fees received that are specifically for all aspects of music other than the organist's salary are held in a restricted fund.

#### **Flower funds**

Donations received in respect of church flowers are held in a restricted fund to be spent on future flower displays. The balance on hand is sufficient to pay for flowers for the immediate future.

#### **Mission**

Various collections are held on behalf of other organisations and these are paid over as soon as practical.

#### **Marianne Hamilton Bequest.**

The PCC acknowledges Marianne Hamilton Bequest as an independent Registered Charity, number 244678, which was created following the sale of land belonging to the Parish of St Luke. It's purpose is for improving the amenities of the church and for other purposes in the Parish of St Matthew and St Luke, Chadderton.

## Independent examiner's report to the PCC of St Matthew and St Luke, Chadderton

I report on the financial statements of the PCC for the year ended 31 December 2024. This report is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the 1993 Act').

### Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under the Regulations and under section 43(2) of the 1993 Act and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act 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 in 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 of 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:

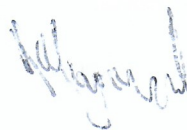
(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the 1993 Act and 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.

SIGNED:



NAME:

KEITH HAYWARD FCCA

qualification, if relevant

Address

35 BROADWAY ROYTON OLDHAM O42 5DD

Date

20.2.2025

## Gift Aid

Thank you, the Parishioners, for the donations you have made in 2024 - whether as a regular committed giving donation or as a single donation and regardless of your tax-paying status.

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2024</b>
<b>RegDonor</b>	£10,323.14	£8,143.44	£9,387.00	£8,184.94	
<b>OneOffs</b>	£167.90	£219.00	£124.92	£120.00	
<b>GASDS</b>	£1,964.06	£1,365.76	£1,331.30	£1,267.14	
<b>Total</b>	<b>£12,455.10</b>	<b>£9,728.20</b>	<b>£10,843.22</b>	<b>£9,572.08</b>	<b>Year Total</b>
			<b>25% refund</b>		<b>£10,649.72</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2023</b>
<b>RegDonor</b>	£11,271.61	£7,668.48	£9,272.25	£8,644.90	
<b>OneOffs</b>	£441.53	£543.10	£291.77	£377.96	
<b>GASDS</b>	£1,357.49	£1,439.22	£1,394.18	£1,946.97	
<b>Total</b>	<b>£13,070.63</b>	<b>£9,650.80</b>	<b>£10,958.20</b>	<b>£10,969.83</b>	<b>Year Total</b>
			<b>25% refund</b>		<b>£11,162.42</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2022</b>
<b>RegDonor</b>	£12,260.89	£8,790.10	£9,867.65	£9,837.40	
<b>OneOffs</b>	£460.30	£495.95	£602.39	£475.84	
<b>GASDS</b>	£3,170.90	£2,033.71	£2,518.17	£2,090.63	
<b>Total</b>	<b>£15,892.09</b>	<b>£11,319.76</b>	<b>£12,988.21</b>	<b>£12,403.87</b>	<b>Year Total</b>
			<b>25% refund</b>		<b>£13,151.57</b>

The Gift Aid year runs in tandem with the Tax Year, though for the purposes of this calendar year report, I detail those donations that we were able to prove an audit trail on, vis: valid name, address and Gift Aid Declaration (separately held, or contained on the One-off yellow envelopes). In total we were able to claim back £10650 from the government to contribute to church expenses. This is of course a tremendous sum, albeit we cannot ignore the falling trend. Some £5000 less than the pre-covid year of 2019, and even £2000 less than we recovered during the covid years of 2020 & 2021. Ie *Less gross claimable income of £8000 per annum than we managed during covid.*

This reflects the harsh practical reality of upheaval of interregnum, reduced footfall with our 2 vs 4 weekly services, and congregation lost from the parish and to ill health and death. Anecdotally, replacement individual donor giving is not being seen at the lost individual donor giving levels. Unfortunately, our expenses have not tailed off with the income trends – sharing the burden of competing for constrained congregational income in their respective hierarchy of needs.

GASDs is a longstanding 'temporary' scheme whereby - regardless of tax-payer status - we can currently claim up to £2000 in a tax year from cash in the weekly collection. If you DO pay tax, may I please ask you instead, to complete a Gift Aid Donation Form available from me and in church. Likewise, if you can commit to regular giving, you strongly consider payment by weekly/monthly standing order, or if not possible, Regular Giving Envelopes available from me and in church.

You will note how the declaration does state it is your responsibility to ensure that you personally (not your joint/shared household) pay sufficient tax to cover all your GiftAided donations - the Revenue do randomly audit! With standard tax-free income unchanged at £12570 per annum, a change in circumstance/tax status can quickly change matters. Do please let me know - on a strictly confidential basis - should your declaration with me need to change at any point. I can then ensure no over-claims are made. Conversely, with the continuing 'fiscal drag' of static tax allowances, you may have now started paying tax again on your total combined income, enabling you to complete a Gift Aid Declaration for me.

Eg £80 per month donation = £960 in a year on which £240 tax is reclaimed by church.

A minimum £13,770 annual income would need earning to incur this 'refunded' £240 tax charge.

In the meantime, please do keep me updated of any changes in your email address, physical address, name or tax-paying status!

*Neville Barker (GiftAidStMatthews@gmail.com)*

## **Reader Ministry**

Since our last A.G.M., I have been pleased to help the Vicars that have led our Services in Church since Revd. David Penny departed in Jan 2023. I would especially like to say "Thank you" to Reverend Richard Hawkins, as he was the one who was most available to lead us during our Interregnum.

It has also been a pleasure to work with Revd. Liz Devall since she became our Minister, as I assist with leading the Services in Church that she has composed, using a variety of options for the different Services during the Church's year.

On Tuesdays I have also continued to assist with the Luncheon Club that Revd. David Penny suggested we have every week, and which began over ten years ago. We are recognised as a "Place of Welcome" for all who come and spend time with us, as we chat together, have a meal, and usually play a board game or card game afterwards, before departing around about 3.00pm.

I also wish to thank Margaret Rochford who has also been part of our team at the Luncheon Club for over 10 years, and to Susan Tracey and Alma Costello who also joined us later on, taking turns to make the main course of the Lunch, and helping with the cooking, serving and cleaning up afterwards. We are also grateful for Harry Mullins, who now brings to Church or takes home afterwards in his car, those who need help to travel to and from Church, so that they can join us.

Finally, I am pleased to be able to visit those who are not able to travel to Church on their own for Services, but I can take Home Communion to them and hopefully help them recognise that God is always with us, even in times of difficulty, as we pray together to Him.

*Ann Tattersall*

## **Safeguarding**

During the period 1st January to 31st December 2024 there were no notifiable disclosures or causes for concern.

Our parish of St Matthew and St Luke, Chadderton is committed to safeguarding children, young people and adults from harm. We follow the House of Bishops guidance and policies. We currently do not have a nominated Parish Safeguarding Officer and until we make an appointment to this role the Diocesan Safeguarding Officer, Abbey Clephane Wilson continues to fulfil this role. She can be contacted at [safeguarding@manchester.anglican.org](mailto:safeguarding@manchester.anglican.org) or by calling 0161 828 1465 or 07384 460958. You may also contact myself as the Vicar or the churchwardens.

The certificate numbers and their issue dates of members of the congregation holding DBS certificates relevant to their role within St Matthew and St Luke's are held on record. This enables us to check when renewals are due.

All our groups working within St Matthew's are reminded that any new leaders/post holders having contact with children and/or vulnerable adults must have a relevant, current DBS certificates to safeguard all people attending those groups.

The Current Parish Safeguarding Handbook is available online, accessible through the diocesan website.

*The Revd Elizabeth Devall*

### **Authorised Lay Ministry**

During the interregnum I continued to lead most Thursday evening Service of the Word worship with Ann leading those that I didn't do. Since Liz started her ministry I have been on rota for one Thursday service per month.

Each Service of the Word has a format of prayer, hymns, confession, readings, a talk, creed and intercessions but is also quite bespoke as we try to make the services as interactive as possible.

It is a pleasure to report that attendance at these services and the Thursday Holy Communion services led by Liz has increased with a regular attendance of 120 and the occasional high of 150 (roughly 50/50 children and adults).

During Holy week I led an evening service of Stations of the Cross and the family worship on Good Friday morning. I also took a ministerial role in the Good Friday liturgy.

In December I led the Christingle service and on Christmas Eve I led the Crib service.

From Advent, I also put together the slides for the new service formats and continue to add each week's hymns.

I also continued the task of liaison with St Matthew's school for the occasions when they come into church for services and I led the Year 6 joint leavers service, attended by pupils from St Luke and St Matthew.

*Margaret Hughes*

### **Grounds Maintenance**

We had a small but dedicated maintenance team in 2024. We part exchanged the little used tractor for a second ride-on mower so more than one person can be cutting at the same time.

We continued our relaxed approach of not having a rota, which enables people to turn up when they have an hour or so to spare and the weather is right. However, an hour often stretches into a few hours as the ride-on mowers are fun to use!

WhatsApp is used to post where we have cut and to discuss which area needs to be done next. I would like to give a huge vote of thanks to Geoff, Rob and Tony plus Max when back home. Thanks also to Anne M for tacking the mowing of the field which is neither easy nor quick. Not forgetting Gavin, Louisa, Alastair and Sebastian plus new recruit Matthew who undertook the annual mammoth task of cutting the hedges.

Thank you also to Jeff for hand mowing the memorial garden, cutting up and moving fallen trees and raking up leaves. And to Helen for clearing graves of items that haven't been removed by grave owners e.g. dead Christmas wreaths and items that are not permitted under graveyard regulations.

Thanks also go to Sue for all her hard work planting and weeding our flowers beds and tubs which look beautiful all year round with spring bulbs and summer flowers making them especially colourful.

We are always happy to welcome new recruits for all the tasks.

*Margaret Hughes*

## Wardens' Report 2023

For the first three quarters of the year, we remained in interregnum, and we have again been extremely lucky to have had almost all of our services covered by retired clergy and clergy from other parishes. Gillian continued to work very hard to arrange cover for these services and for this we owe her a massive thank you. We also owe our grateful thanks to the visiting clergy themselves.

Our thanks go to Margaret and Ann who continued to step in to cover the services that could not be covered by visiting clergy, mainly the Thursday All Age Service. Margaret continued to work very hard with our schools acting as liaison and arranging services and activities held in church. As well as Margaret and Ann we are thankful for our other ALMs, Ann and Lorraine who have provided pastoral care to those unable to attend church services in person.

We are very grateful to our other volunteer teams without whose help we could not operate:

- Our dedicated Deputy Wardens, Sidespersons and Welcomers who provide valuable assistance during our services.
- Our volunteers who run our weekly events and groups.
- Our flower arranging, gardening and graveyard maintenance teams.

All of them work very hard and for this we offer our sincere thanks.

All the usual yearly maintenance services have been carried out:

- Kitchen/Choir Vestry Boiler serviced by Modern Plumbing (£128.00).
- Main Church Boiler serviced by J W Moore (228.00).
- Fire extinguishers (£75.30).
- AV/hearing loop serviced by Noiseboys as per service agreement.
- Mole traps were set by Pro-Kill and moles were caught (£321.60).
- Gutters were cleared and a small section of roof tiles secured by D Swindell & Sons (£350.00).
- Rodent infestation checks carried out quarterly by Pro-Kill under service contract. Some infestation found and dealt with.
- Gardening Equipment serviced by Ashley Mowers (£1018.00).
- Emergency Lighting serviced by Barlow's Electrical (£168.00).

Additional work was carried out as follows:

- Faulty pressurisation unit on the main boiler was replaced by J W Moore (£795.90).
- Mastic between narthex roof and adjoining wall had perished and was replaced by Heritage Conservation (FOC).
- Preventative work recommended by architect to rooves also carried out by Heritage (FOC).
- Power Surge Protection installed by Barlow's Electrical (£954.00).
- Remedial Work advised at the 5-year electrical check was carried out by Barlow's Electrical (£690.26).
- Faulty projector was replaced by Noiseboys (£6,600.00).
- Trunking added to cabling that was left uncased when additional sockets were added to nave (£31.74 - Labour FOC).
- Electrical sockets in narthex and on balcony were repaired by Ullmer Electrical Ltd (£48.00)
- 5 Aluminium signs were installed at churchyard entrances stating that dogs must be kept on leads in churchyard (£225.60).
- Graveyard map replaced to include Garden of Remembrance/Tranquillity Garden (£295.20)
- 2 churchyard benches replaced in churchyard - paid for by families of deceased parishioners.
- Stained and coloured glass window protection throughout church replaced by Charles Lightfoot as recommended during last QI (£18,708.00).
- Our Garden of Remembrance/Tranquilly Garden was completed and four new benches installed by Evergreen Landscapes (£26,620.00). The garden was blessed by Revd Canon Richard Hawkins and we offer our thanks to Richard for his blessings.
- Slippy and uneven paths and cracked paving around the church were replaced by Evergreen Landscapes (£13,190.00).
- Dead Hawthorn tree in area D fell during bad weather.
- Two new trees were planted in area F to replace two handkerchief trees that had died - paid for by families of deceased parishioners.
- Deep clean of the church was carried out over 3 days at £13.00 per hour.
- Carpets cleaned by volunteers (FOC).
- Pipe in small w.c. repaired by volunteers (£15.00 - Labour FOC).

- Lock replaced on top safe in vicar's vestry by Lancashire Safes (£108.00).
- Prolect Security attended on different occasions to replace faulty batteries and door contact (£156.00), circuit board replaced under warranty.
- Wooden gate between church and school retreated and latch replaced by volunteers (£4.78 -Labour FOC).

**(VAT where applicable is included in all prices. Professional fees are recorded separately in the church accounts)**

There has been water ingress into narthex, also into vicar's vestry causing wet rot. Awaiting remedial work to be carried out.

St Luke's Church car park was sold for £10,905.00.

A white marble wedge installed without permission was removed from the churchyard under private faculty.

We held two fundraising events during the year in the form of a Beatle Drive in January and a Wind Concert in December, performed by Caprice Quartet. These two events were very successful both in terms of enjoyment and fund raising for the church. (Money raised is shown separately in church accounts). Our Seniors' Afternoon Tea which we held in November was also a great success and enjoyed by all who attended. We thank all the volunteers who helped make these events a success.

We held a raffle in December to raise money for church funds (Money raised is shown separately in church accounts). Prizes were kindly donated by our parishioners.

The inventory and Terrier were updated accordingly.

At the end of September, we were very pleased to welcome our new Vicar, Revd Elizabeth Devall and we thank Liz for leading us in Worship and for her Spiritual Guidance and Ministry of God's Word.

*Helen Crabtree & Margaret Hughes*

## **Deanery Synod**

Area Dean: - Daniel Ramble  
Lay Chair: - Liz Dent  
Deanery Lay Secretary: - Barbara Micklethwaite  
Deanery Treasurer – Jan Ratcliffe  
Transformation Officer - John Evans Deanery

To stay fully informed about everything that's happening in Manchester Diocese, you can sign up to receive the weekly E-news by following this link - [Sign up for Manchester Diocese E-news](#)

The Deanery convened multiple times during the year, though attendance was lower than expected. Some meetings were held in person, but due to the Deanery's large geographical area, suitable meeting locations were limited. Other sessions utilized a hybrid format, combining online participation with in-person attendance. Each format presented its own challenges. For online meetings, issues included intermittent internet connectivity and speakers occasionally moving out of microphone range. In-person meetings posed travel difficulties for some delegates, particularly those from the older generation, who faced both travel and internet accessibility challenges. Despite these obstacles, the Diocese continues to explore methods to enhance participation and engagement among delegates. The Deanery has integrated multiple formats to accommodate all delegates, striving for inclusivity despite the generational and technological divides. While these meetings largely serve to disseminate information, they are still crucial for addressing key issues and ensuring representation within the Diocesan Synod.

The meetings are of an information giving exercise with little or no decision being taken. At the last meeting, decisions were taken to choose representatives for the Diocesan Synod. 3 out of the 4 places were filled. Geoffrey Dent, Deborah Warrington and Jo Korney were elected.

Financial updates are presented, an overall picture there is a Parish share shortfall of £1.8 million pounds. This is causing financial problems; the sale of housing stock and other assets is helping with the shortfall. Parishes who have contributed towards Deanery expenses of £30.00 are thanked for their contribution.

A Presentation was made by Area Dean Daniel Ramble on Growing Churches for all Generations. There was a growth in numbers attending churches. This resulted in group discussions and feedback.

Growing Faith, new opportunity and building on learning from 2024.

An example of this was highlighted in the Diocesan newsletter.

St Anne's CE Primary School Royton continue to flourish as a school/church community and "Arty Annies Creative Worship Sessions" are very much part of the vision for the school and its spirituality and collective worship time. We have a dedicated group of young people that come together to worship and respond creatively to a particular Bible story or verse.

Additionally, the commitment to fostering environmental stewardship through the Eco-Church initiative has been commendable, as demonstrated by the bronze award achieved by St. Matthews and St. Lukes. The congregation's collective support is vital for sustaining these initiatives and ensuring that the impact of their efforts reaches every corner of the community.

*Roy Tattersall*

## **Mothers' Union**

Our year began with the AGM in January when our Branch Leader/Secretary, Treasurer and Auditor were all reappointed. Susan Matthews and Margaret Rochford both agreed to continue on the committee for a further three years. In February Mavis Booth told us the history of Shrove Tuesday and this was followed by us being served a chocolate pancake. Our March meeting took the form of a quiz and in April Gillian and Neville Barker took us on a wonderful safari showing us numerous pictures of their recent trip. The May meeting turned out to be quite hilarious with 'Name that Tune' organised by our church organist, Garry Johnson. Lesley Walker entertained us in June reading poems she has written which are all based on various events in her life. July being the last meeting before our summer break we just chatted with our friends and enjoyed a sharing supper. The speaker arranged for September let us down so we relied on the old faithful 'Who Wants to be a Millionaire'. October was a very interesting meeting with Rev Daniel Burton telling us about the work of the charity ABCD (Action around Bethlehem Children with Disability), a charity he is very much involved with. In November we made Christmas Cards under the supervision of Mavis Booth and again our musical knowledge was tested with Garry Johnson arranging 'Name that Christmas Tune'. We all knew the tunes but could we think of the titles. This was followed by our Christmas supper.

Donations were again made to the Make a Mother's Day and Summer of Hope appeals. We had our annual card stall in November and with Baptism and Mothering Sunday cards our branch sold a good £200s worth of cards with the profits going to Mother's Union projects. It has been disappointing that we never received any feedback regarding the Bags of Love we have provided to our two church schools and in view of this it was decided to discontinue this and any money saved put to other projects. Our Branch was represented at the Archdeaconry Festival at Bamford, the end of triennial service at Manchester Cathedral and the Advent Carol Service at St Anne's Manchester.

Unfortunately due to one or two people not renewing their membership and the sad deaths of two others our membership now totals 18, two of whom are indoor members and a third one wishing to become an indoor member. Attendance at meetings is averaging slightly below 9 but it has been pleasing to see that guests have attended at six of our meetings.

Finally I would like to thank those members who undertake tasks on behalf of the branch, the committee and all our members for their support and particularly those who organised the branch meetings that I was unable to attend due to health issues.

Valerie Prestwich

## **200 Club**

2024 saw good participation in the 200 Club, with continued awareness/ability to partake whether based locally or not – permitted by our Local Authority registration of the same.

At the end of December 2024 we had 76 syndicate member lines (*72 December 2023*) each contributing £4 per month. Having sold 932 lines during 2024 (*842 in 2023*), we were able to award £1677.60 across 36 winners in accordance with our constitution. In addition, £2050.40 was paid over to general church funds with regards to ongoing church expenses.

Thank you to each of you who subscribe to the 200 Club, and to those who share its existence with your local friends and neighbours who may want to know how they can help their local church at arms length.

*Neville Barker, Margaret Hughes and Jane Wernick*

*Administrators [StMatthews200Club@gmail.com](mailto:StMatthews200Club@gmail.com)*

*Council Registration number: **Lot0225***

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# Accounts

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**The Parish of St Matthew and St Luke, Chadderton**

**Annual Report of the Parochial Church Council for the Year Ended 31<sup>st</sup> December 2023**

**Presented to the Parishioners meeting and Annual Church Parochial Meeting on  
Wednesday 17<sup>th</sup> April 2024 at 7pm**

Agenda for the Parishioners' and Church Parochial Meetings

The Meeting of the Parishioners

1. Election of Churchwardens

Annual Church Parochial Meeting

1. Apologies for Absence
2. Minutes of the previous APCM
3. Matters Arising
4. Reports for 2023:
  - Work of the PCC
  - Accounts for the PCC
  - Independent Examiners
  - Gift Aid
  - Reader
  - ALM
  - Grounds Maintenance
  - Churchwardens
  - Safeguarding
  - Deanery Synod
  - 200 Club
  - Mothers' Union
  - Electoral Roll
5. Elections:
  - Parochial Church Councillors
  - Independent Examiners
6. Other Business to be notified to the secretary 48 hours before meeting

## Parish Annual Report

St Matthew's Church is situated in the Deanery of Oldham and Ashton which is part of the Diocese of Manchester within the Church of England

The correspondence address is The Vicarage, Mill Brow, Chadderton, Oldham OL1 2RT

### **The Annual Report of the Parish of Chadderton: St Matthew and St Luke for the year 2023**

#### **Administrative Information**

The Parochial Church Council (PCC) is a registered charity with the Charity Commission. Registration number 1143492.

The parish has been in interregnum since 27<sup>th</sup> February 2023

PCC members who have served from 1<sup>st</sup> January 2023 until the date this report was approved are:

<i>Incumbent</i>	The Revd Captain David Penny CA – until 27 <sup>th</sup> February 2023
<i>Reader</i>	Ann Tattersall
<i>ALM</i>	Margaret Hughes Ann Emmott Lorraine Moore Paula Leech

<i>Wardens:</i>	Helen Crabtree	
	Mike Moran	Until APCM 2023– 18 April 2023
	Margaret Hughes	From APCM 2023– 18 April 2023

#### *Representatives on the Deanery Synod:*

Gillian Barker	PCC Secretary
Margaret Hughes	PCC Treasurer
Roy Tattersall	
Paula Leech	

#### *Elected Members:*

Jon Baptiste	From APCM 2023– 18 April 2023
Max Butterworth	
Clare Clark	
Alma Costello	From APCM 2023– 18 April 2023
Andrew Cox	
Ken Edwards	From APCM 2023– 18 April 2023
Lynn Edwards	From APCM 2023– 18 April 2023
Ann Emmott	
Carole Heeks	
Claire Middlebrook	
Lorraine Moore	
Jane Wernick	
Rodney Wild	
Pat Wild	

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representatives Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

## **Bank, Investment, Insurance & Other Details**

The Parish banking is with Lloyds, TSB and Co-Operative banks  
CCLA (Churches, Charities and Local Authorities)

The Insurers for the Parish are Trinitas

(Finance details are shown in the financial statements)

The PCC holds licences from Church Copyright Licensing & the Data Protection Registrar  
Details of Trust Funds attached.

## **Objectives and activities**

St Matthew and St Luke's PCC has the responsibility of cooperating with the incumbent, the Revd David Penny, (until going into interregnum) in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church of St Matthew, Chadderton Hall Road, Chadderton.

## **Church attendance**

At the 2023 Annual Parochial Church Meeting the number of people on the Electoral Roll was 194. The average weekly attendance, counted during October was 194. Over 16 years old – 82, under 16 years old – 112.

**Activities and performance follow in the form of various reports as detailed on the front page**

**This report was approved by the PCC on Wednesday 6<sup>th</sup> March 2024 and signed on their behalf by Andrew Cox (PCC Vice Chairman)**

**Signed:**



## **The work of the PCC in 2023**

The full PCC met 7 times during the year with an average level of attendance of 78%, standing committee met 3 times and budget committee met once, minutes of their deliberations were received by the full PCC and discussed where necessary.

The "day to day" work of the PCC is carried out by its members – we are a working PCC, and all members are expected to contribute whether on committees or working on specific tasks. Recommendations are discussed and if appropriate, ratified at full PCC meetings. This process makes for more focussed and strategic discussions and decision-making.

We have had quite a turbulent year as we began preparing for our interregnum.

David left St Matthews after 17 years as our vicar to move on to pastures new. He accepted the position of priest in charge in the Gloucestershire parish of Winchcombe. During his time with us David has helped and supported every member of the parish who needed him. Whilst I could list numerous qualities and accomplishments, the most important thing is to say thank you and we wish him all the very best of success in his new parish. David's final service with us was on 29<sup>th</sup> January which was a very moving service not only celebrating David's time with us here at St Matthew and St Luke but also wishing him and Deborah every success in the next stage of their journey in faith.

As David had been with us for 17 years it was expected that we would be in interregnum for a good period. The biggest task facing the PCC was ensuring that we had clergy cover for our Eucharistic services. We had to make the difficult decision of restricting our services to 8.30am and 10.30am on a Sunday and 6pm on a Thursday, we had to cancel the Wednesday 10am service as we were unable to ensure that it was staffed.

We are extremely thankful to Reverends Richard Hawkins, Ray Morris, Ian Butterworth, and Liz Devall for stepping in to ensure that we could deliver Eucharistic services.

We are very fortunate that we have Ann as Reader Emeritus and Margaret as ALM, between them they have covered most of the Thursday worship services. Our pastoral team with ALMs Ann and Lorraine has continued to provide support to those in the parish who need somebody to talk to,

The benefice of St Matthew and St Luke officially became vacant on the 27<sup>th</sup> of February at which point the interregnum began. The process to begin filling the vacancy began on the 27<sup>th</sup> of May. Archdeacon David Sharples and Area Dean Daniel Rambles met with the PCC to explain the process we would go through and to answer any questions from the council. One of the first jobs was to complete a parish profile describing the conditions, needs and traditions of our parish as well as appointing two parish representatives, the PCC appointed Helen Crabtree and Gillian Barker. They will be involved in the interview process and will ensure that we do not appoint anyone who is not sympathetic to our views and visions for our parish. It was made clear by the Archdeacon that we would not be able to have a vicar solely in charge of our church, the number of clergy in the diocese is reducing and clergy are now being expected to take responsibility for more than one parish. Both the Archdeacon and Area Dean addressed the congregations at a Sunday morning 8.30am and 10.30am service.

Following further discussions, the Archdeacon asked the PCC to consider the Reverend Liz Devall as our preferred candidate. Liz is currently priest in charge of St Anne Royton and St Mark Heyside. Before a final decision can be made St Anne and St Mark will have to do discuss the proposal of decoupling themselves enabling St Anne and St Matthew to come together under Reverend Liz Devall. We agreed to put forward Liz as our preferred candidate whilst being very conscious of the difficult times that the congregations of St Mark would be going through, and our prayers and thoughts were with them at this time of transition. As we come to the end of the year discussions are still taking place and it is hoped that progress can be made after the Christmas break.

Whilst in interregnum we are unable to start anything new however we did hold a faith lunch on the 8<sup>th</sup> of May to commemorate the coronation of King Charles III and a 50s and 60s night in July, as well as a pirates and princesses' event in December.

In November the headteacher and chair of governors of St Matthews primary school addressed the PCC to discuss the proposed academisation of the school. The PCC formally supported the governor's intentions of applying to the diocese to proceed with the academisation.

Until a new vicar is appointed our primary schools require an ex-official governor, Margaret Hughes was appointed for St Matthew and Gillian Barker for St Luke.

The PCC agreed to adopt being an Inclusive church. This is a church which celebrates and affirms every person and does not discriminate. It welcomes all types of people regardless of their ethnicity, gender, sexual orientation, disability, or mental well-being.

We are thankful to the members of the PCC and other members of the congregations, who have worked tirelessly to ensure that our church has adapted to rapidly changing and challenging situations. We pray for strength and direction as we prepare to come out of interregnum, in the knowledge that God has a purpose for us all to ensure this parish is fit for mission and "Living out our call to share the Gospel in Faith, Hope and Love".

*Gillian Barker*

## **Financial Statements of the Parish of St Matthew and St Luke for the year 2023**

### **Income for general use.**

2023 saw a downturn in giving by standing order which decreased to £29,211 (£34,283 in 2022).

Giving by weekly envelopes increased to £10,334 (£9,190 in 2022). Cash collections decreased significantly to £3,993 (£6,170 in 2022) and donations, which include one-off envelope also decreased to £2,976 (£4,774 in 2022). The latter two decreases can, in part, be attributed to the number of baptisms reducing following a 2022 backlog clearance. We were also unable to offer dates in 2023 to all families enquiring about a baptism due to the difficulty of finding ministers whilst in interregnum.

Other activities e.g. refreshments and lunch club, parent and toddler group made surpluses after expenses totalling £2,815

Our letting income drastically reduced from £1,555 in 2022 to £336.

Fees from funerals and weddings brought in £7,798 (£10,208 in 2022). £4,982 of which is related to the graveyard (see further information regarding maintenance costs in the expenditure section).

Recovered gift aid amounted to £11,652 (£13,139 in 2022). The amount we can claim is dependent on giving levels and it is automatically sent towards our parish share by the diocese.

Fundraising for unrestricted funds made a surplus after expenses of £3,891 (£4,300 in 2022). A pleasing amount as we thought that this would be one area to suffer badly due to energies being diverted to the increased workload due to the interregnum. We are grateful for the people who gave their time and talents to fundraise.

We received £2,194 from Church of England funds towards fuel costs.

### **General expenditure.**

The parish share set by the diocese was £61,710 and we were able to pay £49,359 which equates to 80%.

Expenditure for upkeep of services e.g. wine, wafers, candles, admin, printing, and payments to our organist plus licenses, water rate, insurance etc was at 2022 levels plus an amount for inflation.

The hike in the cost of heating due to increased gas costs, which had been anticipated in the budget set for 2023, did not materialise due to the impact of the new and more efficient boiler. Electricity costs were as budgeted.

One plus of being in an interregnum is that expenditure on council tax for the vicarage ceased, the cost of keeping the water and energy on in the vicarage, until it was let by the diocese, was refunded by the diocese and we were not paying vicar's expenses. We are able to claim any travelling expenses incurred by visiting ministers from the diocese.

£4,847 was expended on routine building maintenance and cleaning. This was less than usual but we have a policy of setting aside 10% of income to be used for future fabric repairs so this fund was boosted by adding the unspent part of the 10%.

The deficit recorded in 2022 for the upkeep of the churchyard, due to the installation of a container to house the grounds equipment, was clawed back in 2023 and the year ended with a surplus of £1,359. Income for the graveyard derives mainly from burial fees, plus an annual payment of £92 from the War Graves Commission. Thank you to the volunteers, whose hard work maintaining the graveyard means that we are not having to employ a firm to do the work, which we estimate would cost at least £10,000 per annum.

## **Income and expenditure not for general use**

We received £3,756 from a legacy and donations in memory. This has been noted in the accounts as designated for future mission and ministry and major works.

We made a final payment of £5,537 towards the upgrade to the AV system. We paid £24,400 for the monument plus an initial payment for the landscaping which will be completed in 2024 – we were able to claim back the VAT on the cost of the monument which amounted to £2,400. The choir vestry/ kitchen roof was repaired at a cost of £27,429 – we are able to reclaim the VAT on this type of work plus other fabric related expenditure and received £7,490 in 2023

Funds for the above major items of expenditure came from legacies received over the past few years.

## **Risk, review, funds and reserves policy.**

It is good practice to maintain a readily accessible balance on unrestricted funds to cover both ordinary running costs and those which arise unexpectedly. The PCC aims to hold between 3 and 6 months running costs in free reserves - at 31<sup>st</sup> December 2023 the balance of free reserves stood at £22,121. This balance does not include any monies that have been designated e.g. legacies or for fabric repairs or those held in the Marianne Hamilton bequest account (see paragraph below).

Funds and related transactions which are considered to be under the control of the PCC are included within these financial statements. In addition there exists an independent registered charity, number 244678, the Marianne Hamilton bequest which was created following the sale of land belonging to the Parish of St Luke. Its purpose is for the improvement of the amenities of the church and for other purposes in the Parish of St Matthew and St Luke.

## **Statement of Trustees Responsibilities**

Charity Law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees have:-

- selected suitable accounting standards and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepared the financial statements on the going concern basis.

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

*Margaret Hughes*

**Parochial Church Council of ST MATTHEW AND ST LUKE**

**RECEIPTS AND PAYMENTS ACCOUNT**

For the year ending 31 December 2023

	Note	2023 Unrestricted Funds £	2023 Designated Funds £	2023 Restricted Funds £	TOTAL 2023 £
<b><u>RECEIPTS</u></b>					
Voluntary Income	2(a)	58,159	0	1,738	59,897
Activities for Generating Funds	2(b)	5,917	0	0	5,917
Income from Investments	2(c)	4,778	0	148	4,926
Church Activities	2(d)	10,367		0	10,367
Other Incoming Resources	2(e)	0	13,647	6,136	19,783
<b>TOTAL RECEIPTS</b>		<b>79,222</b>	<b>13,647</b>	<b>8,022</b>	<b>100,891</b>
		2023 Unrestricted / designated Funds £	2023 Designated Funds £	2023 Restricted Funds £	TOTAL 2023 £
<b><u>PAYMENTS</u></b>					
Cost of Generating Voluntary Income	3(a)	177		0	177
Fund Raising Costs	3(b)	731	0	0	731
Church Activities	3(c)	76,047	59,025	1,760	136,832
Governance Costs	3(d)	0		0	0
<b>TOTAL PAYMENTS</b>		<b>76,955</b>	<b>59,025</b>	<b>1,760</b>	<b>137,740</b>
<b>EXCESS OF RECEIPTS OVER PAYMENTS</b>		<b>2,266</b>	<b>-45,377</b>	<b>6,262</b>	<b>-36,849</b>
<b>NET MOVEMENT IN FUNDS:</b>		<b>2,266</b>	<b>-45,377</b>	<b>6,262</b>	<b>-36,849</b>

The notes on the following pages form part of these accounts

**Parochial Church Council of ST MATTHEW AND ST LUKE**

**Statement of Assets & Liabilities at 31st December 2023**

	<b>2023 Unrestricted Funds £</b>	<b>2023 Designated Funds £</b>	<b>2023 Restricted Funds £</b>	<b>TOTAL 2023 £</b>
<b>1. ASSETS</b>				
Current accounts	11,882			11,882
TSB business Instant Account	18,784			18,784
CBF PCC No 1 account *	31,513			31,513
CBF PCC No 3 account *			3,897	3,897
St Luke's CBF Account *		128,150		128,150
MM Rowntrees Charity - held in COIF fund *			3,241	3,241
Marianne Hamilton Account *	7,576			7,576
Investment assets - held in CBF funds *	3,520		2,437	5,957
Flowers cash			-19	-19
200 Club current account		294		294
<b>TOTAL ASSETS</b>	<b>73,274</b>	<b>128,444</b>	<b>9,555</b>	<b>211,274</b>

\* Held with CCLA with interest and dividends paid to parish accounts. Some funds are managed by Manchester Diocese

Approved by the Parochial Church Council on 8th March 2024 and signed on its behalf by.



Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2023 (Cont)

**2. INCOMING RESOURCES**

	2023 Unrestricted Funds £	2023 Designated Funds £	2023 Restricted Funds £	TOTAL 2023 £	
<b>2(a) Voluntary Income</b>					
Planned giving by gift aid	34,362.74			34,362.74	
Income tax received (Gift Aid Lite)	11,652.90		6.25	11,659.15	
Planned giving not by gift aid	5,182.30			5,182.30	
Collections - Cash on plate	3,993.43			3,993.43	
Donations & appeals	2,967.56		1,068.81	4,036.37	
On behalf of other Charities (note 5)			663.42	663.42	
	<b>58,158.93</b>	<b>0.00</b>	<b>1,738.48</b>	<b>59,897.41</b>	59,233.99
<b>2(b) Activities for Generating Funds</b>					
Fundraising	4,022.07			4,022.07	
Lunches and other refreshments	1,895.24			1,895.24	
	<b>5,917.31</b>	<b>0.00</b>	<b>0.00</b>	<b>5,917.31</b>	
<b>2(c) Income from Investments</b>					
Dividends and interest	4,778.05		147.66	4,925.71	
	<b>4,778.05</b>	<b>0.00</b>	<b>147.66</b>	<b>4,925.71</b>	
<b>2(d) Income from Church Activities</b>					
Trading e.g. lettings	336.50			336.50	
Fees, statutory and optional	7,798.58			7,798.58	
Parent and Toddler Group	2,232.16			2,232.16	
Ignite Youth Group			0.00	0.00	

	<b>10,367.24</b>	<b>0.00</b>	<b>0.00</b>	<b>10,367.24</b>
<b>2(e) Other Incoming Resources</b>				
Grants			4,194.76	4,194.76
Insurance and VAT claims		9,890.75		9,890.75
** Legacies and donations in memory		3,756.66		3,756.66
Credits related to interregnum			1,940.98	1,940.98
	<b>0.00</b>	<b>13,647.41</b>	<b>6,135.74</b>	<b>19,783.15</b>
<b>TOTAL INCOMING RESOURCES:</b>	<b>79,221.53</b>	<b>13,647.41</b>	<b>8,021.88</b>	<b>100,890.82</b>
	79,221.53	13,647.41	8,021.88	100,890.82
** Legacies and donations designated for future Mission & Outreach initiatives/ identified Major Works				

Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2023 (Cont)

**3. RESOURCES EXPENDED**

	2023 Unrestricted/ designated Funds £	2023 Designated Funds £	2023 Restricted Funds £	TOTAL 2023 £
<b>3(a) Cost of Generating Voluntary Income</b> i.e. giving envelopes	177.06		0.00	177.06
<b>3(b) Fund Raising Costs</b> Events expenses	731.30			731.30
	<b>908.36</b>	<b>0.00</b>	<b>0.00</b>	<b>908.36</b>
<b>3(c) Church Activities</b>				
Missionary and Charitable Giving (note 5)			663.42	663.42
Diocesan Parish Share	49,359.15			49,359.15
Ministers expenses & vicarage costs	1,252.16			1,252.16
Musicians fees for Church Services	2,400.00			2,400.00
Heat, light, water, telephone	6,511.20			6,511.20
Insurance	2,460.72			2,460.72
Youth and Children's work	63.35		35.00	98.35
Parent and Toddler Group	264.55			264.55
Maintenance of building incl cleaning	4,847.49			4,847.49
Upkeep of services	3,051.79			3,051.79
Church grounds maintenance	2,215.33			2,215.33
Admin costs, photocopier, stationary, postage	2,575.28			2,575.28

	Lunches and other refreshments	1,046.04			<b>1,046.04</b>
**	Upgrade AV system		5,537.88		<b>5,537.88</b>
**	Major building work		29,086.81		<b>29,086.81</b>
**	Memorial garden		24,400.00		<b>24,400.00</b>
	Music			0.00	<b>0.00</b>
	Flowers			1,061.74	<b>1,061.74</b>
		<b>76,047.06</b>	<b>59,024.69</b>	<b>1,760.16</b>	<b>136,831.91</b>

### 3(d) Governance Costs

<b>TOTAL RESOURCES EXPENDED:</b>	<b>76,955.42</b>	<b>59,024.69</b>	<b>1,760.16</b>	<b>137,740.27</b>
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\*\* Funds for Major building work, memorial garden ,and AV upgrade taken from designated legacies and donations in memory.

### 4. COSTS RELATING TO FUNERALS & WEDDINGS

It is the custom of the PCC to charge for the services of organists, vergers and sextons at funerals & weddings, and to pass these fees on to the individuals providing the service. Fees for the Vicar at such events were paid to him as part of his stipend. These costs are correctly netted off against fees received, because the PCC is acting merely as agent. Statutory fees income totalled £5070 in respect of organists, vergers & grave preparation and £4832 in respect of DBF fees .

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2023 (Cont)**

#### **General Funds**

General Funds represent the amounts available to the PCC to meet its ongoing obligations, based on the assumption that restricted funds are not available for general use.

#### **Music fund**

Donations and fees received that are specifically for all aspects of music other than the organist's salary are held in a restricted fund.

#### **Flower funds**

Donations received in respect of church flowers are held in a restricted fund to be spent on future flower displays. The balance on hand is sufficient to pay for flowers for the immediate future.

#### **Mission**

Various collections are held on behalf of other organisations and these are paid over as soon as practical.

#### **Marianne Hamilton Bequest.**

The PCC acknowledges Marianne Hamilton Bequest as an independent Registered Charity, number 244678, which was created following the sale of land belonging to the Parish of St Luke. It's purpose is for improving the amenities of the church and for other purposes in the Parish of St Matthew and St Luke, Chadderton.

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2023**

#### **1. ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The financial statements include all transactions for which the PCC is responsible. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

##### **Fund accounting**

Endowment Funds are funds, the capital of which must be maintained; only income arising from investment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. Marianne Hamilton is this type of fund.

Restricted Funds represent donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund. The PCC does not normally invest separately for each fund but when appropriate interest is apportioned to individual funds.

Designated Funds are funds which are not restricted by the donor but which the PCC has agreed to designate to be used in the future for a specific purpose. They remain under the control of the PCC as part of unrestricted funds and could be re-designated at any time in the future at the discretion of the PCC.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes. They include designated funds and free reserves. Free reserves are those funds available to be used at the discretion of the PCC which have not been designated for any particular purpose

## Independent examiner's report to the PCC of St Matthew and St Luke, Chadderton

I report on the financial statements of the PCC for the year ended 31 December 2023, which are set out on pages 01 to 09. This report is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the 1993 Act').

### Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under the Regulations and under section 43(2) of the 1993 Act and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act 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 in 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 of 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 41 of the 1993 Act; and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the 1993 Act and 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.

SIGNED:



NAME: KEVIN HAYWARD

qualification, if relevant FCCA

Address 35 BROADWAY BAYTON OLDHAM OL2 5DD

Date 8.2.24

## Gift Aid

Thank you, the Parishioners, for the donations you have made in 2023 - whether as a regular committed giving donation or as a single donation and regardless of your tax-paying status.

Donation Value	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2023</b>
RegDonor	£11,271.61	£7,668.48	£9,272.25	£8,644.90	
OneOffs	£441.53	£543.10	£291.77	£377.96	
GASDS	£1,357.49	£1,439.22	£1,394.18	£1,946.97	Year Total
<b>Total</b>	<b>£13,070.63</b>	<b>£9,650.80</b>	<b>£10,958.20</b>	<b>£10,969.83</b>	<b>£44,649.46</b>
			<b>25% refund</b>		<b>£11,162.42</b>

The Gift Aid year runs in tandem with the Tax Year, though for the purposes of this calendar year report, I detail those donations that we were able to prove an audit trail on, vis: valid name, address and Gift Aid Declaration (separately held, or contained on the One-off yellow envelopes). In total we were able to claim back just over £11k from the government to contribute to church expenses. This is of course a tremendous sum, albeit our best year of 2019 saw **40%** more than this figure – as we try to adjust to the reduced makeup of congregations and funding patterns seen post ‘the Covid years’ and the inevitable upheaval compounded by lost footfall of the interregnum (**18%** more rebate seen in 2022).

GASDs is a longstanding ‘temporary’ scheme whereby - regardless of tax-payer status - we can currently claim up to £2000 in a tax year from cash in the weekly collection. If you DO pay tax, may I please ask you instead, to complete a Gift Aid Donation Form available from me and in church. Likewise, if you can commit to regular giving, you strongly consider payment by weekly/monthly standing order, or if not possible, Regular Giving Envelopes available from me and in church.

You will note how the declaration does state it is your responsibility to ensure that you personally (not your joint/shared household) pay sufficient tax to cover all your GiftAided donations - the Revenue do randomly audit! With standard tax free income unchanged at £12570 per annum, a change in circumstance/tax status can quickly change matters. I can then ensure no over-claims are made.

Conversely, with increased interest rates of late and various state payment increases due, you may have now started paying tax again on your total combined income, enabling you to complete a Gift Aid Declaration for me. Do please let me know - on a strictly confidential basis - should your declaration with me need to change at any point.

Eg £80 per month donation = £960 in a year on which £240 tax is reclaimed by church.

A minimum £13,770 annual income would need earning to incur this ‘refunded’ £240 tax charge.

In the meantime, please do keep me updated of any changes in your email address, physical address, name or tax-paying status!

Neville Barker (GiftAidStMatthews@gmail.com)

Donation Value	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2018</b>
RegDonor	£11,913.65	£10,183.53	£11,602.14	£11,298.35	
OneOffs	£1,014.61	£1,136.27	£1,285.16	£1,655.00	
GASDS	£999.64	£2,049.37	£2,327.45	£2,728.76	Year Total
<b>Total</b>	<b>£13,927.90</b>	<b>£13,369.17</b>	<b>£15,214.75</b>	<b>£15,682.11</b>	<b>£58,193.93</b>
			<b>25% refund</b>		<b>£14,472.47</b>

Donation Value	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2019</b>
RegDonor	£12,568.39	£11,755.22	£12,690.18	£12,278.70	
OneOffs	£1,315.07	£1,260.39	£1,340.49	£1,249.44	
GASDS	£894.42	£2,294.03	£2,016.02	£2,759.98	Year Total
<b>Total</b>	<b>£14,777.88</b>	<b>£15,309.64</b>	<b>£16,046.69</b>	<b>£16,288.12</b>	<b>£62,422.33</b>
			<b>25% refund</b>		<b>£15,605.58</b>

Donation Value	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2020</b>
RegDonor	£12,543.66	£7,701.00	£13,943.51	£11,275.83	
OneOffs	£870.52	£0.00	£188.10	£162.50	
GASDS	£929.97	£0.00	£1,503.27	£1,194.47	Year Total
<b>Total</b>	<b>£14,344.15</b>	<b>£7,701.00</b>	<b>£15,634.88</b>	<b>£12,632.80</b>	<b>£50,312.83</b>
			<b>25% refund</b>		<b>£12,578.21</b>

Donation Value	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2021</b>
RegDonor	£12,067.00	£10,089.30	£11,955.10	£10,025.50	
OneOffs	£61.00	£159.60	£308.71	£130.99	
GASDS	£1,375.78	£913.44	£1,290.12	£2,250.94	Year Total
<b>Total</b>	<b>£13,503.78</b>	<b>£11,162.34</b>	<b>£13,553.93</b>	<b>£12,407.43</b>	<b>£50,627.48</b>
			<b>25% refund</b>		<b>£12,656.87</b>

Donation Value	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2022</b>
RegDonor	£12,260.89	£8,790.10	£9,867.65	£9,837.40	
OneOffs	£460.30	£495.95	£602.39	£475.84	
GASDS	£3,170.90	£2,033.71	£2,518.17	£2,090.63	Year Total
<b>Total</b>	<b>£15,892.09</b>	<b>£11,319.76</b>	<b>£12,988.21</b>	<b>£12,403.87</b>	<b>£52,603.93</b>
			<b>25% refund</b>		<b>£13,151.57</b>

### **Reader Ministry**

I have continued throughout the last 12 months to assist with the Services on a Sunday and lead All Age Worship on Thursdays, usually once every 6 weeks. I have also visited parishioners who are now not able to come to Church, and thus take Communion to those who ask for it, at a suitable day and time to suit them.

On Tuesdays, I also prepare and take Desserts to our Luncheon Club and assist with welcoming and serving those who come. I am grateful for those who come to our Luncheon Club, that they can enjoy a meal and share with others what they've been doing, having time to chat and enjoy each other's company, sharing God's fellowship with one another as Jesus taught us to do. I am also very grateful for Margaret Rochford, Alma Costello and Susan Tracey who come every week, as we work together preparing and bringing food to cook for our guests and looking after all who join us.

*Ann Tattersall*

### **Authorised Lay Ministry**

2023 and the interregnum brought quite a change for me. I continued to lead Thursday evening family services – but more regularly than the once a month that I had been used to as I did 25 in total with Ann leading other Services of the Word and we also had visiting priests to do a communion service on a number of weeks.

Each Service of the Word has a format of prayer, hymns, confession, readings, a talk, creed and intercessions but is also quite bespoke as we try to make the services as interactive as possible.

It is a pleasure to report that these continue to be well attended with consistent numbers of 70 to 80 (roughly 50/50 children and adults) each week, rising to 100 on quite a few occasions.

During Holy week I led an evening service of Stations of the Cross and the family worship on Good Friday morning. I also took a ministerial role in the Good Friday liturgy and led the Easter Sunday Service of Light. As we were unable to secure the services of an ordained minister for the All Souls commemoration I led that service and also led the Carol Service, although once started that more or less runs itself.

As we had a number of visiting clergy who were not our regular cover I took it upon myself to tweak some of our service booklets to help them, especially if they were unused to services being projected. I also continued to add music to the 8.30 slides and hymns to the 10.30 slides.

I also took on the task of liaison with St Matthew's school for the occasions when they come into church for services. I have given talks at St Luke's worship assemblies and co-wrote the Year 6 joint leavers service with school staff.

*Margaret Hughes*

### **Grounds Maintenance**

As we had fewer people to work on the maintenance team in 2023, for various reasons, we made some changes to the way we operated. We moved away from having a rota which had been built around working at weekend with specific areas to target, often meaning that in inclement weather or if people were unable to fulfil their rota slots, some parts of the graveyard were left uncut for too long.

We now have a more relaxed approach which enables people to turn up when they have an hour or so to spare and the weather is right. However, an hour often stretches into a few hours as the ride-on mower is rather fun to use!

Whatsapp is used to post where we have cut and to discuss which area needs to be done next. I would like to give a huge vote of thanks to Geoff, Jon, Rob and Tony plus Max when back home and also to Rodney who has been with us in spirit. Not forgetting Gavin and Paul for the annual mammoth task of cutting the hedges.

Thanks also go to Paula and Sue for all their hard work planting and weeding our flowers beds and tubs which look beautiful all year round with spring bulbs and summer flowers making them especially colourful.

*Margaret Hughes*

## Wardens' Report 2023

We have completed almost a year in interregnum and we have been extremely lucky to have had almost all of our services covered by retired clergy and clergy from other parishes. For this we owe a massive thank you to Gillian who has worked extremely hard to arrange this cover and of course to the clergy themselves.

We also owe big thanks to our ministry team who have stepped in to cover the services that could not be covered by clergy. As well as the usual Thursday All Age services Ann has assisted Margaret in leading the All Souls' Service, the Carol Service and the Service of Light wonderfully. Margaret has also worked very hard with our schools acting as liaison and arranging services and activities held in church. As well as Margaret we are thankful for our other three ALMs, Ann and Lorraine who provide pastoral care to our sick and bereaved and Paula, our ALM for Youth.

We couldn't possibly operate without the assistance of all our other volunteers:

- Our teams of dedicated Deputy Wardens, Sidespersons and Welcomers who provide valuable assistance during our services.
- Our teams of volunteers who run our weekly events and groups.
- Our flower arranging, gardening and graveyard maintenance teams.

We are extremely grateful for all their hard work and we offer our sincere thanks.

All the usual yearly maintenance services have been carried out:

- Kitchen/Choir Vestry Boiler serviced by Swift Heat (£94.50).
- Main Church Boiler serviced by J W Moore (386.40).
- Fire extinguishers serviced and remedial work carried out at a second visit (£251.52).
- Intruder alarm serviced by Prolect Security (£248.00).
- AV/hearing loop serviced by Noiseboys as per service agreement.
- Mole traps were set and moles were caught.
- Gutters were cleared and serviced (£300.00).
- Rodent infestation checks carried out quarterly by Pro-Kill under service contract. Some infestation found and dealt with.
- Gardening Equipment serviced by Ashley Mowers (£987.03).

Additionally, five year maintenance services were carried out as follows:

- Lightning conductor by PTSG at a cost of £115.20.
- Electrical check and PAT testing carried out by Barlows UK Ltd at cost of £480.00.  
(remedial work will be required to obtain the pass certificate)

Evergreen Landscapes have started the work to create the Garden of Remembrance and Tranquillity Garden which is expected to be completed early in the new year, weather permitting.

Seven monitors have been installed throughout church to assist with the projection of church services, together with additional electricity sockets at a total cost of £12,410.76.

Work to repair the choir vestry roof was completed by Heritage Conservation at a cost of £24,934.80.

The choir vestry and narthex were repainted by Lee Aplin at a cost of £700.00 and £800.00 respectively. Subsequently, there has been some water ingress into the narthex caused by the deterioration of the mastic at the joint between the roof and the outside wall of main church building. This is expected to be repaired by Heritage Conservation early in the new year.

**(VAT where applicable is included in all prices. Professional fees are recorded separately in the church accounts)**

List B application to plant a cherry tree that will replace a damaged sycamore which is coming to the end of its life.

List B application to replace a failed handkerchief tree with a yew tree.

Two Legacies have been received this year, one of £2,756.66 and of £1,000.00.

We have held two fundraising events during the year in the form of a Jukebox night for the adults and a Pirates & Princesses event for the children. These were very successful both in terms of enjoyment and raising funds for the church. (Money raised is shown separately in church accounts)

Our Seniors' Afternoon Tea which we held in August was also a great success.

We held a raffle in December to raise money both for church funds and to help CRB, a charity that helps visually impaired children. (Money raised is shown separately in church accounts)

The inventory and Terrier were updated accordingly.

We look forward to the coming year when we hope to welcome our new vicar. We will keep you informed as progress is made with the appointment.

*Helen Crabtree & Margaret Hughes*

### **Safeguarding**

During the period 1st January to 31<sup>st</sup> December 2023 there were no notifiable disclosures.

We now have 25 members of the congregation holding DBS certificates relevant to their role within St Matthew and St Luke's. Therefore, everyone required to hold a DBS certificate has one. There will be eight renewals due this year, to maintain the Diocese protocol of 3 yearly renewals. Thirty-one eight, who manage the DBS system are notifying the PSO a few months before a DBS is due to expire. Certificate numbers and their issue dates are held on record. All our groups working within St Matthew's, are reminded that any new leaders/post holders having contact with children and/or vulnerable adults must have a relevant, current DBS to safeguard all people. We hold job descriptions for the various roles within the parish, with assistance from and discussions with current post holders. We are currently awaiting an update on the Toddler Group roles.

Manchester Diocese Safeguarding Team have recently confirmed that the PSO must keep a record of the online safeguarding training certificates. This year we are all required to complete the Foundation Certificate. Clarification on the training, was emailed to everyone in February 2024 and so members are now beginning to complete this extra requirement. We have 11 members who are still required to complete this so far.

The DBS consent form and safeguarding training certificates are both filed together for each member and kept in a locked cabinet, within the locked church office. Any other confidential information is also stored along with this.

The Current Parish Safeguarding Handbook is available online, accessible through the diocesan website. We also hold a copy of the documents: "Safer Environment and Activities 2019"; "Promoting a safer church"; "Key Roles and Responsibilities of Church Office Holders and Bodies Practice Guidance", "Safer Recruitment and People Management" 2021. A file containing these documents will be kept in the narthex for reference.

We have all the required safeguarding information displayed on the narthex notice board and on our church websites. This includes the Safeguarding Handbook, The House of Bishops Safeguarding Policy, contact numbers and helplines. St Matthews Church Safeguarding Policy Statement 2023.

There has been one reported cause for concern case during the period to December 2023. The Diocesan Officers have temporarily closed the case, as outside agencies are involved with the person.

The Diocese Safeguarding policy discourages church officers/ PCC members from organising or providing any lifts to congregation members, except in an emergency. So, unless someone is known personally, as a friend, please follow this guideline.

*Paula Clarke*

## Deanery Synod

Area Dean: - Daniel Ramble

Lay Chair: - Liz Dent

Deanery Lay Secretary: - Barbara Micklethwaite

The meetings were mainly conducted by Zoom and one at Oldham Parish Church. The St. Matthews and St Luke representatives were well represented at all meetings. Discussions were restricted by several reasons due to the huge number of parish representatives, lack of IT skills, plus other issues. Throughout the meetings, the main theme of all the meetings was a to gain a great knowledge, a greater understanding and respect for all cultures, all people as we work together towards peace and love in our communities.

The Diocesan Children's Officer, Rick Otto, discussed how to inspire all ages, working within churches, church groups, schools, non-faith groups, etc. He emphasized the need for community involvement, i.e. inclusivity being the requirement for Inclusive Church initiatives.

### Additional information

- The [Man Dio Growing Faith](#) team are hosting a series of Deanery Hubs in locations around the diocese. These sessions will focus on how parishes can forge strong connections with local schools. These meetings also enable those involved in ministry with children, young people, and families to get together to build supportive networks and share their experiences.
- Another essential topic at Deanery Synod was Safeguarding, and how to implement a Safe place and environment for all.
- Financial Matters: as our Deanery is struggling to meet the financial quotas, the rest of the Diocese is also finding severe difficulties in meeting its financial requirements. Only with the sale of assets is it keeping the Diocese financially solvent. For example, the sale of Church House, on Deansgate, Manchester for over £14 million.
- Eco News:- Environmental is a constant agenda item on the Deanery Synod agenda to make us aware of the issues that affect us all. Important items have been drawn to our attention about items making our places of worship more energy and carbon efficient. It was noted by the Deanery that St. Matthews and St Luke's registered with Eco Church. Eco Church is a scheme run by Rocha UK equipping churches to care for God's creation through their worship, buildings, land, community engagement, and individual lifestyles. The aim is to address our environmental issues that we all face. Further information can be found at the Diocesan and Deanery websites, also on Facebook and other Social Media sites.

*Roy Tattersall*

## 200 Club

2023 saw good participation in the 200 Club, following increased awareness/ability to partake whether based locally or not – permitted by our Local Authority registration of the same.

At the end of December 2023 we had 72 syndicate member lines (67 December 2022) each contributing £4 per month. Having sold 842 lines during 2023, we were able to award £1515.60 across 36 winners in accordance with our constitution. In addition, £1852.40 was paid over to general church funds with regards to ongoing church expenses.

Thank you to each of you who subscribe to the 200 Club, and to those who share its existence with your local friends and neighbours who may want to know how they can help their local church at arms length.

*Neville Barker, Margaret Hughes and Claire Middlebrook*

*Administrators [StMatthews200Club@gmail.com](mailto:StMatthews200Club@gmail.com)*

*Council Registration number: **Lot0225***

## **Mothers' Union**

As is the norm for our branch the year began with our Annual General Meeting. Once again Valerie was re-appointed as Branch leader/Secretary, June as Treasurer and Gwyneth as Auditor. There were no changes needed to the remainder of the committee. At our February meeting we had a rather hilarious evening playing charades. Because of inclement weather on the day of our March meeting it was decided to cancel the speaker, so we just chatted with friends over tea and biscuits. For our April meeting Margaret Rochford gave a demonstration of flower arranging doing three beautiful arrangements. The May Meeting brought Charles Smith who spoke about his time in the Fire Brigade and the changes during his years of service. Frances Brough, from MU Enterprises came to speak about tracing her family history at our June meeting. The July meeting was once again taken up with the filling of 'bags of love' for the parents/carers of the new intake in September of children at both St Matthew's and St Luke's schools. Sharman Birtles, the Vice Lord Lieutenant of Manchester, was our speaker at the September meeting. She gave a very interesting talk about her experience attending the late Queen's funeral. October saw us once again playing Who Wants to be a Millionaire. Robert Knotts came to our November meeting telling us about his passion for wood carving, particularly of figures from the nativity and spoke about how Father Christmas is depicted in various countries in the world. In December we played a couple of games, and these were followed by a sharing super.

We held a cake stall in May which raised £160 enabling us to make donations to the Make a Mother's Day and the Summer of Hope appeals and donations were also made to Away from it All, which provides holidays or trips for families who need a break, and the Manchester Benevolent Fund. Donations totalling £100 were made by people attending the memorial service for the late Rev Richard Bailey which his family requested go to Mothers' Union and these were passed on to the Manchester office to be used for projects in the Manchester diocese. I understand from MU Enterprises that the sale of cards etc raises quite substantial funds for Mothers' Union and our branch did exceptionally well this year with total sales of Christmas, baptism and Mothering Sunday cards amounting around £300. We continue to organize and distribute bookmark cards for ladies on Mothering Sunday and sending anniversary cards for three years to anyone baptized in our church. We are also supporting the campaign to bring awareness about domestic abuse. Again, our branch was represented at both Spring and Autumn Councils and the Archdeaconry Festival.

Our membership still stands at 22 but average attendance at meetings has now reduced to 9.

I would like to give my annual thanks to the committee and all our members for their support and help during the year and Margaret Hughes who volunteered to laminate the prayer cards for the bags of love.

Valerie Prestwich

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# Accounts

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**The Parish of St Matthew and St Luke, Chadderton**

**Annual Report of the Parochial Church Council for the Year Ended 31<sup>st</sup> December 2022**

**Presented to the Parishioners meeting and Annual Church Parochial Meeting on  
Tuesday 18<sup>th</sup> April 2023 at 7pm**

Agenda for the Parishioners' and Church Parochial Meetings

The Meeting of the Parishioners

1. Election of Churchwardens

Annual Church Parochial Meeting

1. Apologies for Absence
2. Minutes of the previous APCM
3. Matters Arising
4. Reports for 2022:
  - Vicar
  - Work of the PCC
  - Accounts for the PCC
  - Independent Examiners
  - Gift Aid
  - Reader
  - ALM
  - Safeguarding
  - Churchwardens
  - Deanery Synod
  - 200 Club
  - Mothers' Union
  - Electoral Roll
5. Elections:
  - Parochial Church Councillors
  - Deanery Synod Representatives
  - Independent Examiners
6. Resolution to dis-apply section 3 of the Churchwarden's Measure 2001
7. Other Business to be notified to the secretary 48 hours before meeting

## Parish Annual Report

St Matthew's Church is situated in Oldham West Deanery which is part of the Diocese of Manchester within the Church of England

The correspondence address is The Vicarage, Mill Brow, Chadderton, Oldham OL1 2RT

### **The Annual Report of the Parish of Chadderton: St Matthew and St Luke for the year 2022**

#### **Administrative Information**

The Parochial Church Council (PCC) is a registered charity with the Charity Commission. Registration number 1143492.

PCC members who have served from 1<sup>st</sup> January 2022 until the date this report was approved are:

<i>Incumbent</i>	The Revd Captain David Penny CA	
<i>Reader</i>	Ann Tattersall	
<i>ALM</i>	Margaret Hughes	
	Ann Emmott	
	Lorraine Moore	
<i>Wardens:</i>	Helen Crabtree	
	Leverd Jon-Baptiste	Until APCM 2022– 26 April 2022
	Mike Moran	From APCM 2022– 26 April 2022

#### *Representatives on the Deanery Synod:*

Gillian Barker	PCC Secretary
Roy Tattersall	
Leverd Jon-Baptiste	

#### *Elected Members:*

Max Butterworth	
Clare Clark	
Zoe Chadwick	From APCM 2022– 26 April 2022
Andy Currin	
Andrew Cox	
Ann Emmott	From APCM 2022– 26 April 2022
Colette Flitcroft	Until APCM 2022– 26 April 2022
Carole Heeks	
Margaret Hughes	PCC Treasurer
Paula Leech	
Susan Matthews	Until APCM 2022– 26 April 2022
Claire Middlebrook	
Lorraine Moore	
Jane Wernick	
Rodney Wild	
Pat Wild	

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representatives Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

## **Bank, Investment, Insurance & Other Details**

The Parish banking is with Lloyds, TSB and Co-Operative banks  
CCLA (Churches, Charities and Local Authorities)

The Insurers for the Parish are Ecclesiastical Insurance Group  
(Finance details are shown in the financial statements)

The PCC holds licences from Church Copyright Licensing & the Data Protection Registrar  
Details of Trust Funds attached.

## **Objectives and activities**

St Matthew and St Luke's PCC has the responsibility of cooperating with the incumbent, the Revd David Penny, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church of St Matthew, Chadderton Hall Road, Chadderton.

## **Church attendance**

At the 2022 Annual Parochial Church Meeting the number of people on the Electoral Roll was 189. The average weekly attendance, counted during October was 192. Over 16 years old – 126, under 16 years old – 66.

**Activities and performance follow in the form of various reports as detailed on the front page**

**This report was approved by the PCC on Tuesday 7<sup>th</sup> March 2023 and signed on their behalf by Andrew Cox (PCC Vice Chairman)**

**Signed:**



## Vicar's Report

2022 was a mixed year for all sorts of reasons. We were continuing to recover from the COVID pandemic; Ukraine was invaded; we celebrated with and a few months later mourned our Queen energy prices increased way beyond anyone worst fears and wages didn't keep up with inflation; and changes for me were announced in the autumn. So a real mix of highs and lows, opportunities and challenges.

Our COVID recovery was a mixed bag. On paper our average weekly attendance was a long way short of the 2019 survey, but we were seeing encouraging signs of growth and re-engagement. For the more vulnerable members of the church crowded places indoors where the risk of infection was high, coming back to church was not an option. For some, coming to church was (and still is to a degree) was somewhere to go, but less frequently. Alongside this we have seen some new people becoming members of the church. By the end of the year the Thursday congregation had grown to between 70 - 90 people weekly. The Sunday 8.30am congregation grew and the 10.30am congregation grew back to just below what it was pre-pandemic. Every church will have a different story of recovery to tell, but I would say that on the whole we remain a strong church which not only provides a good and valued ministry in the parish, but also supports the ministry of struggling churches elsewhere in the diocese. We have been blessed by people relocating from Hong Kong to the UK, and have welcomed 3 new families, who are slowly finding their feet.

We also prepared to welcome and support Ukrainian refugees in the spring. With a strong expat Ukrainian community in the Oldham area weren't able to do as much as we wanted, but continue to stand alongside the Oldham Ukrainian population, and keep in touch with the local pastor and church.

Youth and Children have continued to be a focus as we seek to enhance this area of ministry. With changing worship patterns and the number of children at church for the 10.30am Sunday service greatly reduced, we evaluated what we did, what we currently do and discovered a way forward that would be most effective. Thursday evenings are where most of the young people are, so keeping that as a focus was clearly important. As a ministry team we considered what changed to the service were necessary with a much younger demographic, and we tried different ways of worshipping. Our key aim is to produce liturgy that engages all ages - young and old.

The young people who come to church at 10.30am on a Sunday were asked their views on Sunday School. With so few coming, and those who did not want Sunday School it was decided that Sunday School would not restart. Only one grandparent responded to the questionnaire in the affirmative and no one came to the open meeting. I therefore contacted the Sunday School team, explaining everything to them, giving space for their questions, and thanked them for their faithful service over the years.

Youth work was identified as an important aspect of ministry, and we recognised that to make the necessary impact we needed to set aside the appropriate resources. Money from legacies was earmarked as potential funds, and Paula Clarke-Leech was recommended to train as an ALM. The foundations for a successful youth ministry are now in place. Added to this will be the Deanery Worker who the diocese is placing in this Mission Community, a role that could have great potential.

The Mission Community (MC) has had a slow but prayerful start - and I think this is absolutely right. With our newly appointed MC leader off sick I organised the clergy to meet and pray regularly on a Wednesday evening. This has been an invaluable time for us to pray with and support one another. We continue to work with St. Annes and St. Mark Heyside with preparations for marriage course (something we started many years ago), and will continue the conversations around joint youth work.

2022 was our ALM team grow with Ann Emmott and Lorraine Moore being commissioned as ALM's with a focus on Pastoral Ministry. Alongside this Helen Crabtree completed the Administrators module, which is one of the electives on the full ALM course.

Under the new graveyard regulations we needed to think a little differently about how to create a new area for cremated remains as it looked likely that the old plot would be full by the end of the year (we were one out). After some careful thought a new area was identified and a central monument was commissioned. With DAC and chancellor's approval by the end of 2022 we had made some initial headway with foundations in and the monument ready for erection. It is hoped this will be completed by the spring of 2023.

The financial crisis and high energy prices galvanised us to think about what we could do to support those in need. 2 projects were started: Soup and...., and a FoodShare. After an initial trial period the Soup and....came to an end (we are the wrong church geographically for those in need, and the Tuesday Lunch club is sufficient for this area at the moment), and the FoodShare is being well used.

In June as a nation we celebrated the platinum jubilee of Queen Elizabeth II, and were later grieved by her death on 8th September. As a church we marked both occasions with prayer and public acts of worship to reflect a life well lived in service of her country and subjects. For most of us both these events were experienced for the first time. During such times in the life of the country we are reminded of how and why the parish system is so important. The local church is where people gather to express corporate joy and grief, no matter if they go to church every week, or are entering the building for the first time. We are a public space that helps people connect with God, express feelings and find solace when the world is harsh. It has always been the case, and is quite literally where we get the phrase "seeking sanctuary" from, and I'm sure that St. Matthew and St. Luke will continue to that special place of sanctuary for the people of this parish.

It has been my privilege and delight to serve the people of this parish for over 17 years; but I have known that God was prompting me to move for some time. It is never easy to leave a parish and move to another, even more so when the parish is a really good one. In October it was announced that I will be leaving St. Matthew and St. Luke to take up a post in Winchcombe in February. I am immensely grateful to all of you for making my time here so enjoyable and fruitful. Over the years we have achieved a lot of good things, welcomed new people into the church community, sent people off into ministry and seen people grow in knowledge and love of God. It has been a team effort, I thank each and every one of you for all that we done together. It is going to be difficult to say goodbye to you all as we have made so many good friends here, but I know that God will be with us as we start a new chapter in Winchcombe, and he will be with you as you begin a new chapter in the life of St. Matthew and St. Luke. I'm sure God will continue to bless your ministry in this place as you proclaim the Gospel in faith, hope and love.

With my prayers and best wishes.

*Revd Captain David Penny CA*

## **The work of the PCC in 2022**

The full PCC met 9 times during the year with an average level of attendance of 79%. Standing committee and budget committee met once, minutes of their deliberations were received by the full PCC and discussed where necessary.

The "day to day" work of the PCC is carried out by its members – we are a working PCC and all members are expected to contribute whether on particular committees or working on specific tasks. Recommendations are discussed and if appropriate, ratified at full PCC meetings. This process makes for more focussed and strategic discussions and decision-making.

We have been fortunate to have a stable staffing team this year with Ann as Reader and Margaret as ALM giving valuable support to David thus allowing him to carry on with other duties within the parish, in particular, pastoral care. We also welcomed Ann Emmott and Lorraine Moore as ALMs with responsibility for pastoral care.

It is pleasing to know that there are other members of our church community who wish to further explore their faith Paula Leech has been accepted for training on the ALM Pastoral Youth work elective and Helen Crabtree has completed the parish administrator's course.

Thankfully the lifting of Covid restriction enabled us to deliver all services face to face, however, we have also continued to livestream the Sunday 8.30am service.

Thoughts this year turned towards our youth and children's work. Following the pandemic, we discussed the following

- What do we want for the children and youth of the parish?
- What do we want to start again that worked well pre Covid?
- What did we have that we don't want to continue with?
- Our vision for the future

Discussions took place with all stakeholders and plans will hopefully come to fruition early next year with guidance and support from Paula and our mission community.

As the year progressed and the cost of living crisis escalated we were acutely aware that there would be a considerable number of people in our parish who would be struggling to make ends meet. In October we began a "Food Share". Food was donated from members of the congregation and the church was opened every day from 8.30am – 5pm with volunteer key holders opening and closing for specified weeks. People could come into the porch and collect as much or as little food as they needed without the need to ask anyone. As inflation escalated and the days grew colder more and more people were making use of this. It is hoped that we can continue with this in some format during 2023.

We were fortunate to have a number of social and fund-raising events during the year which included a Motown evening, sponsored boundary walk, a very silly sing along and a classical concert.

We celebrated the Queen's platinum jubilee with a royal lunch in June and then mourned the loss of her as sovereign in September.

The highlight of the social events was the summer garden fete in August. We were blessed with great weather and it was wonderful to see so many people attending, this was definitely a community event, a large number of people and families came who have nothing to do with the church but had a thoroughly enjoyable afternoon.

In October, David announced that he had accepted the post of Priest in Charge in the parish of Winchcombe, Gloucestershire. David has been our parish priest for seventeen years and during his time with us has helped and supported every member of the parish who needed him. Whilst I could list numerous qualities and accomplishments the most important thing to say is THANK YOU and wish you all the very best of success in your new parish

We are thankful to the members of the PCC and other members of the congregations, who have worked tirelessly to ensure that our church has adapted to rapidly changing and challenging situations. We pray for strength and direction as we prepare for the interregnum in 2023 in the knowledge that God has a purpose for us all to ensure this parish is fit for mission and "Living out our call to share the Gospel in Faith, Hope and Love"

*Gillian Barker*

## **Financial Statements of the Parish of St Matthew and St Luke for the year 2022**

### **Income for general use.**

2022 saw a downturn in giving by standing order which decreased to £34,283, a decrease of £5,921 from 2021 .

Giving by weekly envelopes also fell slightly from the figure of £9,580 in 2021 to £9,190. Cash collections increased from the 2021 figure by £2,891 to £6,170 and donations which include one-off envelope also rose from £2,241 to £4,774. The latter two increases due in part because of the number of baptisms held to clear the covid pandemic backlog.

Other activities e.g. refreshments and lunch club, parent and toddler group fully resumed in 2022 and made surpluses after expenses totalling £2376.

We had some weekly lettings for part of the year and some ad-hoc lettings including use by Millbrow Beekeepers Association which brought in a total of £1555.

Fees from funerals and weddings brought in £10,208 which was a slight decrease from 2021.

Recovered gift aid amounted to £13,139 a decrease of £228 from 2021.

Fundraising for unrestricted funds made a surplus after expenses of £4,300. We are grateful for the people who gave their time and talents to fundraise.

We received £1,250 from Church of England funds towards fuel costs.

### **General expenditure.**

The parish share set by the diocese was £56,100 and we were able to pay £44,223, also receiving £1,100 from the diocesan encouragement scheme.

Expenditure for upkeep of services e.g. wine, wafers, candles, catering supplies and payments to organists returned to pre-covid levels and expenditure on licenses, council tax, water, insurance etc was at 2021 levels plus an amount for inflation.

£10,487 was expended on routine building maintenance and cleaning.

Upkeep of the churchyard ended the year with a deficit due to the installation of a container to house the grounds equipment, but this will be clawed back during 2023.

### **Income and expenditure not for general use**

We received a £29,000 from a legacy. This has been noted in the accounts as restricted for future mission and ministry and major works.

We replaced the main heating system at a cost of £47,648 and made an initial payment of £5,537 towards an upgrade to the AV system which will be installed in 2023. Funds for these came from legacies received over the past few years.

We also spent £8,698 from the fabric fund on repairs to the old heating system, the tower and the west window.

### **Risk, review, funds and reserves policy.**

It is good practice to maintain a readily accessible balance on unrestricted funds to cover both ordinary running costs and those which arise unexpectedly. The PCC aims to hold between 3 and 6 months running costs in free reserves - at 31<sup>st</sup> December 2022 the balance of free reserves stood at £26,429. This balance does not include any monies that have been designated e.g. legacies or for fabric repairs or that held in the Marianne Hamilton bequest account (see paragraph below).

Funds and related transactions which are considered to be under the control of the PCC are included within these financial statements. In addition there exists an independent registered charity, number 244678, the Marianne Hamilton bequest which was created following the sale of land belonging to the Parish of St Luke. Its purpose is for the improvement of the amenities of the church and for other purposes in the Parish of St Matthew and St Luke.

### **Statement of Trustees Responsibilities**

Charity Law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees have:-

- selected suitable accounting standards and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepared the financial statements on the going concern basis.

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

*Margaret Hughes*

**Parochial Church Council of ST MATTHEW AND ST LUKE**

**RECEIPTS AND PAYMENTS ACCOUNT**

For the year ending 31 December 2022

	Note	2022 Unrestricted Funds £	2022 Designated Funds £	2022 Restricted Funds £	TOTAL 2022 £
<b>RECEIPTS</b>					
Voluntary Income	2(a)	67,557	500	3,590	71,648
Activities for Generating Funds	2(b)	8,914	0	736	9,650
Income from Investments	2(c)	985	1,691	210	2,886
Church Activities	2(d)	13,294		248	13,542
Other Incoming Resources	2(e)	0	32,384	1,980	34,364
<b>TOTAL RECEIPTS</b>		<b>90,749</b>	<b>34,576</b>	<b>6,764</b>	<b>132,089</b>

	2022 Unrestricted / designated Funds £	2022 Designated Funds £	2022 Restricted Funds £	TOTAL 2022 £
<b>PAYMENTS</b>				
Cost of Generating Voluntary Income	3(a)	103	0	103
Fund Raising Costs	3(b)	2,231	0	2,231
Church Activities	3(c)	89,020	61,885	155,012
Governance Costs	3(d)	0	4,107	0
<b>TOTAL PAYMENTS</b>	<b>91,354</b>	<b>61,885</b>	<b>4,107</b>	<b>157,346</b>

**EXCESS OF RECEIPTS OVER PAYMENTS**

-605                      -27,309                      2,658                      -25,257

**NET MOVEMENT IN FUNDS:**

-605                      -27,309                      2,658                      -25,257

The notes on the following pages form part of these accounts

**Parochial Church Council of ST MATTHEW AND ST LUKE**

**Statement of Assets & Liabilities at 31st December 2022**

	Note	2022 Unrestricted Funds £	2022 Designated Funds £	2022 Restricted Funds £	TOTAL 2022 £
<b><u>ASSETS</u></b>					
Investment assets - held in CBF funds	6	3,520		2,437	5,957
MM Rowntrees Charity - held in COIF fund				3,241	3,241
Current accounts		3,797	3,145	3,608	10,551
TSB business Instant Account		17,284	41,244		58,528
CBF PCC No 1 account		30,534			30,534
CBF PCC No 3 account				3,776	3,776
St Luke's CBF Account			128,150		128,150
Marianne Hamilton Account		7,245			7,245
Flowers cash				47	47
200 club bank balance					264
<b>TOTAL ASSETS</b>		<b>62,380</b>	<b>172,540</b>	<b>13,061</b>	<b>247,981</b>

The notes on the following pages form part of these accounts

Approved by the Parochial Church Council on 7th March 2023 and signed on its behalf by.



Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2022 (Cont)

**2. INCOMING RESOURCES**

	2022	2022	2022	TOTAL
	Unrestricted	Designated	Restricted	2022
	Funds	Funds	Funds	2022
	£	£	£	£
<b>2(a) Voluntary Income</b>				
Planned giving by gift aid	36,982		400	37,382
Income tax received (Gift Aid Lite)	13,139		14	13,153
Planned giving not by gift aid	6,492			6,492
Collections - Cash on plate	6,170			6,170
Donations & appeals	4,774	500	364	5,638
On behalf of other Charities (note 5)			2,813	2,813
	<b>67,557</b>	<b>500</b>	<b>3,590</b>	<b>71,648</b>
<b>2(b) Activities for Generating Funds</b>				
Fundraising	6,531		736	7,268
Lunches and other refreshments	2,382			2,382
	<b>8,914</b>	<b>0</b>	<b>736</b>	<b>9,650</b>
<b>2(c) Income from Investments</b>				
Dividends	332		161	493
Interest - TSB	284			284
Interest - paid to deposit accounts	369	1,691	49	2,109
	<b>985</b>	<b>1,691</b>	<b>210</b>	<b>2,886</b>
<b>2(d) Income from Church Activities</b>				
Trading e.g. lettings	1,555			1,555
Fees, statutory and optional	10,208		248	10,456

Parent and Toddler Group	1,530			1,530
Ignite Youth Group		0		0
	<b>13,294</b>	<b>0</b>	<b>248</b>	<b>13,542</b>
<b>2(e) Other Incoming Resources</b>				
Grants			1,250	1,250
Insurance and VAT claims		3,384	730	4,114
Legacies and donations in memory		29,000		29,000
	<b>0</b>	<b>32,384</b>	<b>1,980</b>	<b>33,114</b>
<b>TOTAL INCOMING RESOURCES:</b>				
	<b>90,749</b>	<b>34,576</b>	<b>6,764</b>	<b>132,089</b>

\*\* Legacies and donations designated for future Mission & Outreach initiatives/ identified Major Works

\*\* Legacies and donations designated for future Mission & Outreach initiatives/ identified Major Works

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2022**

#### **1. ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The financial statements include all transactions for which the PCC is responsible. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

##### **Fund accounting**

Endowment Funds are funds, the capital of which must be maintained; only income arising from investment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. Marianne Hamilton is this type of fund.

Restricted Funds represent donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund. The PCC does not normally invest separately for each fund but when appropriate interest is apportioned to individual funds.

Designated Funds are funds which are not restricted by the donor but which the PCC has agreed to designate to be used in the future for a specific purpose. They remain under the control of the PCC as part of unrestricted funds and could be re-designated at any time in the future at the discretion of the PCC.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes. They include designated funds and free reserves. Free reserves are those funds available to be used at the discretion of the PCC which have not been designated for any particular purpose

Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2022 (Cont)

**3. RESOURCES EXPENDED**

	2022	2022	2022	TOTAL
	Unrestricted/ designated Funds £	Designated Funds £	Restricted Funds £	2022 £
<b>3(a) Cost of Generating Voluntary Income</b> i.e. giving envelopes	103		0	103
<b>3(b) Fund Raising Costs</b> Events expenses	2,231			2,231
	<b>2,334</b>	<b>0</b>	<b>0</b>	<b>2,334</b>
<b>3(c) Church Activities</b>				
Missionary and Charitable Giving (note 5)			2,813	2,813
Diocesan Parish Share	44,223			44,223
Ministers expenses & vicarage costs	7,489			7,489
Musicians fees for Church Services	2,480			2,480
Heat, light, water, telephone	5,724			5,724
Insurance	2,665			2,665
Youth and Children's work	0			0
Parent and Toddler Group	244			244
Maintenance of building incl cleaning	10,487			10,487
Upkeep of services	3,156			3,156
Church grounds maintenance	8,928			8,928
Admin costs, photocopier, stationary, postage	2,333			2,333

**	Lunches and other refreshments	1,291		1,291
**	Replacement Heating system	47,648		47,648
**	Upgrade AV system	5,538		5,538
	Music		30	30
	Flowers		1,264	1,264
	Major building work	8,699		8,699
		<b>89,020</b>	<b>4,107</b>	<b>155,012</b>

### 3(d) Governance Costs

**TOTAL RESOURCES EXPENDED: 91,354 61,885 4,107 157,346**

\*\* Funds for replacement heating and AV upgrade taken from designated legacies and donations in memory.

### 4. COSTS RELATING TO FUNERALS & WEDDINGS

It is the custom of the PCC to charge for the services of organists, vergers and sextons at funerals & weddings, and to pass these fees on to the individuals providing the service. Fees for the Vicar at such events were paid to him as part of his stipend. These costs are correctly netted off against fees received, because the PCC is acting merely as agent. Statutory fees income disclosed in note 2 is net of such costs which totalled £4780.50 in respect of organists, vergers & grave preparation and £7815 in respect of vicars fees .

Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2022 (Cont)

**5. CHARITABLE COLLECTIONS**

Collections were held on behalf of other organisations and amounts were paid over in full as follows.

	TOTAL 2022 £
CMS	114
Childrens Society	179
Dr Kershaw's	30
EmbraceME	90
Young Minds	1,304
Unicef Ukraine Appeal	1,096
	<u>2,813</u>

**6. INVESTMENT ASSETS**

	Unrestricted Funds £	Restricted Funds £	TOTAL 2022 £
** Investments held by CCLA/ Diocese	3,520	2,437	5,957
** MM Rowntrees charity held by CCLA (bid market value)		3,241	3,241
Investments held by CCLA/ Diocese	7,245		7,245
	<u>10,765</u>	<u>5,678</u>	<u>9,197</u>

\*\* The investment with CCLA has been held for some time. Dividends or interest are received each month and are included in investment income at note 2. There is mixture of restricted (Fabric and graves) and unrestricted.

## 7 FUND MOVEMENTS

	Bal 1st Jan 22	Incoming Resources	Resources Expended	Transfers In / (out)	Bal 31st Dec 22
Current TSB	6,035	100,696	97,410	-2,105	7,217
Current Lloyds	13,393	28,696	59,756	21,001	3,334
TSB business Instant Account	77,141	284	0	-18,896	58,528
CBF PCC No1	30,138	396	0	0	30,534
CBF PCC no 3	3,727	49	0	0	3,776
CBF St Luke	126,487	1,663	0	0	128,150
Marianne Hamilton Charity Account	7,241	4	0	0	7,245
Investments	5,957	493	0	-493	5,957
Flowers (cash)	-55	140	1,288	1,250	47
200 club bank account	626	3,034	1,973	-1,422	264
<b>Total</b>	<b>270,117</b>	<b>132,281</b>	<b>157,166</b>	<b>-493</b>	<b>244,740</b>

CBF St Luke's and TSB Business Instant accounts include legacies of £166,006 - earmarked for outreach/ major repairs.

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2022 (Cont)

### **7 FUND MOVEMENTS (Cont.)**

#### **General Funds**

General Funds represent the amounts available to the PCC to meet its ongoing obligations, based on the assumption that restricted funds are not available for general use.

#### **Churchyard**

Expenditure has exceeded income due to the purchase of a container to house mechanical equipment. The deficit will be recouped in 2023

#### **Music fund**

Donations and fees received that are specifically for all aspects of music other than the organist's salary are held in a restricted fund.

#### **Flower funds**

Donations received in respect of church flowers are held in a restricted fund to be spent on future flower displays. The balance on hand is sufficient to pay for flowers for the immediate future.

#### **Mission**

Various collections are held on behalf of other organisations and these are paid over as soon as practical.

### **8 Marianne Hamilton Bequest.**

The PCC acknowledges Marianne Hamilton Bequest as an independent Registered Charity, number 244678, which was created following the sale of land belonging to the Parish of St Luke. It's purpose is for improving the amenities of the church and for other purposes in the Parish of St Matthew and St Luke, Chadderton.

## Independent examiner's report to the PCC of St Matthew and St Luke, Chadderton

I report on the financial statements of the PCC for the year ended 31 December 2022, which are set out on pages 01 to 09. This report is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the 1993 Act').

### Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under the Regulations and under section 43(2) of the 1993 Act and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act 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 in 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 of 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 41 of the 1993 Act; and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the 1993 Act and 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.

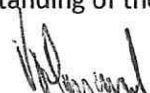
SIGNED:

NAME:

qualification, if relevant

Address

Date



KEITH HAYWARD

FCCA

35 BROADWAY ROYTON OLDHAM OL2 5DD

24.1.2023

## Gift Aid

Thank you, the Parishioners, for the donations you have made in 2022 - whether as a regular committed giving donation or as a single donation and regardless of your tax-paying status.

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2022</b>
RegDonor	£12,260.89	£8,790.10	£9,867.65	£9,837.40	
OneOffs	£460.30	£495.95	£602.39	£475.84	
GASDS	£3,170.90	£2,033.71	£2,518.17	£2,090.63	<b>Year Total</b>
<b>Total</b>	<b>£15,892.09</b>	<b>£11,319.76</b>	<b>£12,988.21</b>	<b>£12,403.87</b>	<b>£52,603.93</b>
			<b>25% refund</b>		<b>£13,151.57</b>

The Gift Aid year runs in tandem with the Tax Year, though for the purposes of this calendar year report, I detail those donations that we were able to prove an audit trail on, viz: valid name, address and Gift Aid Declaration (separately held, or contained on the OneOff blue envelopes). In total we were able to claim back just over £13k from the government to contribute to church expenses. This is of course a tremendous sum, albeit is less than 2017-2019 by some margin – as we try to adjust to the reduced makeup of congregations and funding patterns seen post ‘the Covid years’.

GASDS is a longstanding ‘temporary’ scheme whereby - regardless of tax-payer status - we can currently claim up to £2000 in a tax year from cash in the weekly collection. Save for 2020 and 2021 (hence the larger one-off claim possible in 2022), we have managed this each year. If you DO pay tax, may I please ask you instead, to complete a Gift Aid Donation Form available from me and in church. Likewise, if you can commit to regular giving, you strongly consider payment by weekly/monthly standing order, or if not possible, Regular Giving Envelopes available from me and in church.

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Nov	<b>2017</b>
RegDonor	£11,448.96	£9,719.94	£11,214.37	£10,353.57	
OneOffs	£2,638.80	£1,414.90	£1,479.23	£1,703.85	
GASDS	£1,057.59	£2,151.05	£1,874.08	£2,975.23	<b>Year Total</b>
<b>Total</b>	<b>£15,145.35</b>	<b>£13,285.89</b>	<b>£14,567.68</b>	<b>£15,032.65</b>	<b>£58,021.57</b>
			<b>25% refund</b>		<b>£14,507.89</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2018</b>
RegDonor	£11,913.65	£10,133.53	£11,602.14	£11,298.35	
OneOffs	£1,014.61	£1,136.27	£1,285.16	£1,655.00	
GASDS	£999.64	£2,049.37	£2,327.45	£2,728.76	<b>Year Total</b>
<b>Total</b>	<b>£13,927.90</b>	<b>£13,369.17</b>	<b>£15,214.75</b>	<b>£15,682.11</b>	<b>£58,193.93</b>
			<b>25% refund</b>		<b>£14,472.47</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2019</b>
RegDonor	£12,568.39	£11,755.22	£12,690.18	£12,278.70	
OneOffs	£1,315.07	£1,260.39	£1,340.49	£1,249.44	
GASDS	£894.42	£2,294.03	£2,016.02	£2,759.98	<b>Year Total</b>
<b>Total</b>	<b>£14,777.88</b>	<b>£15,309.64</b>	<b>£16,046.69</b>	<b>£16,288.12</b>	<b>£62,422.33</b>
			<b>25% refund</b>		<b>£15,605.58</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2020</b>
RegDonor	£12,543.66	£7,701.00	£13,943.51	£11,275.83	
OneOffs	£870.52	£0.00	£188.10	£162.50	
GASDS	£929.57	£0.00	£1,503.27	£1,194.47	<b>Year Total</b>
<b>Total</b>	<b>£14,344.15</b>	<b>£7,701.00</b>	<b>£15,634.88</b>	<b>£12,632.80</b>	<b>£50,312.83</b>
			<b>25% refund</b>		<b>£12,578.21</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2021</b>
RegDonor	£12,067.00	£10,089.30	£11,955.10	£10,025.50	
OneOffs	£61.00	£159.60	£308.71	£130.99	
GASDS	£1,375.78	£913.44	£1,290.12	£2,250.94	<b>Year Total</b>
<b>Total</b>	<b>£13,503.78</b>	<b>£11,162.34</b>	<b>£13,553.93</b>	<b>£12,407.43</b>	<b>£50,627.48</b>
			<b>25% refund</b>		<b>£12,656.87</b>

2022 Saw the Inland Revenue and Diocese make permanent the transitional scheme put in place during first Covid outbreak, of enabling GASDS claims on a series of payments (identified in a schedule of the period they cover), where saved up/unable to attend each week. Likewise, in recognition of the growing cashless society, permitted GASDS claims of up to £30 for *donations* given on our Contactless payment terminals we acquired in the year. This has proved particularly useful for our visitors to Baptisms – albeit a Gift Aid declaration (one-off or open, for our taxpayers) avoids using up the limited allowance in this regard.

You will note how the declaration does state it is your responsibility to ensure you personally (not your joint/shared household) do pay sufficient tax to cover all your GiftAided donations - the Revenue do randomly audit! With standard tax remaining at £12750 per annum from 6 April 2023, a change in circumstance/tax status can quickly change matters. Do please let me know - on a strictly confidential basis - should your declaration with me need to cease at any point. I can then ensure no over-claims are made.

Eg £100 per month donation = £1,200 in a year on which £300 tax is reclaimed.

A minimum £14250 annual income would need earning to incur this ‘refunded’ £300 tax charge.

In the meantime, please do keep me updated of any changes in your email address, physical address, name or tax-paying status!

*Neville Barker (GiftAidStMatthews@gmail.com)*

### **Reader Ministry**

After Covid lock-down, attendance has begun to improve, not only for Church Services, but the attendance at Luncheon Club and Drop-In. It is pleasing to see people whom we may not have seen for some time, and new people coming to Services, some of whom may have come with friends or relatives.

I have continued to lead Funeral Services, and help families through the time of mourning, and there is currently often a waiting time of 4 weeks before the Service can take place, possibly due to a shortage of staff in certain areas. I am also being asked to cover for more funerals whilst we are on Interregnum.

I shall also now be a little busier as I take Home Communion to those who are not well enough to attend Church.

I am very grateful for those who help regularly with our Luncheon Club, and for those who have covered at times when someone has not been able to attend, including making and/or cooking the meal. It is also pleasing that we have had gentlemen coming too. It used to be virtually a female gathering.

As we move on into the period of Interregnum and give thanks for all that Revd. David Penny has done in the last 17 years, we continue to pray for God's guidance in whatever lies ahead for us all.

*Ann Tattersall (Reader Minister)*

### **Authorised Lay Ministry**

In 2022 I continued to lead Thursday evening family services - on average once a month. It is a pleasure to report that these continue to be well attended with consistent numbers of 70 to 80 children and adults each week during 2022. The services are either Holy Communion or, when led by Ann or me, Service of the Word which has a format of prayer, hymns, confession, readings, a talk, creed and intercessions. We try to make the services as interactive as possible.

During Holy week I led an evening service of Stations of the Cross. I was responsible for the outdoor Experience Easter worship on Good Friday morning and took a ministerial role in the Good Friday liturgy and Easter Sunday Service of Light.

*Margaret Hughes*

### **Safeguarding**

During the period 1st January to 31st December 2022 there were no notifiable disclosures or causes for concern.

We currently have 28 members of the congregation holding DBS certificates relevant to their role within St Matthew and St Luke's. Of these 2 are due for renewal during 2023 or ASAP. There were 10 successful applications, either new or renewals, made during 2022.

Certificate numbers and their issue dates are held on record. This enables us to check when renewals are due.

All our groups working within St Matthew's are reminded that any new leaders/post holders having contact with children and/or vulnerable adults must have a relevant, current DBS certificates to safeguard all people attending those groups.

Another reminder to all certificate holders to ensure their basic safeguarding training has been completed and proof of completion given to safeguarding team.

The Current Parish Safeguarding Handbook is available online, accessible through the diocesan website.

*Clare Clark*

## Church Warden

With the COVID 19 restrictions behind us we have thankfully been able to return to more normality this year. However, we have still not managed to build all our congregation numbers up to pre COVID levels and this is something we need to work towards in order to grow our church. The year ended with the sad news of David's resignation, which means we will have a challenging time ahead. He will be a sad loss and we will all miss him dearly, but we have a very good team of Deputy Church Wardens, Team Leaders and Volunteers to help with the running of the church, so we are confident that we will get through this period of interregnum as we all pull together. We are lucky that all of our services until the end of July are covered by retired clergy, clergy from other parishes and Margaret and Ann. Gillian is working hard to obtain cover for the rest of the year and we thank her and all our teams and volunteers for the hard work that they have done so far.

All the usual maintenance and services have been carried out:

- Kitchen/Choir Vestry Boiler serviced by Swift Heat (£90.00)
  - Repair work to main boiler carried out (537.60)
  - Fire extinguishers serviced and remedial work carried out at a second visit. (£187.98)
  - Intruder alarm and emergency lighting serviced (£591.24)
  - AV/hearing loop serviced by Noiseboys as per service agreement.
  - Mole traps were set and 5 moles were caught (£216)
  - Gutters were cleared and serviced (£270.00)
  - Rodent infestation checks carried out quarterly by Pro-Kill under service contract. Some infestation found and dealt with.
  - Gardening Equipment serviced by Ashley Mowers (£798.94)
- (VAT where applicable is included. Professional fees are recorded separately in church accounts)

We are still experiencing and monitoring water ingress into the choir vestry roof, despite a temporary repair carried out FOC by Fogarty Restoration. A hole has now appeared in the ceiling and a claim for internal damage was made and approved by Ecclesiastical insurance. A faculty has been approved for a new roof that will be installed in spring 2023.

- Leading installed on narthex roof by Fogarty Restoration to stop water ingress in this areas (FOC) and a slipped tile to the nave roof replaced by Fogarty Restoration (£180)
- Tower work carried out to repair decaying gutter board to north elevation of nave, de-rust and paint bell fixings, renew water cover proofing to belfry, renew floor boarding with the sounding chamber to belfry, replace corroded RSJ and rotten beams, replace louvre and hatch cover to vertical ladder to bell chamber, (£7,140)
- Repairs to the church organ were carried out by Anthony Brogden under the guarantee.
- Existing light fittings changed to LED with motion sensors in vicar's vestry, choir vestry, office and outdoor. Plus, two additional sockets installed in choir vestry by Prolect Electrical. (£888)
- Two conifers planted without permission and some dead trees as well as branches damaged by storm removed by volunteers FOC. A number of trees were planted in memory of various people.
- Container and base installed in church field to store gardening equipment. Base installed by W Maddock and container supplied by Universal Containers. (£6,641)
- Gaps in the privet fencing filled in with extra plants by volunteers. (£234.90)
- Churchyard gates and latch on wooden gate broken and repaired by volunteers.
- Boundary wall between church and school repaired by volunteers.
- Work commenced on new Garden of Remembrance with installation of base for memorial by Memories Memorials.
- Damaged doorbell replaced. (£22.98)
- Flagpole lock replaced. (£59.94)
- Kitchen/choir vestry flooring replaced. (£960)
- Broken kitchen cooker replaced with new one. (£159)
- Call out charge and repair to the intruder alarm amounted to £204.
- Old heating system removed and new system installed by J W Moore & Co. (£42,748.30)
- Two items of silverware repaired by Harvey's jewellers. (£220)
- 12 damaged bookmarks were buried.
- A faculty was granted for the reservation of 2 grave spaces.
- A legacy of £29,000 has been received.
- The inventory and Terrier were updated accordingly.

We thank our Ministry team David, Margaret and Ann for leading Worship, Spiritual Guidance and Ministry of God's word. We also thank David for his dedication, support, counselling and everything he has achieved over the last 17 years and we wish him well in the future.

We have two new Pastoral ALMs - Ann Emmott and Lorraine Moore and we thank them and Vanessa Bryan for the pastoral care they have provided to those in need.

*Helen Crabtree & Mike Morar*

## **Deanery Synod**

Mission Communities is a Diocese essential policy to arrest the decline and promote the growth of Christian values within our communities.

**The creation of Mission Communities will enable Church communities [us] to work closely together at the local level, developing the skills and talents of our existing and new ordained and lay leaders so that our parish system is able to flourish as the basis for our future survival and growth.**

- Our growth strategy is centred on two words – Fresh and Refresh – by pioneering new faith communities and reinvigorating existing ones.
- With Fresh, we are setting up new resourcing churches across the diocese to attract new members, particularly young adults.
- Through our planting strategy, we are seeking to plant new congregations and fresh expressions of church, so that churches carrying a DNA of mission are established in communities where attendance is currently low.
- With Refresh, we are working with our existing churches, encouraging them to maintain a consistent outward focus to create pathways for newcomers to find faith.
- We are also providing our clergy, lay leaders and chaplains with relevant development and training so they have the skills to grow healthy and vibrant faith communities.
- Our focus on children and their families is borne out by the Children Changing Places project which we will be seeking to replicate across the diocese; In a word 'Nurturing' the community.
- Increasing Vocations – both clergy and lay – means we have a new, diverse generation of leaders with the instincts and skills to grow new faith communities.
- Discipleship, enabling all of us to deepen, share and live out our faith both in church and daily life. Through our participation in the national Discipleship Learning Community, we are developing experience, skills and resources that will be rolled out and shared across the diocese over the next years. Serving
- Environment; helping us to be an environmentally sustainable church in the global climate emergency, through participation in national programmes such as eco-church, eco-schools, and the energy footprint tool. Fit for Mission
- Our digital church presence and online worship has been serving our congregations in lockdown and will continue to reach out further into our communities. Training and support are available to every parish as well as peer to peer learning and encouragement.
- We are working to develop a culture of Christ-like generosity and to increase giving levels in our churches, to enable them to flourish, thrive and be sustainable. The proposals in this document set out plans to enable us to bring all these approaches together at the local ministry level, in what we are proposing to call Mission Communities. They arise out of the firm conviction that we need to organise ourselves differently on the ground so we can lead and deliver the radical changes that are required to grow the Church of the future. We believe the proposed changes to local ministry are the next step on the road to growth and transformation in our diocese.

Oldham and Ashton Deanery Mission Community 2 comprises of: -

CHADDERTON ST MATTHEW AND ST LUKE

CHADDERTON: ST MARK

HEYSIDE: ST MARK

OLDHAM: ST JAMES WITH ST AMBROSE

ROYTON: LONGSIGHT ST ANNE

ROYTON: ST PAUL

MIDDLETON JUNCTION: ST GABRIEL

The above article is taken from a Diocesan publication.

### **Officers of the Deanery Synod**

**Daniel Ramble: - Area Dean**

**Liz Dent: - Lay Chair**

*Roy Tattersall*

## 200 Club

We took the opportunity in June 2022 to relaunch our 200 Club offering this year, enabling us to tap into the wider market of potential subscribers, seeking formal local council lottery licence. We can now advertise our monthly draw outside of the physical church premises – reflecting the make-up of supporters old and new as far afield as Royton, Middleton and Fleetwood!

First, we must thank Ann Tattersall for her 11 years administering the scheme on the PCC's behalf on what had become an onerous task for one person, not least due to the (un)ease of contact with our new bankers mid-2021. Fortuitously, with the advent of on-line banking our need to get a dialogue with the bank's call centre is now much reduced.

There has been some movement in subscribers since scheme initially set up in 2005, with a fixed prize pool reducing the income stream/increasing the risk to the PCC with each member who left. We therefore reviewed the scheme to reflect current market practice of linking the prize fund as a percentage to the income received for that month's draw subscription. Following PCC approval in July 2022, our updated Constitution was circulated to all then current subscribers, giving 3 months' notice of the new calculation applying with effect from the November 2022 draw (subscription credits received October 2022).

At the end of December 2022 we had 67 syndicate entries (65 December 2021) each contributing £4 per month. During 2022 Prize monies of £1711.26 were awarded and £1372.36 paid over to general church funds.

Thank you to each of you who subscribe to the 200 Club, and to those who share its existence with your local friends and neighbours who may want to know how they can help their local church at arm's length.

*Neville Barker, Margaret Hughes and Claire Middlebrook  
Administrators [StMatthews200Club@gmail.com](mailto:StMatthews200Club@gmail.com)  
Council Registration number: **Lot0225***

## Mothers' Union

As was usual for our branch we began the year with the Annual General Meeting. At our February meeting Mavis Booth brought along a selection of dolls she had made, giving a brief description of them and asking members to name them. We held a beetle drive at our March meeting which turned out to be quite hilarious. Our April meeting saw us exercising our artistic (or not) talents doing egg painting for Easter and at our May meeting we held a quiz. Our Archdeaconry President attended our June meeting and gave us an update on what was happening in our link dioceses in Africa. This talk was followed by a sharing supper. We spent the evening of our July meeting filling the 'bags of love' in readiness to hand out to parents/carers of the new school intake in September. Lorraine Moore entertained us in September telling of her experience of being on the Xfactor show and singing one of her favourite songs. In October Valerie Prestwich read excerpts from the minute book of Oldham Deanery which dated from 1947-1952. These gave us an idea of how Mothers' Union has evolved over the years. Who wants to be a Millionaire was the game we played in November and was enjoyed by everyone. We concluded our year in December with a buffet supper and chat to all our friends.

Other points of interest during the year are: Donations to AFIA, IMPC and Make a Mother's Day; Lady Day Eucharist in March; Providing bookmark cards for ladies on Mothering Sunday; Representatives at Spring and Autumn Councils; Our branch being represented at the Archdeaconry Festival; Knitting beanie hats for new-born babies at Royal Oldham Hospital; Knitting small red squares for bereaved families at Royal Oldham Hospital and as previously mentioned providing bags of love for our day school.

We lost one member during the year with the death of Annice Potts and our membership now stands at 22 with average attendance at meetings of 11.

Again I would like to thank all our members for their support during the year and also Rev David Penny for his continued support who I am sure will be very much missed when he leaves our parish at the end of January.

*Valerie Prestwich*

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# Accounts

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## The Parish of St Matthew and St Luke, Chadderton

### Annual Report of the Parochial Church Council for the Year Ended 31<sup>st</sup> December 2021

Presented to the Parishioners meeting and Annual Church Parochial Meeting on  
Tuesday 26<sup>th</sup> April 2022 at 7pm

#### Agenda for the Parishioners' and Church Parochial Meetings

##### The Meeting of the Parishioners

1. Election of Churchwardens

##### Annual Church Parochial Meeting

1. Apologies for Absence
2. Minutes of the previous APCM
3. Matters Arising
4. Reports for 2021:
  - Vicar
  - Work of the PCC
  - Accounts for the PCC
  - Independent Examiners
  - Gift Aid
  - Reader
  - ALM
  - Churchwardens
  - Deanery Synod
  - Safeguarding
  - Mothers' Union
  - 200 Club
  - Electoral Roll
5. Elections:
  - Parochial Church Councillors
  - Independent Examiners
6. Other Business to be notified to the secretary 48 hours before meeting

## Parish Annual Report

St Matthew's Church is situated in Oldham West Deanery which is part of the Diocese of Manchester within the Church of England

The correspondence address is The Vicarage, Mill Brow, Chadderton, Oldham OL1 2RT

### **The Annual Report of the Parish of Chadderton: St Matthew and St Luke for the year 2021**

#### **Administrative Information**

The Parochial Church Council (PCC) is a registered charity with the Charity Commission. Registration number 1143492.

PCC members who have served from 1<sup>st</sup> January 2021 until the date this report was approved are:

<i>Incumbent</i>	The Revd Captain David Penny CA
<i>Reader</i>	Ann Tattersall
<i>ALM</i>	Margaret Hughes

<i>Wardens:</i>	Helen Crabtree	Until APCM 2021– 20 April 2021
	Susan Tracey	From APCM 2021– 20 April 2021
	Jon Baptiste	

#### *Representatives on the Deanery Synod:*

Gillian Barker	PCC Secretary
Roy Tattersall	
Andrew Cursham on Baptiste	

#### *Elected Members:*

Vanessa Bryan	Until APCM 2021– 20 April 2021
Max Butterworth	
Clare Clark	
Andy Currin	
Andrew Cox	
Colette Flitcroft	
Carole Heeks	From APCM 2021– 20 April 2021
Margaret Hughes	PCC Treasurer
Charleen Kelly	From APCM 2021– 20 April 2021
Paula Leech	
Susan Matthews	
Claire Middlebrook	From APCM 2021– 20 April 2021
Lorraine Moore	
Martyn Parry	Until APCM 2021– 20 April 2021
Jane Wernick	
Rodney Wild	
Pat Wild	

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representatives Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

## **Bank, Investment, Insurance & Other Details**

The Parish banking is with Lloyds, TSB and Co-Operative banks

CCLA (Churches, Charities and Local Authorities)

The Insurers for the Parish are Ecclesiastical Insurance Group

(Finance details are shown in the financial statements)

The PCC holds licences from Church Copyright Licensing & the Data Protection Registrar

Details of Trust Funds attached.

## **Objectives and activities**

St Matthew and St Luke's PCC has the responsibility of cooperating with the incumbent, the Revd David Penny, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church of St Matthew, Chadderton Hall Road, Chadderton.

## **Church attendance**

At the 2021 Annual Parochial Church Meeting the number of people on the Electoral Roll was 201. The average weekly attendance, counted during October was 150. Over 16 years old – 98, under 16 years old – 52.

**Activities and performance follow in the form of various reports as detailed on the front page**

**This report was approved by the PCC on Tuesday 1<sup>st</sup> March 2022 and signed on their behalf by The Revd Captain David Penny CA (PCC chairman)**

**Signed:**

## Financial Statements of the Parish of St Matthew and St Luke for the year 2021.

### **Income for general use.**

2021 continued to be a challenging year financially with all sources of income affected by the pandemic except standing orders which increased by £1,245 to £39,204.

Giving by weekly envelopes fell from the figure of £9,894 in 2020 to £9,580 (the figure in 2019 was £16,788). Cash collections increased from the 2020 figure by £1,120 to £3,188 (£4,859 in 2019). Donations which include one-off envelope giving fell from the 2020 figure of £2,618 to £2,241 (£7,771 in 2019).

Other activities e.g. after church refreshments, lunch club, parent and toddler group re-started in the third quarter so the income from these activities remained low. We were able to let the church building out to Oldham Borough's Doorstep Engagement Teams which provided us with £880 and Millbrow Beekeepers Association usage also brought in some letting income.

Fees from funerals increased to £10,507 from £7,219 in 2020.

Recovered gift aid fell slightly to £12,662 from £13,367 in 2020.

Fundraising for unrestricted funds – Once Upon a Christmas netted £395 and a raffle raised £551. Small amounts were also raised by e.g. sales of knitted goods and cards. We are grateful for the people who gave their time and talents to fundraise.

A change of bank accounts from Natwest to TSB for main banking and the Co-op for the 200 club attracted switch payments totalling £5,450.

### **General expenditure.**

The parish share set by the diocese was £55,000 was paid in full but £5,000 was taken from 2020 surplus to enable this.

Expenditure in many areas remained low e.g. wine, wafers, candles, catering supplies. However, expenditure on licenses, council tax, water, insurance etc remained at pre-covid levels.

£6,308 was expended on routine building maintenance.

Upkeep of the churchyard was brought in-house half way through 2021 with volunteers working on a rota basis. This resulted in a reduction in costs from £7,754 to £5,082. Equipment to facilitate this was purchased with legacy money.

There was some saving on, for example gas, electricity, payments to our organist but, as in 2020, there was additional expenditure on cleaning & sanitising.

### **Income and expenditure not for general use**

Fundraising was also curtailed but the 200-club continued to operate and £1,100 was transferred to the main parish account. This has been put aside, as in previous years, towards fabric repairs.

We received a total of £52,596 from two legacies and a number of small donations in memory of departed loved ones. These have been noted in the accounts as restricted for future mission and ministry.

Funds set aside for fabric were used for more substantial repairs than routine maintenance, amounting to £8,610 but these costs were offset by a grant of £880 from National Churches and a VAT reclaim of £1,008.

### **Risk, review, funds and reserves policy.**

It is good practice to maintain a readily accessible balance on unrestricted funds to cover both ordinary running costs and those which arise unexpectedly. The PCC aims to hold between 3 and 6 months running costs in free

reserves - at 31<sup>st</sup> December 2021 the balance of free reserves stood at £27,600. This balance does not include any monies that have been designated e.g. legacies or for fabric repairs.

Funds and related transactions which are considered to be under the control of the PCC are included within these financial statements. In addition there exists an independent registered charity, number 244678, the Marianne Hamilton bequest which was created following the sale of land belonging to the Parish of St Luke. Its purpose is for the improvement of the amenities of the church and for other purposes in the Parish of St Matthew and St Luke.

### Statement of Trustees Responsibilities

Charity Law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees have:-

- selected suitable accounting standards and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepared the financial statements on the going concern basis.

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

Margaret Hughes

Parish Treasurer.

## Parochial Church Council of ST MATTHEW AND ST LUKE

### RECEIPTS AND PAYMENTS ACCOUNT

For the year ending 31 December 2021

	Note	2021 Unrestricted Funds £	2021 Designated Funds £	2021 Restricted Funds £	TOTAL 2021 £	2020 Unrestricted funds £
<b>RECEIPTS</b>						
Voluntary Income	2(a)	66,627	3,000	2,104	71,731	65,906
Activities for Generating Funds	2(b)	1,870	1,151	-	3,020	455
Income from Investments	2(c)	463	66	168	697	895
Church Activities	2(d)	11,730		164	11,894	8,005
Other Incoming Resources	2(e)	5,450	53,604	880	59,934	-
<b>TOTAL RECEIPTS</b>		<b>86,139</b>	<b>57,821</b>	<b>3,316</b>	<b>147,277</b>	<b>75,261</b>
<b>PAYMENTS</b>						
		2020 Unrestricted / designated Funds £	2020 Designated Funds £	2020 Restricted Funds £	TOTAL 2020 £	
Cost of Generating Voluntary Income	3(a)	111		-	111	116
Fund Raising Costs	3(b)	435	-	-	435	
Church Activities	3(c)	87,789	22,452	2,534	112,774	69,084
Governance Costs	3(d)	-		-	-	-
<b>TOTAL PAYMENTS</b>		<b>88,335</b>	<b>22,452</b>	<b>2,534</b>	<b>113,320</b>	<b>69,200</b>
<b>EXCESS OF RECEIPTS OVER PAYMENTS</b>		<b>(2,196)</b>	<b>35,370</b>	<b>783</b>	<b>33,957</b>	<b>6,061</b>
<b>NET MOVEMENT IN FUNDS:</b>		<b>(2,196)</b>	<b>35,370</b>	<b>783</b>	<b>33,957</b>	<b>6,061</b>

The notes on the following pages form part of these accounts

**Parochial Church Council of ST MATTHEW AND ST LUKE**

**Statement of Assets & Liabilities at 31st December 2021**

	Note	2021 Unrestricted Funds £	2021 Designated Funds £	2021 Restricted Funds £	TOTAL 2021 £	2020 Unrestricted funds £
<b><u>ASSETS</u></b>						
Investment assets	6	3,520		5,444	8,963	3,520
Current accounts		9,821	7,772	1,834	19,427	27,704
TSB business Instant Account		12,000	65,141		77,141	
CBF PCC No 1 account		30,138			30,138	30,122
CBF PCC No 3 account		-		3,727	3,727	-
St Luke's CBF Account			126,487	-	126,487	-
Marianne Hamilton Account		7,241			7,241	7,241
200 club account			626		626	
Flowers cash				(55)	(55)	
<b>TOTAL ASSETS</b>		<b>62,720</b>	<b>200,026</b>	<b>11,004</b>	<b>273,751</b>	<b>68,587</b>

The notes on the following pages form part of these accounts

Approved by the Parochial Church Council on 1st March and signed on its behalf by.

**Chairman**

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2021**

#### **1. ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The financial statements include all transactions for which the PCC is responsible. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

##### **Fund accounting**

Endowment Funds are funds, the capital of which must be maintained; only income arising from investment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established. Marianne Hamilton is this type of fund.

Restricted Funds represent donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund. The PCC does not normally invest separately for each fund but when appropriate interest is apportioned to individual funds.

Designated Funds are funds which are not restricted by the donor but which the PCC has agreed to designate to be used in the future for a specific purpose. They remain under the control of the PCC as part of unrestricted funds and could be re-designated at any time in the future at the discretion of the PCC.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes. They include designated funds and free reserves. Free reserves are those funds available to be used at the discretion of the PCC which have not been designated for any particular purpose

Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2021 (Cont)

**2. INCOMING RESOURCES**

	2021 Unrestricted Funds £	2021 Designated Funds £	2021 Restricted Funds £	TOTAL 2021 £	2020 Unrestricted funds £
<b>2(a) Voluntary Income</b>					
Planned giving by gift aid	41,888		400	42,288	43,795
Income tax received (Gift Aid Lite)	12,415		247	12,662	13,367
Planned giving not by gift aid	6,895			6,895	4,058
Collections - Cash on plate	3,188			3,188	2,068
Donations & appeals Income tax recovered	1,927			1,927	2,465
Donations & appeals not income tax recovered	314	3,000	621	3,935	153
On behalf of other Charities (note 5)			836	836	
	<b>66,627</b>	<b>3,000</b>	<b>2,104</b>	<b>71,731</b>	<b>65,906</b>
<b>2(b) Activities for Generating Funds</b>					
Fundraising - restricted for fabric repairs	1,451	1,151		1,151	25
Lunches and other refreshments	418			418	430
	<b>1,870</b>	<b>1,151</b>	<b>0</b>	<b>3,020</b>	<b>455</b>
<b>2(c) Income from Investments</b>					
Dividends	332		166	498	341
Interest - TSB	115				
Interest - paid to deposit accounts	16	66	2	83	554
	<b>463</b>	<b>66</b>	<b>168</b>	<b>582</b>	<b>895</b>
<b>2(d) Income from Church Activities</b>					

Trading e.g. lettings	1,062	100	1,162	417
Fees, statutory and optional	10,443	64	10,507	7,219
Parent and Toddler Group	225		225	369
Ignite Youth Group		0	0	
	<b>11,730</b>	<b>0</b>	<b>11,894</b>	<b>8,005</b>

**2(e) Other Incoming Resources**

Bank switch incentives	5,450		5,450	0
Grants		880	880	
Insurance and VAT claims		1,008	1,008	0
** Legacies and donations in memory		52,596	52,596	0
	<b>5,450</b>	<b>880</b>	<b>53,604</b>	<b>16,010</b>
<b>TOTAL INCOMING RESOURCES:</b>	<b>86,139</b>	<b>3,316</b>	<b>147,277</b>	<b>91,271</b>

\*\* Legacies and donations designated for future Mission & Outreach initiatives/ identified Major Works

Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2021 (Cont)

**3. RESOURCES EXPENDED**

	2021 Unrestricted/ designated Funds £	2021 Designated Funds £	2021 Restricted Funds £	TOTAL 2021 £	2020 Unrestricted funds £
3(a) Cost of Generating Voluntary Income i.e. giving envelopes	111		0	111	116
3(b) Fund Raising Costs Events expenses	435			435	237
	<b>546</b>	<b>0</b>	<b>0</b>	<b>546</b>	<b>353</b>

**3(c) Church Activities**

Missionary and Charitable Giving (note 5)			836	836	
Diocesan Parish Share	55,000			55,000	31,493
Ministers expenses & vicarage costs	5,988			5,988	6,678
Musicians fees for Church Services	790			790	620
Heat, light, water, telephone	4,868			4,868	4,584
Insurance	2,604			2,604	2,600
Youth and Children's work	116			116	85
Parent and Toddler Group	35			35	260
Ignite Youth Group			0	0	0
Maintenance of building incl cleaning	7,540			7,540	8,503
Upkeep of services	2,024			2,024	4,169
Church grounds maintenance	5,082		299	5,381	7,642

Grounds maintenance equipment		9,923		<b>9,923</b>	
Admin costs, photocopier, stationary, postage	3,445			<b>3,445</b>	1,940
Lunches and other refreshments	297			<b>297</b>	458
Organ surround		3,919		<b>3,919</b>	
Music			210	<b>210</b>	
Flowers			1,189	<b>1,189</b>	
Major building work		8,610		<b>8,610</b>	0
		<b>87,789</b>	<b>22,452</b>	<b>2,534</b>	<b>112,774</b>
					<b>69,032</b>

**3(d) Governance Costs**

<b>TOTAL RESOURCES EXPENDED:</b>		<b>88,335</b>	<b>22,452</b>	<b>2,534</b>	<b>113,320</b>	<b>69,385</b>
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**4. COSTS RELATING TO FUNERALS & WEDDINGS**

It is the custom of the PCC to charge for the services of organists, vergers and sextons at funerals & weddings, and to pass these fees on to the individuals providing the service. Fees for the Vicar at such events are paid to him as part of his stipend. These costs are correctly netted off against fees received, because the PCC is acting merely as agent. Statutory fees income disclosed in note 2 is net of such costs which totalled £7236 in respect of organists, vergers & grave preparation and £6081 in respect of vicars fees.

**Parochial Church Council of ST MATTHEW AND ST LUKE**

**NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2021 (Cont)**

**5. CHARITABLE COLLECTIONS**

Collections were held on behalf of other organisations and amounts were paid over in full as follows.

	<b>TOTAL 2021</b>	<b>TOTAL 2020</b>
	£	£
CMS	130	492
Dr Kershaw's	130	-
Mind	365	-
Unicef	212	600
	<b>836</b>	<b>1,092</b>

**6. INVESTMENT ASSETS**

	Unrestricted Funds £	Restricted Funds £	<b>TOTAL 2021 £</b>	<b>TOTAL 2020 £</b>
Investments held by CCLA/ Diocese	3,520	2,437	<b>5,957</b>	5,957
investments held by CCLA (bid market value)		3,007	<b>3,007</b>	3,007
Investments held by CCLA/ Diocese M Hamilton	7,241		<b>7,241</b>	7,241
	<b>10,761</b>	<b>5,443</b>	<b>8,963</b>	8,964

above report awaited from dic

The investment with CCLA has been held for some time. Dividends or interest are received each month and are included in investment income at note 2. There is mixture of restricted (Fabric and graves) and unrestricted.

## 7 FUND MOVEMENTS

	Bal 1st Jan 21	Incoming Resources	Resources Expended	Transfers In / (out)	Bal 31st Dec 21
Current Natwest / TSB	57,356	121,099	83,279	-89,141	6,035
Current Lloyds	5,660	24,442	38,560	21,850	13,392
Cash	0	0	0	0	0
TSB business Instant Account	0	115	0	77,025	77,141
CBF PCC No1	30,122	16	0	0	30,138
CBF PCC no 3	3,725	2	0	0	3,727
CBF St Luke	126,421	66	0	0	126,487
Marianne Hamilton Charity Account interest awaited	7,241	0	0	0	7,241
200 club account	776	3,870	1,670	-2,350	626
Investments - report awaited	8,964	498	0	-498	8,964
Flowers (cash)	16	0	971	900	-55
<b>Total</b>	<b>240,264</b>	<b>150,108</b>	<b>123,509</b>	<b>6,886</b>	<b>273,750</b>

CBF St Luke's and TSB Business Instant accounts include legacies of £124,862 - earmarked for outreach/ heating replacement

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2021 (Cont)

### **7 FUND MOVEMENTS (Cont.)**

#### **General Funds**

General Funds represent the amounts available to the PCC to meet its ongoing obligations, based on the assumption that restricted funds are not available for general use.

#### **Churchyard**

As a result of taking churchyard maintenance in-house there has been no call on giving and donations this year.

#### **Music fund**

Donations and fees received that are specifically for all aspects of music other than the organist's salary are held in a restricted fund.

#### **Flower funds**

Donations received in respect of church flowers are held in a restricted fund to be spent on future flower displays. The balance on hand is sufficient to pay for flowers for the immediate future.

#### **Mission**

Various collections are held on behalf of other organisations and these are paid over as soon as practical.

### **8 Marianne Hamilton Bequest.**

The PCC acknowledges Marianne Hamilton Bequest as an independent Registered Charity, number 244678, which was created following the sale of land belonging to the Parish of St Luke. It's purpose is for improving the amenities of the church and for other purposes in the Parish of St Matthew and St Luke, Chadderton.

## Independent examiner's report to the PCC of St Matthew and St Luke, Chadderton

I report on the financial statements of the PCC for the year ended 31 December 2021, which are set out on pages 01 to 09. This report is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the 1993 Act').

### Respective responsibilities of the PCC and the examiner

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under the Regulations and under section 43(2) of the 1993 Act and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act 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 in 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 of an audit and consequently I do not express an audit opinion on the view given by the accounts.

### Independent examiner' 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 41 of the 1993 Act; and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the 1993 Act and 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.

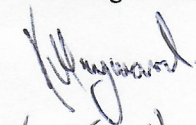
SIGNED:

NAME:

qualification, if relevant

Address

Date



KEITH HAYWARD

FCCA

35 BROADWAY ROXTON OLDHAM OL2 5DD

8.2.22

## Gift Aid

Thank you, the Parishioners, for the donations you have continued to make in 2021 - whether building physically open or not - as a committed regular giving donation or as a single donation and regardless of your tax-paying status.

I note we processed donations of £53,872.48 upon which we were able to claim some form of tax relief on £49,770.48 (like £53,503.47 of 2020, though still considerably down - by 19% - on pre-covid 2019 figure of £66,188.99). This enabled **£12,537.05** to be refunded to us from HM Revenue & Customs, to help defray part of our sizeable Parish Share contribution.

The Gift Aid year runs in tandem with the Tax Year, though for the purposes of this report my figures above reflect the calendar year. Tax rebates necessitate us to prove an audit trail on each donation with a valid name, address and Gift Aid Declaration (separately held, or contained on the One-Off blue envelopes). Gift Aid rebate contribution for the year was **£11,079.48** (88%).

GASDs is a temporary transitional scheme whereby - regardless of tax-payer status - we can currently claim up to £2000 in a tax year from £8000 of cash from weekly collections. With reduced cash takings in the wake of Covid pandemic, we were only able to recover **£1,457.57** for 2021 (included above). A covid concession for none tax-payer regular envelope givers, is that the weekly limitation of £30 to class as a 'small donation' is waived where the breakdown of a larger cumulative sum is donated **so long as** the donor details the number of/dates of weeks the donation relates to.

If you **DO** pay tax, may I please encourage you to complete a Gift Aid Donation Form available from me and in church. Likewise, if you are able to commit to regular giving, you give strong consideration to payment by weekly/monthly standing order, or if not possible, Regular Giving envelopes available from me and in church. This helps the treasurer plan income/expenditure throughout the year, as alas the bills don't take a break from church when on holiday!

You will note how the declaration does state it is your responsibility to ensure you personally (not your joint/shared household) pay sufficient tax to cover all your Gift-Aided donations - the Revenue do randomly audit! With a standard tax allowance of £12570 per annum, a change in circumstance/tax status can quickly change matters. Do please let me know - on a strictly confidential basis - should your declaration with me need to cease at any point. I can then ensure no over-claims are made.

Eg £100 per month donation = £1,200 in a year on which £300 tax is reclaimed.

A minimum £14,070 annual personal income would need earning to incur this 'refunded' £300 tax charge.

In the meantime, please do keep me updated of any changes in your email address, physical address, name or tax-paying status!

*Neville Barker (GiftAidStMatthews@gmail.com)*

## Vicar's Report

My report for this year is yet again dominated by the COVID-19 challenges that we have faced, but I promise to keep things short.

With a rise in infections, hospitalisations and deaths, we, like many churches, took the difficult decision at the beginning of the year to close our doors to public worship and worship only online. Whilst it was a hard decision to take because we all wanted to start rebuilding our life as a church community, it was the right decision to take to keep each other safe. Thankfully we were able to keep everything going remotely, and eventually with a dual economy of online and in person we were able to open our church doors again. By the end of the summer we had restarted as much as was possible, and had in place a plan to slowly pickup ministries that had been placed on hold for so long. I am tremendously grateful for the dedication and hard work of Helen and Jon, and all the deputy wardens, sidespeople, volunteers and helpers who kept us going through such a difficult and trying time. As well as public worship restarting in the spring, it was a real joy that the Parent & Toddler group, Lunch Club and Drop-in could restart in September. These had been greatly missed. Some elements of church life could not be restarted, but this has given us some extra time to assess and rebuild in a way that is relevant for today's church.

Our COVID recovery has taken longer than we had hoped, but speaking to someone who knows about pandemics I was informed that it usually takes 3 years to go from pandemic to endemic, so we have done well to get to where we currently are. There are still some challenges to overcome, but we have done well, and are continuing to do well. Congregations have been growing steadily over the last part of the year, helped enormously by not having to book seats, with people coming back to church as they felt safe to do so. The Sunday 10.30am congregation has seen the biggest change, with some people not yet ready to come back. I hope they will soon feel able to do so, and in the meantime that we can give them the support needed. IGNITE has not yet been able to restart, and knowing how valued this group was by its members, and all the church, I hope we can give the leaders the support needed to get things going again in 2022. Initial conversations with neighbouring parishes have given additional possibilities for our work with this age group. Sunday School hasn't restarted yet either. A task for the PCC in early 2022 is to explore what is wanted/needed. This may indicate that a new approach to children's work would be the most productive and fruitful.

During the autumn term the parish engaged openly with the Diocesan initiative to form Mission Communities. I am grateful to our deanery representatives for their input to this process, and we'll continue to work openly with our neighbouring parishes as we define what our Mission Community will look like.

2021 was a year of reelections to various boards and councils. Historically I have been on several, but I decided to stand down from Bishop's Council, Synod Arrangements Committee and Mission and Ministry Committee. Sabbatical helped me evaluate the important things of ministry and to understand what God was inviting me to let go of in order to be fruitful. I am still on Diocesan Synod (having been successfully re-elected by my peers) and I will continue to serve on DAC as this is something I enjoy and can make a positive contribution to.

Having a sabbatical (postponed from 2021) in the first 3 months of the autumn term was both needful and helpful. Thank you for letting me have some space to reflect, pray and find refreshment. I am very grateful to Ann and Margaret for the additional services they led, to the warden team for making sure everything ran smoothly and to the visiting clergy who covered Sunday, Wednesday and Thursday services.

The Biblical texts for my sabbatical were Ezra and Nehemiah - chosen pre-pandemic, but fortuitously as it turned out. Both books are about rebuilding the faith community after a difficult time. We have rebuilt so much this year and I am very grateful to everyone for the part they have played in maintaining the worshipping community and caring community of our church. 2022 will be a mix of rebuilding what was, and building new ministries, but in all things, we trust in God to lead us and gift us as we proclaim the Gospel in faith, hope and love.

*Revd Captain David Penny CA*

## The work of the PCC in 2021

The full PCC met 8 times during the year (all but one on Zoom) with an average level of attendance of 78%. Standing committee and budget committee met once, minutes of their deliberations were received by the full PCC and discussed where necessary.

The "day to day" work of the PCC is carried out by its members – we are a working PCC and all members are expected to contribute whether on particular committees or working on specific tasks. Recommendations are discussed and if appropriate, ratified at full PCC meetings. This process makes for more focussed and strategic discussions and decision-making.

We have been fortunate to have a stable staffing team this year with Ann as Reader and Margaret as ALM giving valuable support to David thus allowing him to carry on with other duties within the parish, in particular, pastoral care. David took his Sabbatical from September to December which was well overdue and is covered in more detail in his report. However, it is appropriate to mention here that Ann and Margaret together with Revd Canon Richard Hawkins and Revd Canon Ray Morris, worked tirelessly, to ensure that all services took place including baptisms, weddings, and funerals.

It is pleasing to know that there are other members of our church community who wish to further explore their faith. Hannah Currin began training for ordination this year and Ann Emmott and Lorraine Moore have been accepted for training on the ALM Pastoral elective.

None of us would have anticipated yet another year having to live with the Covid-19 pandemic and the restrictions that have been placed on all our daily lives. At the start of the year we entered Lockdown 3 which again made us re-evaluate how we would deliver services and care for the people of our parish. Reluctantly we had to close our doors yet again and revert completely to virtual services and meetings. Thankfully, after completing a thorough risk assessment we were able to open again on 21<sup>st</sup> March and we were able to celebrate the Easter services in church. Things gradually improved throughout the year with all restrictions being lifted on 18<sup>th</sup> July and we started to open up some of our groups, much to the relief of those who attend them. The format of Thursday evening worship was changed to have 1 Eucharist and 3 Service of the word services every 4 weeks. On the weekend of 4<sup>th</sup>/5<sup>th</sup> December we prepared a group of young people to receive their first Holy Communion- this was the first time we had been able to do it in two years. Unfortunately, we entered another phase of restrictions with the government's "Plan B" on the 8<sup>th</sup> December, fortunately we were still able to celebrate the Christmas season beginning with a traditional nine lessons and carols service on the 18<sup>th</sup>, all be it distanced and masked!

There have been some improvements to the Mill Brow car park thanks to the tenacity shown when dealing with the Local Authority. However, there is still some way to go as we continue to battle for further enhancements e.g. suitable lighting.

In June, the PCC had an "Away Day". Using the Stepping Stones resources, our task was to look at how we can remain "Fit for Mission" in this ever-changing landscape. How do we retain, grow and engage our various congregations following the restrictions imposed upon us with the Covid19 pandemic? This was a very productive day and concentrated on the following four headings

- What have we gained but are happy to lose at the end of lockdown?
- What have we gained and want to keep?
- What have we lost and don't want back?
- What have we lost and want to have back?

We have not had the opportunity to do many fund-raising events this year, however, we did host a very successful Disney Princess show on 18<sup>th</sup> December and a Christmas raffle

We are thankful to the members of the PCC and other members of the congregations, who have worked tirelessly to ensure that our church has adapted to rapidly changing and challenging situations. We pray that 2022 will bring about better times, looking forward to a new year, fit for mission and "Living out our call to share the Gospel in Faith, Hope and Love"

*Gillian Barker*

## Church Warden

2021 has been another challenging year for us, with the continuing problems presented by the COVID 19 virus. There has still been a lot of extra work for our volunteers, but they have all continued to work very hard to ensure the safety of our congregations. We are extremely grateful for the dedication of our Deputy Wardens, Team Leaders and Sidespersons/Welcomers. As restrictions are removed, we look forward to a more normal life and we hope that more members of our congregations will feel safe enough to return to worship in church. We will continue to conduct Risk Assessments to ensure everyone's safety and also to ensure that we are still taking into consideration the needs of those people who remain anxious.

We are pleased that some of our groups have been able to re-start with the easing of restrictions, namely Parent & Toddler Group, Dressmaking, Luncheon Club and Drop In. We thank our volunteers from these groups for enabling this to happen. Risk Assessments were carried out for each group prior to starting.

All the usual maintenance and services have been carried out:

- Both boilers serviced and quite a lot of remedial work was required on various occasions, including the replacement of the pump, thermostat and PCB. (£1727.00 plus VAT)
- Fire extinguishers were serviced and remedial work carried out at a second visit. (£151.05 plus VAT)
- Intruder alarm was serviced and some repair work carried out (under guarantee). (£240.00 plus VAT)
- AV/hearing loop serviced.
- Mole traps were set in the graveyard and moles were caught. (£210.00 plus VAT)
- Gutters were cleared and serviced. (£270.00)
- Service and remedial work carried out on Emergency Lighting (£765.00 plus VAT)
- Repairs to church organ carried out under guarantee.

There has been some further water ingress into the choir vestry, narthex and under the tower. Some pointing work to the tower was carried at a cost of £5,990 plus VAT and some additional work to the tower that was identified in the last QI will commence early in 2022. This should rectify some of the problems. Additionally, repair work to the narthex roof will be done as well as a temporary fix to the choir vestry roof. All of this work will be carried by Fogarty Restoration & Building, who also repaired a slipped roof earlier in the year.

- Rodent deterrent grilles have been fitted to external air bricks. (£111.63 plus VAT). A service contract has been taken out with Pro-Kill to avoid infestation.
- Repair and redecoration to the narthex doors and windows was completed by Carne. (£3,355.00 plus Vat)
- Water pipes in the cellar were re-lagged. (FOC)
- Repair work was started by volunteers to the wall between the church grounds and the school and to the church paths. This will be completed in the spring 2022. (Cost of materials so far - £240.00 Inc. VAT)
- The LED lighting panel was damaged and replaced by City West Lighting (£395.00 plus VAT)
- Carpentry work to the organ surround was completed by Gareth O'Donnell (£3,600 plus VAT)
- As our gardener retired this year, maintenance of the grounds was taken over by volunteers, which resulted in the purchase of gardening Equipment, the cost of this will be recouped over the next year or so with the savings made on gardener's fees. (£8,269.26 plus VAT). Thank you to all our gardening volunteers for working so hard to keep the grounds neat and tidy.
- A graveyard clean-up was carried out and we thank everyone who helped with the task.
- 1 headstone was sunk and 1 laid flat by the gravedigger (FOC) as they had become unsafe.
- A Eucalyptus tree and two stumps were removed from the graveyard by Royton Trees to prevent damage to the church. (£1,500 VAT not app.) 1 English Oak tree was planted in Memory of Joan Johnson.
- 3 Legacy donations were received during the year in the amount of £54,596.42.
- The Inventory and Terrier were updated and signed off accordingly.

Finally, we thank our Ministry Team - David, Ann and Margaret, as well as the members of clergy who very kindly covered for David whilst he enjoyed a much-deserved sabbatical. They have all worked extremely hard in leading Worship, Spiritual Guidance and Ministry of God's Word.

*Helen Crabtree & Jon Baptiste*