

THE PARISH CHURCH

OF

ST JAMES THE GREAT HAYDOCK

REGISTERED CHARITY 1153937

TRUSTEES' ANNUAL REPORT

AND ACCOUNTS FOR 2022

Background

The Parish Church of St James the Great is situated on Church Road, Haydock, in the Borough of St Helens. It is part of the Diocese of Liverpool within the Church of England.

The address for correspondence is:

**The Vicarage
169 Church Road
Haydock
St Helens
Merseyside WA11 0NJ**

Incumbent	Reverend Fr Michael Vyse	from 30th June 2022	Chairman
Assistant Priest	Reverend Fr Ian Wynne		
Churchwardens	Nancy Holloway Philip Peplow	<i>Vice Chair and Safeguarding Officer Health and Safety Co-ordinator</i>	
Treasurer	Susan King		
PCC Secretary	Dorothy Smith		
Gift Aid Secretary	Dorothy Smith		
Deanery Synod Representatives	Jacqueline Cutler William Haydock Geoffrey Lightfoot		
Elected Members	Kathryn Goodstadt Janet Dawber Ann Black Joan Nicholls Irene Jones, Jean White Rita Brogan Jenni Shaw William Wiswell Paul Hooton Joan Nicholls Jean White	<i>Electoral Roll Officer</i>	

The Electoral Roll has a membership of 145 souls

Appointment of Officers and sub-committees

At the first meeting following the APCM the Parochial Church Council will appoint its officers, their sub-committees and representatives to other Parish Committees or outside bodies,

Quorum for Meetings

For a meeting to take valid decisions one third of members must be present and voting.

Bankers

Barclays Bank plc,
19 Church Street,
St. Helens,
Merseyside, WA10 1BG

Legal Advisor

The Bishop of Liverpool's Registry,
1 The Sanctuary,
London, SW1P 3JT

Independent Examiner

Mrs Gillian Oates,
32 Reddish Crescent,
Lymm,
Cheshire, WA13 9PT

Architect

Bill Schafer Dip Arch RIBA
Schafer Associates | Chartered Architects
56 Belvedere Road, Ashton-in-Makerfield,
Lancashire, WN4 8RU.

Day to day management control is exercised by the Incumbent, the Reverend Fr Michael Vyse, and the Churchwardens, Nancy Holloway and Philip Peplow, who can be contacted via the Vicarage, as above, telephone 01942 727956.

Structure, Governance and Management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure and is a charity registered with the Charity Commission. The method of appointing Parochial Church Council members is set out in the Church Representation Rules. The elected members of the Council normally serve for a period of three years, the terms of office being staggered over a three-year cycle to ensure administrative continuity. All church members are encouraged to register on the Electoral Roll and to stand for election to the Council.

The Council operates two sub-committees: the Standing Committee and the Finance and Fabric Committee. The Standing Committee has power to transact the business of the Council between its meetings, subject to any directions given by the Council under the Church Representation Rules. Its members are the Incumbent, the Churchwardens, the Secretary and the Treasurer. The Vice-Chair would also be a member if that office were not held by one of the Wardens.

The Finance and Fabric Committee is charged with considering any matters referred to it by the Council whilst taking an overview of any and all issues related to the finances of the Council and the maintenance of all buildings and equipment for which it is responsible. It reports to, and makes recommendations to, the Standing Committee and the Council, as appropriate. Its members are the Incumbent, the Churchwardens, the Treasurer and four further members appointed by the Council, currently William Haydock, William Wiswell (Chair) + 2 vacancies.

Objectives and Activities

The primary object of the PCC is the promotion of the Gospel of Our Lord Jesus Christ according to the doctrines and practices of the Church of England. The PCC has the responsibility of co-operating with the Incumbent in promoting within the ecclesiastical parish the whole mission of the Church -pastoral, evangelistic, social and ecumenical. The PCC has responsibilities relating to the Parish Church; the surrounding Churchyard; the Parish Room and Kitchen annexed to the Church; St. James' Parish Centre, Church Road, Haydock; and the Curate's House (currently let to tenants) at 27 Homestead Avenue, Haydock.

The PCC acknowledges that these responsibilities relate not only to day to day management and the maintenance of the fabric of these buildings but also to ensuring compliance with all

relevant legislation and the duties of care thereby imposed. When planning its activities for the year the PCC gave consideration to the Charity Commission's guidance on public benefit and, in particular, the specific guidance to charities concerned with the advancement of religion. The advancement of religion is of itself a charitable purpose recognized as being of public benefit within the meaning of the Charities Act 2006. The PCC affirms its understanding that all its responsibilities are exercised not simply within a gathered congregation but within the context of the community as a whole.

VICAR'S REPORT FOR THE YEAR 2022-23

Firstly, a huge thank you to all those who have taken part in the processes of my appointment as Vicar, of my moving in to the Vicarage, and of settling in to the task of my new Ministry here among you. The welcome and support has been tremendous.

I inherited a very strong body of Churchwardens and PCC, and, as a result, a very well-organised Church life, a healthy set of finances, a well-maintained building whose ongoing maintenance and development needs are known and proactively catered for. I have also been lucky to inherit an excellent relationship with our own St. James' School. I have also inherited a strong worship ministry, which has been ably led by Fr Ian, and assisted by string teams of servers, music group and choir, readers, intercessors, etc.

When I arrived, I was conscious of needing to implement what was included in the Parish Profile.

There was a pressing need to develop links with our school: as a result, I have maintained our weekly celebration of the Holy Eucharist. In March 2022 the Bishop Philip North, in his capacity as acting Bishop of Beverley, confirmed 6 children here [some of these being baptised at the same time]: there is now [March 2023] a body of children, mainly in Year 4, and also a few adults, who have expressed an interest in being confirmed when the Stephen, the new Bishop of Beverley, comes to us on 11th June.

Meanwhile 20 Baptisms of infants have taken place here between April 2022 and March 2023.

Meeting the childrens' parents has been very important: I have had many good conversations with a number of parents and children as they walk through our churchyard *en route* to school – just at the same time of day that we are opening St James' church building for Daily prayer. In Spring Term 2023 I have taken a lead in RE in most of the Year groups. These connections have been strengthened through our Scouts/ Cubs/ Beavers, many of whom attend St James' school: we have continued to welcome them at Harvest, Remembrance, and Mothering Sunday. Events such as the Christmas Lights switch-on [performed by St James' school children] and our Christmas Fayre have also helped. I have also led assembly at Grange Valley school, which was a very positive experience.

Our ministry among children has also been reinforced by having Messy Church: we started in October, with a committed and highly effective Messy Church team; numbers grew to the extent that the felt the need to move from the Parish Room to the Parish Centre. The Christmas Eve Crib service was well-attended. We were particularly keen to make a connection between the Messy Church session held on 12th March and the 10.30am Mothering Sunday Eucharist celebrated the following Sunday: items made at Messy Church were presented at the Mothering Sunday service.

At the other end of our life on this earth, there have also been 29 funeral services, burials or burials of cremated remains; a small number of these have been Requiem Masses and have been very well-attended.

I have endeavoured to keep our worship in line with our Anglican Catholic tradition, and to continue on the firm foundations set by my predecessors. In August I led our Walsingham Cell on its annual Pilgrimage to Walsingham; and in November I attended the Consecration of Stephen Race, the new Bishop of Beverley. As we have moved out of Lockdown provisions, we have seen the reinstatement of Processions, and the receiving of Holy Communion at the Altar rail. Sunday Evening Prayer, using the BCP, has also returned during Lent 2023: this is usually said, but also, in certain occasions, sung. The Parish Profile expressed the expectation that the new Vicar would develop the provision of weekday services, and so there is, since last August, a celebration of the Holy Eucharist daily, except Mondays.

My Home Communion visiting extends to around 7 regular individual homes, together with both Abbey Rose [formerly Lymewood] Care Home, and a fortnightly Eucharist at Collier's Court Care Home. Members of the Guild of St Raphael have accompanied me on some of these services, which has been an important sign of St James' involvement in this Ministry. I also try to walk around the streets of the parish when I can, as a visible sign of the Church's presence here; a Priest has been described as "a walking Sacrament".

As I write, we are in preparations for our Holy Week celebration: may we, at St James', walking in the way of the Cross, find it none other than the way of life and peace.

Fr Michael Vyse SSC
Vicar

REPORT FROM ELECTORAL ROLLS OFFICER

There are a total of 145 people on the Electoral Roll:

79 Live in the Parish

66 Live outside of the Parish boundaries

To be on the Electoral Roll for the Parish a person needs to be sixteen or over and have been Baptised and Confirmed; attend Church regularly and signed an Electoral Roll form. Only persons whose names are on the Electoral Roll of the Parish are entitled to vote at the Annual Parish Church Meeting.

The Electoral Roll is revised every six years.

Mrs Jean White
Electoral Rolls Officer

Annual Report for 2023 - Guild of St Raphael Prayer Group

The first ever AGM of the Guild of St Raphael Prayer Group was held on 28 February 2023. The time span reviewed covered more than would be the norm, as events during lockdown fundamentally changed the group. There were no meetings from February 2019 until September 2021 due to Covid.

In July 2021 Edna Clough officially stood back from leading the Branch. She remains Leader Emeritus and her long service to St James' Branch of the Guild of St Raphael was marked with gifts and cards. As I had been assisting Edna with some administrative tasks from 2014, I took over co-ordinating the Group. It was, effectively, a completely new start as there was minimal information handed over and the Group's financial float had previously been incorporated into the church's bank account.

During lockdown The Guild of Health & St Raphael changed their membership criteria to monthly subscription, on-line only. This led to a unanimous decision by those present at our first meeting after Covid restrictions were relaxed, **28 September 2021**, to break away from the national organisation and operate as an independent Prayer Group.

Becoming independent meant that a new logo, operating literature, cards, etc, had to be produced. Les Moorcroft offered to produce these as his contribution to the Guild and is happy to continue doing this.

Also during lockdown we discovered that the Guild's chalice set had been permanently placed at St Marylebone, London and the unique wooden statue of St Raphael now has a permanent home at Holy Rood House, Centre for Health & Pastoral Care, in Thirsk, North Yorkshire.

On **24 October 2021** we held the annual Parish Healing Service, which was relatively well attended, despite it being so soon after Covid restrictions were relaxed. Only limited refreshments were offered due to it being considered that an open buffet was not appropriate at that time.

Many challenges faced the group in 2022. The year started with a well-attended and successful Pie & Peas event on **25 January**. The **February 2022** meeting was covered by Geoff Lightfoot.

On **29 March 2022** we trialled an afternoon Eucharist and social event aimed at those who would come to Guild services but are reluctant to come out at night and those who have limited mobility or are semi-housebound, as well as being open to the community. Whether another afternoon Guild Eucharist and meeting should be arranged is open for discussion.

Meetings were held in **April** and **May** but the meeting set for **28 June, 2022** was cancelled because of Fr Rodney & Fr Robin's 39th Anniversary of ordination service – for which we provided the buffet, because it was a Guild night. Two days later, 30 June, was Fr Michael's induction service, followed 3 days later, by his first service. The meeting planned for **26 July 2022** was cancelled, due to illness.

The Prayer Group had a stand at the Church Open day on **25 June 2022** with a display explaining who and what we are, with an invitation to join or find out more. A box to receive prayer requests was also available, as were free take away cards. The linked display of historical information and photographs was well received and resulted in a lot of positive feedback.

Low numbers attended the meeting on **30 August 2022**. At the meeting on **27 September 2022** Fr Michael asked for volunteers to accompany him on visits to Collier's Croft. Eight members added their names to the volunteer list.

There was a disappointing attendance, from members and the general congregation, at the Annual Parish Healing Service held on **30 October 2022**, which has always been well attended in the past. It has always been our practice that Guild members approach and offer support to encourage anyone in the congregation they see who is hesitating about going forward for Laying on of Hands. This did not take place, on this occasion, due to so few members being present. The service itself was different from previous Parish Healing Services and discussions about the differences have been held. There were also fewer monetary donations and offers of food/drink to support the post-service buffet and so there would have been a financial loss, had there not been a small float available, left over from the previous buffet. Consideration is being given to whether we want to continue to have an Annual Parish Healing Service in its current format and structure. If so, should we continue to have these services on a Sunday, given that people from other churches are more likely to join us if this service is held on an alternative day.

The meeting planned for **25 October 2022** was cancelled and replaced by 'The Way' course.

Members had requested that we continue as many of Edna's 'traditions' re the Guild as possible, including running coach trips. The first of these was on **26 November 2022**, to Chester Christmas Market. Whilst the coach company had let us down in some ways, the trip was generally enjoyed by most people. As those on the trip were mainly people from the congregation, St Marks, English Martyrs, and the wider community, it was a positive outreach opportunity.

Seasonal refreshments were offered after the meeting on **29 November 2022**. There was no meeting in December, as per our tradition.

The Pie & Peas social event on **31 January 2023** was successful. For the first time ever, this year, all members, whether they had paid their subs for 2023 or not, were asked to consider making a contribution towards costs, given the high price of food & drink. This met with mixed response. During the evening it was announced that the Guild of St Raphael Prayer Group has donated £700 to be used towards a purchase for the church, as has been the Guild's tradition. Fr Michael is thinking about what this money should be spent on.

General Issues:

Membership – It would appear that membership has reduced over the past few years. However, after becoming independent, subscriptions to the Group became voluntary (as we no longer have to contribute a membership fee to the national organisation). This being so, it is difficult to know whether those whose subs are outstanding have opted out of the voluntary payment or whether they no longer wish to be in the Group.

Laying on of Hands – A return to the previous practice of producing a chart of names of those willing to carry out Laying on of Hands, against dates required, is planned. A draft list will be circulated. We have now returned to the practise of having two members Laying on Hands in company with a member of clergy, at each station. Ideally, anointing is done at a separate station, when possible.

List of those who have asked for our prayers and those who are sick : Work is continuing to up-date this.

Christmas and Easter cards. We continue to provide these cards, free of charge, for those on our Prayer List. They now have a message included and a sticker to show they are from the Guild. It is heartening to know that these cards are appreciated, as is proven by responses from recipients.

Notice Board – It was agreed that the Prayer Group needs to have a more prominent profile. A request will be made that we are allowed to have a dedicated notice board. This could help with clarifying who and what we are, as a Group, and what our aims and objectives are. It will also help with dispelling misconceptions about Laying On of Hands and Anointing and help to alleviate doubt and hesitation from non-members.

Another coach trip is planned for 20 April 2023.

A provisional date for the Annual Parish Healing Service is **22 October 2023**.

I remain thankful for all the support I have received and for all those who continue to support the Guild of St Raphael Prayer Group.

Elaine Wallwork
Co-ordinator, Guild of St Raphael Prayer Group
1 March 2023

The Rosary Group.

The Rosary group of St. James meets every Thursday evening for the Holy Hour. We have the rosary then a Taize chant plays softly while FRS Michael and Ian prepare for the Eucharist.

The Rosary is devotion in honor of the Virgin Mary.

It is a scripture based prayer. When we say the rosary we ask Mary to pray for us and seek to grow closer to her Son Jesus by contemplating his life, death and Resurrection.

Copies of the rosary are available to anyone who would like a copy.

Dot Beesley.

St. James Church A.G.M. 2023.

The Cell of the Holy House of Our Lady of Walsingham,

St. James the Great & St. Edmund Arrowsmith.

The Cell, of O.L.O.W started on 15th October 2006. We have 47 paid up members and we are the largest group in the country.

We meet on the third Tuesday of the month starting with the Eucharist, and then we go into the parish for a meeting, planning or fund raising event, we are open to members and non members and everyone is welcome.

In 2022 we welcomed our new Cell Superior FR. Michael Vyse. Our Thanks to Fr. Ian Wynne who once again guided us through another Interregum.

We support the Shrine by donating money and going on yearly pilgrimage, this year there are 41 pilgrims going to Walsingham in August for the Assumption, we have people coming from North Wales, Northern Ireland; clergy from Spain have joined us in the past plus pilgrims from our church and local surrounding areas. This year we have three new people coming who have never been before so that is wonderful.

Walsingham is a place of prayer, with a unique religious atmosphere. Pilgrimage to Walsingham is an opportunity to strengthen and renew the spiritual benefits of their pilgrimage.

We have had another good year financially with fund raising and very kind donations from members and non members.

We donate to any project at the Shrine and this fulfills our promise to support the work and witness of the Shrine. We pay our yearly subscriptions and we receive twice a year The Walsingham Review magazine.

Each year we pay £150 for five children to go on the youth pilgrimage, called "The Godparent Scheme" we pay £40 for the lamp that burns in the Holy House for St. James church, £100 for the Families weekend, £100 to the Sisters of St Margaret's priory at Walsingham. When a member dies we pay £30 for their name to be put in the Chancery book which is held in St. Edwards's chapel and their names are read out each year. We pay £1.000 towards subsidizing the cost of the coach to take us on pilgrimage to help keep the cost down for pilgrims. We support our church school by buying Easter Eggs and Christmas selection Boxes.

Members of the cell are encouraged to say the Angelus daily, to meet to offer Mass for the Shrine. To honor Mary, the Mother of Jesus, to promote devotion to our Lady. To seek holiness of life through prayer, the scriptures and the Sacraments.

Dot Beesley. Cell Secretary.

Churchwarden's Summary incl. costs for 2022

1. Maintenance records

1.1 Church & PC - Leaking Roofs

a) South Aisle Lower Level Roof and over the resurrection doors

Remain watertight and hopefully the rest of the roof, following the remedial works carried out by Fulwood Roofing, they also carried out at the same time local repairs to the church's porch roof, free of charge.

Total costs: £2250 + VAT (£2700.00 incl. VAT).

b) the roof over the North Nave of the Lady Chapel in-close proximity to where the defunct boiler house chimney was located, is possibly where the rain is leaking through into the Lady Chapel.

c) There are also numerous slates that were missing or have come loose on the PC roof in and around the boiler house chimney.

Just for our consideration for future costings

It was worth noting that if the roof, apart from the two areas already repaired (over the children's corner and more recently over the Resurrection doors) the costs could amount to around £21,420.00 as per the quotation from DR Roofing who have now withdrawn their offer due to heavy workloads. And

A summary of the difficulties in obtaining roofing contractors (June 2022)

It was thought at the time to try out roofing (repairs) sub-contractors on the St Helens Council Trader Register,

Out of the 8off listed roofing companies:

- 2off never bothered responding back.
- 1off has now retired who voluntarily recommended DR Roofing
- 3off were too busy to show any kind of interest
- 1off (DR Roofing) responded and attended site to review the land valley and the LL roof on South Aisle who only provided a quotation for the S Aisle as he said that the Land Valley between the N Nave Roof and the Lady Chapel was too big a job for him.
Status: having submitted a quotation for the S Aisle and being questioned on what investigations he had carried out DR then withdrew his availability due to a heavy workload
- And finally 1off responded but never provided any meaningful attempt to turn up for a site meeting

1.2 Land valley between North Nave & lady Chapel

The following Roofing companies indicated their interest in quoting for the remedial works to the land valley:

a) **J Hempstock Ltd**

SS liner in the land valley

Costs: £50,891.40 incl. VAT

Status: Although the architect BS said that he would get in touch with the contractor to discuss their quotation BS has confirmed that the contractor has not offered any other alternative solution.

b) SEC Roofing

May 16, 2022, from Kieran McCabe, SEC

Strip back 6 course of slate all along the lady chapel

New OSB boards on the deck and upstand

Layer of underlay on the deck

Layer of mineral

Ubiflex flashing going into wall

New box gutter built at the end of lady chapel

Fix any broken slates around the areas

Iko 15 year guarantee

Sub-Total costs: £6800

additional 12% will be an extra £104

Total: £6904 (No VAT to be added)

Status: Cannot get any response from SEC to acknowledge that they are still willing to carry out this work.

c) Paul Little

Has been asked to review the issues & quote for this work

d) Fulwood Roofing Services, Rainford

Provisional site visit planned for 29th. November 2022 for review of the land valley, adding that they are proposing to use a system called Sharmans Plygene gutter liner for the land valley, which provides a reasonable amount of flexibility within the gutter by using a hot air heat gun to manipulate the gutter liner to the contour of the land valley.

Status: Paul Armstrong of Fulwood Roofing Services (FRS) attended site today the 30th. November 2022 and assessed the current situation with the existing condition of the land valley and voiced his concerns that due to the three roofs joining together as they do now there is no easy fix solution and he will have to revert back to their technical department for their advice on how the remedial works will have to be carried out.

What PA did say is that if the land valley has to be stripped right back to the structural timber frames of the church then that becomes a big job and they would only carry this out after winter and during a few days of dry weather as once the land valley is left bare then the church would be exposed to the elements with no way of protecting it from the rain and subsequent water damage. The costs for that approach could be very costly.

The alternative is that if the current timber sheeting (plywood decking, OSB material) is in a reasonably good condition then leave it there and build the new land valley on top of that with additional levelling out materials to provide a more effective drainage system for the rainwater to escape into the drainage system.

15th. Dec. 2022: Fulwood provided a quotation of Costs: £ 16303 + VAT (£19563.6 incl. VAT), however there was a lack of clear understanding of exactly what the scope of work would be.

(Since then we have asked for a clearer scope of works)

e) Heritage Conservation Restoration Ltd

To supply and fit terne SS gutter & reform timber substrate

Initial budget (no site visit) costs £18724.00 + VAT (£22468.0 incl. VAT)

Status: Gary Rawlings attended a site meeting on 30th. January 2023 for a review of the issues with the land valley and basically said that it is not an easy fix and he will discuss the options with BS

PGP has contacted BS to discuss the collaboration with Heritage in putting together options of the remedial works.

2. Wood Pit Cross damage

Wood Pit Cross damage

PGP informed the meeting that Sally Jones, Senior Claims Handler at Ecclesiastical Insurance intervened and increased their settlement offer to £2834.00 that is net of the £250.00 policy excess (£3084.00)

The total costs for the remedial works paid to Duggan and Parr was £3270.00 + VAT (£3924.00)

Duggan and Parr refunded £50.00 back to us for the costs for the intended drilled holes in the roof to reduce the wind drag, that was not carried out following BS request not to proceed.

We have had to pay out £840.00 incl. VAT for the Items 5 & 6 in the quotation that were considered by EIG as a betterment/preventive works that are not covered in our insurance policy.

Status: Our Standing Committee accepted the latest settlement figure and we have now received the outstanding payment from EIG.

Total costs to church: £840 incl. VAT

3. _Choir Vestry and South side Sanctuary windows

Currently reviewing option of small claims court after no progress with discussions with contractor who carried out reworks to windows.

Choir Vestry and South side Sanctuary window - Issues

Status: Following the request to provide an up to date assessment from Design Lights on the costs for carrying out of the remedial works to the choir vestry windows and the South Side Sanctuary window, we now have the revised quotation from Design Light, summarised below:

	Contractor	Items	Remedial works	Quote	Costs + VAT	Costs incl. VAT
Choir-1	Design Lights	Choir vestry windows	Remove & re-fit glass panes on compl'n	02.11.2022 Rev'd	1560.00	1872.00
	"	"	Repair & restore glass panes	"	2355.00	2826.00
	Design Lights	Scaffolding	Supply and erect scaffolding	02.11.2022 Rev'd	262.50	*315.00

(Initial proposal) Sanct.-1	Design Lights	Sanctuary window	** Remove & re-fit leaded glass panes	02.11.2022 Rev'd	2965.00	3558.00
	Design Lights	Scaffolding	Supply and erect scaffolding	02.11.2022 Rev'd	262.50	315.00

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Option for Sanctuary window

Sanct.-2 (Option)	Design Lights	Scaffolding	Fit Double glazed units (DGU)	02.11.2022 Rev'd	920.00	1104.00
	Design Lights	Scaffolding	Supply and erect scaffolding	02.11.2022 Rev'd	262.50	315.00

Key: details for revised scope & costs

Costs: Vale Decorators

Costs: St. James

***Costs: Vale Dec's
& St. James**

50/50

**£630.00 Scaffolding
costs are for use on
both Choir & Sanctuary
windows**

** costs to be evaluated

Court Fees:

For making a claim from
£3,000.01 to £5,000 are £205.

And for making a claim from
£5,000.01 to £10,000 Court Fees are
£455.

Noting Two options for
Sanctuary window

- a) Reinstate the leaded
glass panes by Design
Lights OR
- b) Fit double glazed
windows with internal leading.

	Initial Summary of Costs to Vale Dec's for the two options £		Summary of Costs for St. James £
	All windows Leaded Glass panes	Choir leaded glass panes & Sanctuary DGU only	
Choir 1.	1872.00	1872.00	2826.00
Choir 1	*157.50	*157.50	157.50
Sanct. 1	**3558.00		
Sanct. 1	315.00		
Sanct. 2		1104.00	
Sanct. 2		315.00	
Total costs	5902.50	3448.50	2983.50

Summary of costs (incl. VAT) to date and for the intended remedials works:

Installation Costs for Vale fitting a new window was: **£2482.00.**

Vale's latest offer of a settlement figure is £2095.78

PGP informed the meeting that he has carried out an inspection of the sanctuary window and there does not appear to be a rebate within the window frame for the existing leaded glass panes.

PGP will contact Design lights to ask them if they will double check for the type of rebate within the window for accommodating double glazed units.

Status: Design Lights intend to visit church this coming Sunday morning after the 10:30am Eucharist to evaluate the rebate in the window.

4. Quinquennial Inspection

Archdeacons Visitation

PGP informed the meeting that following a recent discussion with our Architect Bill Schafer (BS) BS confirmed that the list of issues identified in Section F Summary of the QQI report, page 40 were the priority items for remedial actions.

A status report was issued at the Archdeacons Visitation at Wigan Parish church on the 7th. June 2022 detailing the following:

- Inspection of the Electrical Installations in church and the PC by Barlows (UK) Ltd on the 25th. May 2022, with a NICEIC Electrical Installation Condition report to be issued shortly.
- Land valleys
*On-going attempts to find a suitable roofing contractor for not only a quotation but also to carry out the req'd remedial works to the identified roof issues.
- S Aisle roof
*Not able to find a suitable roofing contractor, when majority too busy to attend site visit to investigate root cause.
- Leaking radiators in church and PC

Waiting for reputable industrial plumber, who we have previously used, to attend site visit.

- Choir Vestry and South side Sanctuary windows

Currently reviewing option of small claims court after no progress with discussions with contractor who carried out reworks to windows.

Meeting with the DAC Building Advisor

PGP informed the meeting that following a site meeting with the DAC Building Advisor Tom Beesley (TB) TB has issued a report summarising the status of remedial works.

PP suggested that we use a sub-committee to just review the QQI and the on-going remedial actions and then report these back to the F&F committee.

5. Parish Centre

One of the toilet cisterns in the ladies' toilet has broken and requires replacing with a new cistern/unit at a cost of £316.80

Lee Dubois investigated fault to toilet leak & found cistern faulty, so require replacement.

Costs to supply & replace would be £264.00 + V.A.T (£316.80)

1st visit cost £45.00 + V.A.T (£54.00)

PC Fire risk assessment by the local Fire Brigade

Checks required on:

Fire alarm

BGCPs

Emergency Lighting

Means of giving a warning in an emergency evacuation

Signage: BGCPs; FEs; Emergency evacuation assembly point

Drainage maintenance service

Steve Counce Ltd

Annual costs for September 2022 onwards £246.08 + VAT, just for the gulley taking the waste from the PR kitchen

6. Graveyard maintenance

a) Grass cutting, equipment & repairs:

Following Nigel Hughes's (NH) request that the grass cutting of the graveyard using the two tier grass cutting system that was used in 2021 & 2020 could not be carried out any longer by NH's team as this system was both hazardous and at most of the time extremely hard work when cutting the high level grass.

The only alternative solution was by carrying out standard cuts at all times throughout the grass growing periods in the year, which unfortunately was also more costly, with the costs for 2022 grass cutting amounted to £4480.00, that's £1440.00 more than using the two tier grass cutting system in 2021 at a cost of £3040.00, resulting in an extra £1440.00 for 2022. There were additional costs in 2022 of £42.15 for strimmer new head & consumables.

There was one standard cut in the month of March & one in July and two standard cuts in the months of April, May, June, August, September & October
Total costs for 2022: **£4522.15**

Phil Peplow Churchwarden

REPORT OF PAROCHIAL CHURCH COUNCIL MEETINGS 2022

12th JANUARY 2022

12 Members present and 4 apologies

Topics discussed:

- Website and CCTV.
- Fundraising.
- Foundation Governors.
- Interregnum planning
- Financial Update by Treasurer
- Magazine.
- Lay Ministry.
- Dates of future meetings.

16th FEBRUARY 2022

14 Members present and 2 apologies

Topics discussed:

- Graveyard
- CCTV
- Magazine – circulation of designs to be decided on for front cover.
- Financial statement for receipts and payments up to December 2021 presented by the Treasurer
- Interregnum Planning.
- Fund raising – afternoon tea (02.04.22) and summer fayre (25.06.22).
- Update from wardens.
- Live screening of services.
- Report of quinquennial inspection to be forwarded to members of the Council.
- Dates of future meetings. It was agreed that there would only be four meetings of the Council per year in future.

As well as the Parochial Church Council meetings there have also been five meetings held by the Parish Standing Committee.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING HELD AT ST JAMES THE GREAT, HAYDOCK ON WEDNESDAY 6TH APRIL 2022

MEMBERS PRESENT:

N.Holloway (Chair); P.Peplow; S.King; P.Hooton; B.Wiswell; I.Jones; K.Goodstadt; B.Haydock; E.George; J.White; R.Brogan; D.Smith (Secretary).

APOLOGIES FOR ABSENCE:

J.Dawber; G.Lightfoot; J.Nicholls; J.Cutler.

MINUTES OF THE LAST MEETING

It was proposed by Paul Hooton and seconded by Bill Haydock that the minutes of the APCM held on 18th April 2021 having been circulated and read be accepted as a correct record. ALL IN FAVOUR.

EX-OFFICIO MEMBERS:

Incumbent; Churchwardens: Philip Peplow and Nancy Holloway; Deanery Synod Reps: B.Haydock; J.Cutler; G.Lightfoot.

ELECTED MEMBERS OF THE PAROCHIAL CHURCH COUNCIL

It was reported that Eddie George had stated his wish to retire from the PCC and therefore this left one vacancy:

The following were elected to serve on the PCC for the coming years:

Three Years until 2025

Dorothy Smith; Kathryn Goodstadt; Jant Dawber; Ann Black

Two Years until 2024

Joan Nicholls; Irene Jones; Jean White; Jenni Shaw

One Year until 2023

Rita Brogan; Bill Wisell; Paul Hooton; Sue King

MATTERS ARISING FROM THE MINUTES

There were no matters arising.

REPORTS AS PRESENTED

Financial Report and review was presented by the Treasurer – accepted and thanks given to the Treasurer for all her hard work.

Secretary's report of PCC meetings for the past year. Accepted.

Deanery Synod report of meetings for the past year Accepted

Electoral Roll – total 144.

Contributions from other groups including Guild of St Raphael; Walsingham Cell; Society of Mary; Rosary group; Women's Guild, Monday domino club and refreshments team were suspended due to Pandemic. These groups will resume when it is deemed safe to do so.

Churchwardens Report

Philip Peplow had produced a report on all works which had been carried out on the Church and Parish Centre over the past year.

ELECTIONS

Parish Treasurer

It was proposed by Jean White and seconded by Rita Brogan that SUE KING be elected to serve as Parish Treasurer for 2022/2023. ALL IN FAVOUR

Parish Secretary

It was proposed by Irene Jones and seconded by Jean White that DOROTHY SMITH be elected to serve as Parish Secretary for 2022/2023 ALL IN FAVOUR.

INDEPENDENT EXAMINER

Mrs Gillian Oates be re-appointed Independent Examiner for 2022/2023. Mrs Oates has accepted the appointment and in lieu of payment has requested that a donation be made to the local food bank.

DATES OF FUTURE MEETINGS:

Wednesday 8th June 2022 at 7.15 p.m.

Wednesday 7th September 2022 at 7.15 p.m

There being no further business the Chairman thanked everyone for their attendance and the meeting closed with the Grace.

MINUTES OF THE ANNUAL VESTRY MEETING HELD AT ST JAMES THE GREAT HAYDOCK ON WEDNESDAY 06TH APRIL 2022

MEMBERS PRESENT:

N.Holloway (Chair); P.Peplow; S.King; P.Hooton; B.Wiswell; I.Jones; K.Goodstadt;
B.Haydock; E.George; J.White; R.Brogan; D.Smith (Secretary)

APOLOGIES FOR ABSENCE:

J.Dawber; G.Lightfoot; J.Nicholls; J.Cutler

The opening Prayers were led by Nancy Holloway.

MINUTES OF THE LAST MEETING

It was proposed by Paul Hooton and seconded by Bill Haydock that the minutes of the Annual Vestry meeting held on 18th April 2021 having been circulated and read be accepted as a correct record. ALL IN FAVOUR.

VESTRY MEETING

ELECTION OF TWO CHURCHWARDENS FOR 2022/2023

There were two nominations for the posts.

PHILIP PELOW Proposed by Irene Jones and seconded by Bill Haydock.

ALL IN FAVOUR

NANCY HOLLOWAY Proposed by Bill Wiswell and seconded by Jean White

ALL IN FAVOUR

There being no further nominations the above two people were duly elected to serve as churchwardens for 2022/2023.

This concluded the Vestry Meeting.

08TH JUNE 2022_

14 Members present

2 Apologies

Topics Discussed:

- Detailed Financial Update by Treasurer.
- Giving History January to May 2022.
- Arrangements for Licensing of Father Michael on 30th June 2022.
- Warden's Update giving detailed account of work done to date.
- Information for requirements of PCC regarding Safeguarding and DBS.
- Update on Magazine.
- Arrangements for fundraising events.
- Date of Next meeting.

07th September 2022

1 Clergy and 17 Members present No apologies

Topics Discussed:

- Detailed Financial Update by treasurer.
- Giving History January to August 2022.
- Suggestions on how to save the Church money.
- Fund raising suggestions.
- Warden's Update giving detailed account of work done to date.
- Update on safeguarding.
- Information for DBS checks.
- Arrangements and dates for future events.
- Information regarding Messy Church.
- Arrangements for services leading up to and at Christmas.
- Information regarding Transfiguration Fellowship.
- Information regarding service sheets.
- Reintroduction of Holy Water Stoops.

30th November 2022

1 Clergy and 13 Members present 4 Apologies.

Topics Discussed:

- Suggestions for saving money.
- Detailed Financial Update by the Treasurer.
- Giving History January – October /November 2022.
- Suggestions for fund raising.
- Arrangements for Nine lessons and carols and Crib service.
- Warden's Update giving detailed account of work done to date.
- Safeguarding issues – approval of Diocesan Safeguarding Policy.
- Bernie Lightfoot to be the new DBS Co-ordinator.
- Nancy Holloway outlined the role of safeguarding.
- Arrangements for future events.

1st February 2023

1 Clergy and 13 Members with 3 Apologies

Prior to the PCC meeting a meeting was held with the Scout leaders regarding use of the Parish Centre and other issues.

Topics Discussed:

- Saving money and the need to be more vigilant in use of lighting and heating.
- The treasurer submitted the financial statement for receipts and payments for the year ended 31st December 2022 for approval. The accounts were approved and thanks were expressed to Sue for her hard work and dedication in her work as treasurer.
- Warden's report giving detailed account of work done to date.
- Update on safeguarding.
- DBS checks.
- Arrangements for Lent, Holy Week and Easter.
- Arrangements for other events.
- Review of Christmas events.
- Review of Messy Church.
- Confirmation.
- Date of next Meeting.

In July we welcomed Father Michael Vyse to the Parish as our new Vicar. Sadly we also had to say goodbye to Joan Nicholls (RIP Joan) who was a very valuable member of Church life and her presence on the Parochial Church Council was invaluable.

The Parochial Church Council meetings during the year have been very interesting and productive for the life of the Church and its people. We have also had a lot of fund-raising events to help with our Church finances.

Hopefully we can look forward to another year of new and interesting events.

Dorothy Smith PCC Secretary

Financial Review

Treasurer's Comments

We started the year 2022 in interregnum with a concentrated effort on increasing income and reducing costs. However, the reduced Parish share, which had been so important in 2021, was brought to an end and the Parish Share reverted back to the full monthly amount at £5,169.24 from January 2022.

However, the concerted efforts of all meant that the church was able to meet its obligations. Although there was a 7% decrease in planned giving from £34,226 in 2021 to £31,771 in 2022, plate collections increased 55% from £3,491 to £5,398.

There was a decrease in income tax recovered of £2,119 between 2021 and 2022 but this was simply as a result of a timing issue and monies are still due from the diocese for gift aid tax repayments.

In view of the fact that Covid restrictions were almost at an end, the ability to resume full operations in terms of fund raising, meant a generous increase from £5,728 in 2021 to £11,341 in 2022

Total receipts for the General Fund in 2022 were £91,330 compared to £90,138 in 2021.

The major payment in 2022 was £58,031 for Parish Share compared to the 2021 figure of £30,338.

Total payments from the General Fund in 2022 were £87,212 compared to the 2021 figure of £66,485

The balance of £24,913 in the General Fund at the end of 2022 shows only a 3% decrease on the 2021 figure of £25,632. However, costs will increase in 2023 with the gas and electricity energy costs causing problems for everyone including the church.

The Churchyard Fund continued to operate with costs exceeding income which was mainly due to the grass cutting costs. The deficit of £2,463 was met from the General Fund. Additional voluntary help in the churchyard would help to reduce these costs

The Parish Centre Fund also operated at a level whereby costs exceeded income. The deficit of £1,288 was met from the General Fund. This resource is certainly under utilised and much needed income could be generated from renting out the space to other organisations.

On a positive note, the church was fortunate to benefit from 2 generous bequests in 2022 which were allocated specifically to the Fabric Fund.

The balance on this Fund stands at £50,012 on 31 December 2022

Now that we have Fr Michael to guide and lead us into 2023, the intention is to build on our solid foundations and see growth in the years to come

Sue King Treasurer

Parochial Church Council of St. James the Great, Haydock
Financial Statement for the year ended 31st December 2022
GENERAL FUND RECEIPTS AND PAYMENTS ACCOUNT

RECEIPTS	£	2,022	£	2,021
<u>Voluntary Receipts</u>				
Planned Giving	31,771		34,226	
Collections and other Giving	5,398		3,491	
Income Tax recovered	8,802	45,971	10,921	48,638
<u>Other voluntary receipts</u>				
Sundry donations	10,011		16,251	
Insurance	2,834			
Bequest		12,845		16,251
<u>Activities for generating funds</u>				
Magazines and bookstall	1,033		1,115	
Fund raising	11,341	12,375	5,728	6,843
<u>Receipts from investments</u>				
Interest received	87		52	
Homestead rent	6,468	6,555	6,336	6,388
<u>Receipts from charitable activities</u>				
Wedding and Funeral fees	12,499		11,718	
Contributions for PC and parish room	1,085	13,584	300	12,018
TOTAL RECEIPTS		91,330		90,138
<u>PAYMENTS</u>				
<u>Donations to Other Charities</u>				
Mission Giving		800		1,012
<u>Charitable Activities</u>				
Parish share	58,031		30,338	
Church Running Expenses	12,205		15,063	
Clergy expenses	107			
Upkeep of services	4,548		3,562	
Salaries & Support costs	3,188		4,073	
Homestead Ave Costs	580		655	
Vicarage costs	903		2,322	
Church maintenance & parish room	6,365		5,371	
Churchyard costs		85,926	3,390	64,775
<u>Cost of Generating Funds</u>				
Ancillary trading costs		486		698
TOTAL PAYMENTS		87,212		66,485
Excess of receipts over payments		4,117		23,653
Transfer to Parish Centre Fund		1,085		300
Transfer to Guild of St Raphael				2,210
		3,032		21,143
Total Unrestricted Funds at 1 January 2022		25,632		1,606
Total Unrestricted Funds at 31 December 2022		28,664		22,749
Less Parish Centre deficit		1,288		1,242
Less Churchyard deficit		2,463		3,312
Add Back Sequestration				7,437
		24,913		25,632

Parochial Church Council of St. James the Great, Haydock
Financial Statement for the year ended 31st December 2022

OTHER FUNDS RESTRICTED

FLOWER FUND	2022	2021
<u>Voluntary Receipts</u>	<u>£</u>	<u>£</u>
Restricted Donations	155	30
<u>Payments</u>		
Various costs	82	79
Excess of receipts over payments	73	49
Total Fund at 1 January 2022	386	435
Total Fund at 31 December 2022	459	386

PARISH CENTRE FUND

<u>Voluntary Receipts</u>		
Donations and fundraising	20	50
<u>Payments</u>		
All running costs and building materials	2,393	9,149
Excess of payments over receipts	2,373	9,099
<u>Transfers</u>		
Rent from general fund	-1,085	300
Total Fund at 1 January 2022	0	7,557
Total Fund at 31 December 2022	1,288	1,242
Write off from General Fund	0	0

CHURCHYARD FUND

<u>Voluntary Receipts</u>		
Restricted donations	829	1,173
<u>Payments</u>		
Running costs	3,292	
Excess of payments over receipts	2,463	
Total Fund at 1 January 2022	0	4,485
Total Fund at 31 December 2022	-2,463	3,312
Write off from General Fund	0	0

FABRIC FUND

Income	7,000	0
Payments	2,700	32,600
Excess of receipts over payments	4,300	32,600
Total Fund at 1 January 2022	45,712	78,312
Total Fund at 31 December 2022	50,012	45,712

GUILD OF ST RAPHAEL

Total Fund at 31 December 2022	2,210	2,210
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MOTHERS UNION

Income	482	147
Total Fund at 1 January 2022	147	0
Total Fund at 31 December 2022	629	147

AGENCY FEES

Agency Fees Collected	5,294	6,562
Reimbursements Paid	5,052	5,532
Excess of receipts over payments	242	1,030
Total Fund at 1 January 2022	1,030	0
Total Fund at 31 December 2022	1,272	1,030

Parochial Church Council of St. James the Great, Haydock
Financial Statement for the year ended 31st December 2022

STATEMENT OF ASSETS AND LIABILITIES

			Restricted Funds						TOTALS
	General Fund	Agency DBF	C/yard Fund	Fabric Fund	Flower Fund	P Centre Fund	MU Guild	2022	2021
	£	£	£	£	£	£	£	£	£
Cash Funds									
Bank								28,451.00	28,816
Business								50,664.00	46,299
							628	79,115	75,115
Agency/Seq									
Total Cash	24,913	1,272	0	50,012	459	0	2,838	79,494	75,117
								Difference	-379

Other monetary assets

Guild of St Raphael and Women's Guild see above

Investment Assets

Alice Watson Trust (Market Value) 1,625

Assets retained for use of the church

27 Homestead Ave (Purchase price on 4 Feb 2002) 54,000 54,000

Note that the Diocese holds the property in trust for the PCC
 Deeds held by Hill Dickinson LLP, Liverpool, L3 9SJ

Agency

DBF 1,272 1,030
 1,272 1,030

Notes

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

Approved by the PCC on 1/2/23 and signed on their behalf:

PCC Chairman



Independent Examiner's Report

Report to the Parochial Church Council (PCC) of St James the Great, Haydock
on the accounts for the year ended 31st December 2022, as set out on
pages _____ to _____ of your Annual Report.

Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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: G.L. Oates

Date: 21st March 2023

IE's Name: Gillian Oates

Address: 32 Reddish Crescent, Lymm, Cheshire, WA13 9PT