



Poulton-le-Sands Holy Trinity with St. Laurence, Morecambe



Annual report and financial statement
of the Parochial Church Council
for the year ended 31st December 2020.

ADMINISTRATIVE INFORMATION

Poulton Le Sands Holy Trinity Church with Morecambe St Laurence, also known as Morecambe Parish Church, is situated in Church Street, Morecambe. We are in the Lancaster and Morecambe Deanery, which is part of the Diocese of Blackburn within the Church of England.

The correspondence address is:

The Rectory, Church Walk, Morecambe LA4 5PR.

The Parochial Church Council (PCC) was a charity excepted from registration with the charity commission until the 23rd October 2013, when it became registered in its own right.

PCC members who have served from 1st January 2020 until the date of this report are:

Incumbent:	Revd Chris Krawiec	Chairman	Standing Committee
Reader:	Miss Sue Kiernan	Co-opted	
Wardens:			
	Mrs Audrey Woodhouse		Standing Committee
	Mrs Carol Bennett		Standing Committee

Representatives on the Deanery Synod:

Miss Ruth Nightingale	
Miss Carol Ogden	Assistant Treasurer

Elected members:

Mrs Chelsie Collier	Treasurer	Standing Committee
Mrs Val Vose	PCC Secretary	Standing Committee
Mrs Fiona Whyte	Vice-Chair	Standing Committee
Mr Trevor Blaylock		Standing Committee
Mrs. Joye Heald		Standing Committee (Until September 2020)
Mrs Lesley Sayer		Standing Committee (From September 2020)
Dr. Phuoc-Tan Diep		
Mrs. Helen Gill		
Mr. Chris Greenwood		
Mrs Jackie McLeavy		
Mr. David Prescott		
Mr Phil Ramsden		

Bankers:

Triodos Bank, Deanery Road, Bristol, BS1 5AS

Central Board of Finance Church of England Funds, 80 Cheapside, London, EC2V 6DZ.

Independent Examiner: John R Pollard MAAT

STRUCTURE, GOVERNANCE AND MANAGEMENT.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the electoral roll and to consider standing for election to the PCC. PCC members are elected for 3-year terms of office, with a third up for renewal each year.

The PCC met for six full meetings during 2020, discussing a wide range of topics. The meetings were well attended with 87% attendance.

The standing committee met 7 times in between PCC meetings to plan the agenda and transact any urgent PCC business. There is also a Worship Committee which meets termly. The PCC are proactive in looking for new members and look to have a wide range of experiences between them.

The Ministry team meet regularly to plan services, opportunities for learning or prayer and to check on pastoral needs within the church's life, as well as addressing any issues that crop up during the week. The parish was represented at Deanery level.

In 2020, we again paid our Parish Share in full. The PCC are very much aware of the risks and monitor finance, property and responsibilities for safeguarding and always engage in a thorough discussion before committing to any major spend.

Objectives and Activities:

Morecambe Parish Church 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. Our mission statement is:

**'Worshipping God,
Serving our community,
Living faithfully.'**

As a parish with a Church of England Primary School, we seek to build on links between church and the school. School worshiped weekly in church when permitted by national guidance and an online service was provided if services could not be in person. We are represented at the weekly pastoral meeting, and there is a strong church link through the school governors.

We have a commitment to work with other churches and continue to be represented at the regular Morecambe Churches' Forum meetings. We have worked on ensuring procedures are in place and up to date to deal with any matters relating to PCC/Trustee membership and safe from harm procedures for young people and vulnerable adults. Our Safeguarding Officer ensures the safe from harm policy is kept up to date and in place. We periodically review our structures and make changes to enable us to move forward in faith together.

Our health and safety officer has regularly reviewed matters and has ensured that we comply with current regulations. During 2020 our health and safety policy has been reviewed.

ACHIEVEMENTS AND PERFORMANCE

Church Attendance

There were 111 people on the electoral roll at the end of 2020 (2019: 112), 48 % of whom live within the parish. Attendance at Sunday 8.30 am Book of Common Prayer, 10.00 am Parish Eucharist and 6.30 pm evening services have been steady with our all-age services engaging a different group of people during the first quarter of 2020. We then entered National lockdown and have provided online services throughout the rest of the year. We have offered a 10:30 am Parish Eucharist services when we have been able to be open to the public.

During the year, 20 baptisms (2019: 29), 0 weddings (2019: 4) and 33 funerals (2019: 17) took place from the parish.

Seasonal services are an important feature; We had a full online programme for Holy Week and Easter and other major festivals. Our online Carols by Candlelight service was well supported. Our Christingle service was very popular this year.

2020 Review of the Year

Our review of the year could not be completed without mentioning the global pandemic of COVID-19, which utterly changed the context of our mission and ministry and completely transformed our plans and expectations for the year. For a significant part of this year, we found ourselves physically unable to meet and the church building was closed. We found new ways to reach out and gather, developing live-streaming capabilities, and use social media and a new website to include as many people as possible.



On 13th January 2020, our new Parish Administrator started work. She usually works on Monday, Wednesday and Friday mornings for 16 hours a week, and her employment has enabled the mission and ministry in the parish to continue and grow. It has been especially helpful during the pandemic.

Before the pandemic began and things changed, we had an extremely successful and enjoyable celebratory service of Confirmation and Baptism with Bishop Philip. 12 Children and Adults were confirmed, and 4 people were baptised by full immersion.



2020 was also our 275th anniversary year which didn't quite go to plan, as much of what we had intended had to be cancelled due to restrictions and lockdown. However, we did cover something of this in the weekly newsletter that was created to stay in touch with our congregation and the wider community. We also launched the new Parish Magazine to further improve this communication. This has proven to be very popular, and the new-look colour and its home-grown content is building on the brilliant legacy left by the previous parish magazine.

Sadly, 2020 was also the year we discovered a major problem with part of our roof, and we had to complete emergency roofing works at a significant cost. While necessary to preserve our wonderful building for future generations, it was an unexpected expense in a bad year which could have been a disaster. However, God's faithfulness meant exactly the right amount of money was there in our savings, without which we would have struggled to get the work completed in time to save further internal damage. Also, the congregation and community continue to support us in raising funds to help cover some of the final cost.

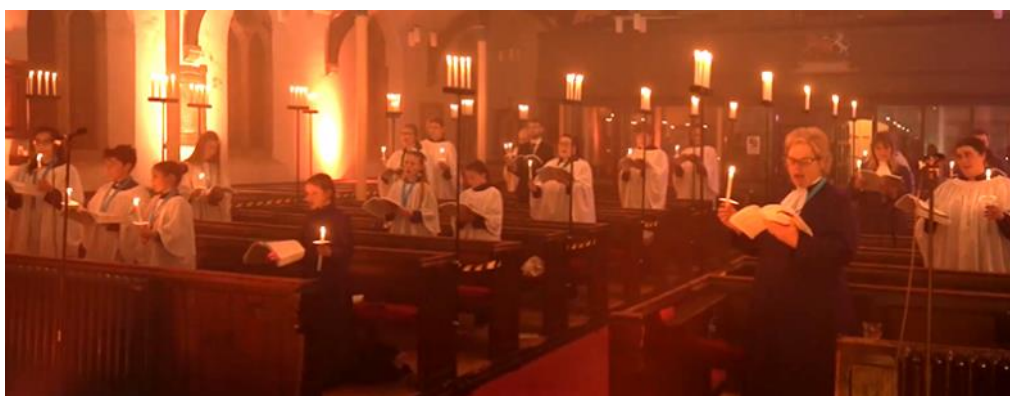


This year also saw the arrival of our Curate, the Revd Catherine Haydon, who has settled well despite the strangeness of the year. While this year was not what any of us would have hoped for, in her first year here as a Deacon, she has found her feet well and is gradually getting used to being part of our church family.

Morecambe pantry, a new food club venture, was also started in October and has proven to be a timely provision for the local community. It promotes food independence and healthy choices. It also helps prevent food waste. Those in the local community who find themselves in need of a little assistance, though not quite at the foodbank stage, can pay a small fee of £4 and come away with a much greater value of food. Because some people come to help stop food waste and not because they need to, and because all members are treated as customers, this takes a lot of the stigma out of receiving a little help. The Pantry is now so successful it needs to consider expansion, and a new venue is being considered.



Christmas this year was a very different affair than usual; however, a fantastic digital carol service was put together (grateful thanks to the Prescott's and the choir), which rivalled anything else on offer nationally- and so say all of us!



Financial Review

Total receipts for the year were £88,926 as detailed in the financial statement, and £149,309 was the total expenditure. £132,367 of this was spent directly on activities relating to the work of the church.

Income

Our planned giving has increased by £7,075 and our unplanned giving has decreased by £9,421. This means our incoming resources are down by £1,196 but given the restrictions placed on in-person worship, this decrease isn't as dramatic as it could have been.

Our 'voluntary incoming resources' has increased by £14,006 however £22,644 of that is the LICF grant that used to be taken off our Parish Share and £3,500 was a restricted grant for Morecambe Pantry. This means our VIR would have been £2,508 which is a decrease of £12,138. This has been effected significantly by our inability to hold social gatherings or fundraisers.

Donations with a specific purpose have been listed under 'Other voluntary incoming resources'; This includes Appeals and the roof fund. Our incoming grants included a grant from the Diocese totalling £22,644 and a Grant from Great places housing for our Morecambe Pantry project.

Fee's for occasional offices totalled £6,708 which is an increase compared last year. This is mainly due the increase in funerals due to the Covid-19 pandemic.

Expenditure

Our Diocesan Parish share was £59,684, which we paid in full; this helps support our Diocese in paying mainly for the stipends, pensions and accommodation for all our clergy. Our Parish Share has increased by £16,540 but we received £22,644 LICF grant (which in previous years has been taken off our parish share payment) so in reality our Parish Share has decreased by £6,104. The amount each Parish must find is shared between the parishes within our Diocese and is calculated based on a formula agreed at Diocesan synod.

The increase in rectory costs is due to an underpayment of a proportion of Council Tax for 2019 and our agreement to include internet as a work expense (as per Church of England guidance). We have also gained a curate so the 2020 expenditure also includes Curate housing costs of Water, phone, internet and Council tax.

'Fees to the Diocese' are £4,534; this increase is due to the change in was the diocese processes the fees separately to our Parish share.

Whilst our maintenance costs have risen, £11,736 was for repairs to the roof. We have currently spent £27,612 of the designated 60,000 on the re-ordering project and £9,033 of the designated £30,000 for the Parish Administrator role.

Wages include £3,200 for our Choirmaster and £7,182 for the Parish Administrator.

Our Debtors and liabilities are as follows; We are owed £3,632 of Gift Aid the latter part of 2020 and we are still required to pay Diocesan Fees of £2006 and £267 from the Mission to Seafarer's Christmas Card collection.

Conclusion

The net result at the year-end was an excess of payments over receipts (deficit) of £60383. The balances carried forward at the end of the financial year were £88,875 unrestricted funds and £6,444 restricted funds, a total of £95,319 which shows a decrease from the 2019 figure of £154,969. The restricted funds comprise the Morecambe Pantry, Flower Fund, Choir fund and Building & Maintenance fund. The Designated Funds (shown in unrestricted funds) comprise of Parish Administrator Fund and Re-Ordering Fund.

Our yearly balance showed a Deficit of £ 60,383 however £36,645 of this was planned and £11,736 was for roof repairs meaning that £12,002 for other purposes. I estimated in June 2020 that the Covid-19 situation would cost us between £8,000 and £10,000 so I am positive and pleased about how the PCC have managed our finances during this time and encouraged by the congregations response to this challenging year.

Reserves policy

We have a 'normal' turnover of £100,000, and the PCC looks to have three months' reserves in addition to any designated funds to ensure that it can function; This is equal to £25,000.

**Poulton-le-Sands Holy Trinity
with St. Laurence, Morecambe**

Statements of Accounts
for 12 months ending
31st December 2020

Chelsie Collier
Treasurer

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH ST LAURENCE, MORECAMBE

ACCOUNTING POLICIES

Basis of Accounting

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005. The PCC prepared these accounts on a receipt and payments basis.

Funds

General funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. Restricted funds are to be used for the specific purpose for which they were intended. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. 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.

Incoming Resources.

Voluntary income and capital resources.

Collections are recognised when received by or on behalf of the PCC.

Planned giving received under covenant is recognised only when received.

Income tax recoverable on covenants or gift aid donations is recognised when the income is recognised.

Grants and legacies to the PCC are accounted for when they are received.

Funds raised by garden parties and similar events are accounted for gross.

Sales of books and magazines are accounted for gross.

Resources used.

Activities directly related to the work of the Church.

The diocesan parish share is accounted for when due. Expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed Assets.

Consecrated and beneficed property is excluded from the accounts by s.96(2)(a) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

Current assets.

Amounts owing to the PCC at 31st December in respect of Gift Aid are shown as debtors. Short-term deposits include cash held on deposit either with the CBF Church of England Funds or at the bank.

INDEPENDENT EXAMINER'S REPORT

TO THE PCC OF HOLY TRINITY WITH ST LAURENCE, MORECAMBE.

This report on the accounts of the PCC for the year ended 31st December 2020 which are set out on pages 8 and 9, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and s.43 of the Charities Act 1993 ('the Act').

Respective responsibilities of trustees and examiner.

As members of the PCC you are responsible for the preparation of the financial statements; you consider that the audit requirement of the Regulations and s 43(2) of the Act does not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of Regulations.

Basis of independent examiner's report.

My examination was carried out in accordance with the General Directions given by the Charities Commission under section 43(7)(b) of the 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 accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement.

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

- I. Which gives me reasonable cause to believe that in any material respect the requirements
 - a. to keep accounting records in accordance with section 41 of the Act; and
 - b. to prepare financial statements, which accord with the accounting records and to comply with the requirements of the Act and the Regulations have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

Date



14th April 2021

Mr J R Pollard MAAT
8 Lake Grove
Morecambe
LA4 4LH

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH ST LAURENCE, MORECAMBE

STATEMENT OF FINANCIAL ACTIVITIES For the year ended 31st December 2020

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS	
				2020 £	2019 £
INCOMING RESOURCES					
Incoming resources from donors	2a	£ 56,837	£ -	£ 56,837	£ 58,033
Other voluntary incoming resources	2b	£ 23,757	£ 4,896	£ 28,652	£ 14,646
Income from charitable ancillary trading	2c	£ 7,708	£ 113	£ 7,821	£ 6,542
Other ordinary incoming resources	2d	£ -	£ -	£ -	£ 3,991
Income from Investments	2e	£ 624	£ -	£ 624	£ 1,206
TOTAL INCOMING RESOURCES		<u>£ 88,926</u>	<u>£ 5,008</u>	<u>£ 93,935</u>	<u>£ 84,418</u>
RESOURCES USED					
Grants	3a	£ 5,270	£ 2,501	£ 7,771	£ 17,975
Activities directly relating to the work of the church	3b	£ 132,367	£ 1,774	£ 134,141	£ 80,849
Church management and administration	3c	£ 992	£ -	£ 992	£ 742
Wages	4	£ 10,681	£ -	£ 10,681	£ -
TOTAL RESOURCES USED		<u>£ 149,309</u>	<u>£ 4,275</u>	<u>£ 153,584</u>	<u>£ 99,566</u>
NET INCOMING/(OUTGOING) RESOURCES		<u>-£ 60,383</u>	<u>£ 734</u>	<u>-£ 59,649</u>	<u>-£ 15,148</u>
NET MOVEMENTS IN FUND		<u>-£ 60,383</u>	<u>£ 734</u>	<u>-£ 59,649</u>	<u>-£ 15,148</u>
Balances brought forward at 1st January 2020 (2019)		£ 149,258	£ 5,711	£ 154,969	£ 170,116
BALANCES CARRIED FORWARD AT 31ST DECEMBER 2020		<u>£ 88,875</u>	<u>£ 6,444</u>	<u>£ 95,319</u>	<u>£ 154,969</u>

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH ST LAURENCE, MORECAMBE

BALANCE SHEET AT 31ST DECEMBER 2020

	Note	2020 £	2019 £
FIXED ASSETS		0	0
CURRENT ASSETS			
Debtors (Gift Aid Income Tax Recoverable)	6	£ 3,632	£ 3,460
Cash at Bank		£ 10,475	£ 13,518
CBF Account		* £ 83,484	£ 142,438
		<u>£ 97,592</u>	<u>£ 159,416</u>
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR	7	£ 2,273	£ 4,447
NET CURRENT ASSETS		£ 95,319	£ 154,969
NET ASSETS		<u>£ 95,319</u>	<u>£ 154,969</u>
FUNDS	8		
Unrestricted		£ 88,875	£ 149,258
Restricted		£ 6,444	£ 5,711
		<u>£ 95,319</u>	<u>£ 154,969</u>

* Due to the shortfall in income against expenditure a Net of £59,500 was transferred from the CBF Account into Church Current Account during the year; £37,000 of this was a planned transfer from designated funds.

Approved by the Parochial Church Council on Wednesday 9th of May , and signed on its behalf by:

Rev'd Chris Krawiec



Chairman

The notes on the following pages form part of these accounts

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH ST LAURENCE, MORECAMBE

NOTES TO THE FINANCIAL STATEMENTS For the year ended 31st December 2020

2 INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
2a Incoming Resources from Donors				
Planned Giving Gift Aid	£ 30,809	£ -	£ 30,809	£ 24,293
Planned Giving Non Gift Aid	£ 12,276	£ -	£ 12,276	£ 11,719
Pew envelopes	£ 237	£ -	£ 237	£ 1,621
Income tax recovered	£ 10,252	£ -	£ 10,252	£ 9,097
Collections	£ 1,649	£ -	£ 1,649	£ 7,900
Donations	£ 1,615	£ -	£ 1,615	£ 3,401
Total	£ 56,837	£ -	£ 56,837	£ 58,033
2b Other voluntary incoming resources				
Bequests	£ -		£ -	£ -
Donations, appeals, etc.	£ -	£ 682	£ 682	£ 7,901
Aumbry lamp	£ 40		£ 40	£ 35
Notice Sheet	£ -		£ -	£ 15
Candles	£ 248		£ 248	£ 1,032
Flower fund		£ 60	£ 60	£ 125
Christmas Tree Festival	£ 170		£ 170	£ 2,371
Social events	£ -		£ -	£ -
Grants	£ 22,644	£ 3,500	£ 26,144	£ -
Childrens Ministry	£ 443		£ 443	£ 696
Uncashed cheques	£ 212		£ 212	£ 1,943
Choir Fund		£ 500	£ 500	£ 527
Building & Maintenance fund		£ 154	£ 154	£ -
Total	£ 23,757	£ 4,896	£ 28,652	£ 14,646
2c Income from charitable ancillary trading				
Magazines/Booklets	£ 880		£ 880	£ 451
Photocopying	£ 120		£ 120	£ 262
Fees	£ 6,708		£ 6,708	£ 5,829
Morecambe Pantry		£ 113	£ 113	£ -
Total	£ 7,708	£ 113	£ 7,821	£ 6,542
2d Other ordinary incoming resources				
Insurance claims	£ -		£ -	£ 3,736
Fraud Adjustment	£ -		£ -	£ 255
Total	£ -	£ -	£ -	£ 3,991
2e Income from investments				
Interest	£ 624		£ 624	£ 1,206
Total	£ 624	£ -	£ 624	£ 1,206
TOTAL INCOMING RESOURCES	£ 88,926	£ 5,008	£ 93,935	£ 84,418

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH ST LAURENCE, MORECAMBE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31st December 2020

3 RESOURCES USED

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	2019 £
3a Grants				
Mission and charitable giving	£ 4,400		£ 4,400	£ 4,211
Donations	£ 870		£ 870	£ 13,764
Morecambe Pantry		£ 2,501	£ 2,501	
Total	£ 5,270	£ 2,501	£ 7,771	£ 11,797
3b Activities directly relating to the work of the church				
Ministry: Parish share	£ 59,684		£ 59,684	£ 43,144
Rectors expenses	£ 493		£ 493	£ 214
Rectory costs	£ 3,988		£ 3,988	£ 2,312
Curates Expenses	£ 8		£ 8	£ -
Curates Housing Costs	£ 875		£ 875	£ -
Reader & P.A. expenses	£ 68		£ 68	£ 141
Fees to diocese	£ 4,534		£ 4,534	£ 87
Church running expenses	£ 7,663		£ 7,663	£ 5,207
Children's ministry	£ 689		£ 689	£ 730
Church maintenance	£ 13,664		£ 13,664	£ 4,448
Choir	£ 1,239		£ 1,239	£ 6,361
Parish office	£ 4,147		£ 4,147	£ 7,912
Parish Social events	£ 77		£ 77	£ 1,540
Utility costs - Gas and Electricity	£ 3,428		£ 3,428	£ 3,537
- Water	£ 94		£ 94	£ 202
Insurance	£ 2,810		£ 2,810	£ 2,713
Choir Fund		£ 582	£ 582	£ 148
Gifts	£ 100		£ 100	£ 183
Pew Bibles		£ 1,192	£ 1,192	
Flowers	£ -	£ -	£ -	£ 350
Re-ordering Project	£ 27,612		£ 27,612	
Wedding/Funeral Fees	£ 972		£ 972	£ 1,566
Bank charges	£ 222		£ 222	£ -
Total	£ 132,367	£ 1,774	£ 134,141	£ 82,689
3c Church management and administration				
Administration:				
Paper	£ 43		£ 43	£ 408
Phone and internet	£ 770		£ 770	£ 335
Courses	£ 178		£ 178	£ -
Total	£ 992	£ -	£ 992	£ 743
4 Staff Costs				
Wages	£ 10,402	£ -	£ 10,402	£ -
Payroll	£ 279	£ -	£ 279	£ -
Total	£ 10,681	£ -	£ 10,681	£ -
Total	£ 149,309	£ 4,275	£ 153,584	£ 94,847

PAROCHIAL CHURCH COUNCIL OF HOLY TRINITY WITH ST LAURENCE, MORECAMBE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31st December 2020

5 Analysis of Net Assets by fund	Unrestricted Funds	Restricted Funds	Total
Fixed Assets			
Current Assets	£ 91,148	£ 6,444	£ 97,592
Current Liabilities	-£ 2,273		-£ 2,273
Fund Balance			£ 95,319
6 Debtors		2020	2019
Income tax recoverable		£ 3,632	£ 3,460
		<u>£ 3,632</u>	<u>£ 3,460</u>
7 Liabilities: Amounts falling due within 1 year			
Charitable Giving			£ 2,000
Donations		£ 267	£ 2,447
DBF Fees		£ 2,006	£ -
		<u>£ 2,273</u>	<u>£ 4,447</u>
8 Fund details			
The restricted funds comprise the Morecambe Pantry, Flower Fund, Choir fund and Building & Maintenance fund.			
Designated Funds (shown in unrestricted funds) comprise of Parish Administrator Fund and Re-Ordering Fund			

Rector

Rev Chris Krawiec
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Curate

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Honorary Associate Priest

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Parish Office

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Morecambe Parish Church

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