

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY, PENWORTHAM

England & Wales · Charity number 1164221

Details

Other names	ST MARY'S PARISH CHURCH, PENWORTHAM
Status	Registered
Legal form	Previously excepted
Registered	2015-11-02
Register	View on the Charity Commission register

Contact

Address	Church Avenue Penwortham Preston PR1 0AH
Phone	01772460142
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Website	www.penwortham-stmary.co.uk

Activities

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

Activities: Regular public worship open to all the provision of sacred space for personal prayer & contemplation pastoral work including visiting the sick & the bereaved teaching of christianity through sermons, course & small groups Promoting the whole mission of the Church through provision of activities for senior citizens, parents & toddlers and other special need groups.

Classification

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

Geography

- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£155,970	£127,159	-	-
2023-12-31	£192,991	£98,477	-	-
2022-12-31	£94,407	£81,678	-	-
2021-12-31	£88,651	£171,159	-	-
2020-12-31	£65,349	£89,576	-	-

Trustees

Name	Role	Appointed
Adrian Carlton		2025-01-14
Ann Staton Miss		2022-04-24
Barbara Margaret Collins		2023-04-23
Beryl Rhodes		2023-04-23
DAVID THOMAS TUKE		2019-04-29
David Jan Thornton		2019-04-29
Derek Webster Mr		2021-04-18
Gillian Mary Carlton		2025-01-14
Iain Jenkins Mr		2021-04-18
Ian Driver		2022-04-24
JILL MARGARET HOWE		2019-04-29
JOHN MICHAEL KAY		2019-04-29
Judith Duffy		2026-04-26
Rachel Tuke		2019-04-28
WENDY EDNA ADELE WIGGANS		2019-04-29

Accounts

REVIEW OF CHURCH ACTIVITIES IN 2024 **(with updates to 28th March, 2025)**

The Annual Report for 2024 includes the whole of that calendar year and activities up to 28th March, 2025 with the report being approved by the PCC on 7th April, 2025 and is being presented to the Annual Parochial Church Meeting (APCM) today the 27th April, 2025.

CHURCH SCHOOLS:

As part of our on-going commitment to our Church Schools, we continued to purchase sufficient **bibles to enable each child in year three, at both Howick and Cop Lane Schools, to have their own copy** to use for the remaining four years at their primary school and then to take with them when they move onto secondary education. Presentation of bibles to each school took place during the Autumn term. This continues to be very much appreciated by pupils, their parents and staff alike.

At Howick Primary school, there had been unanimous approval for the change of status from a community school to a **voluntary aided status**. In effect very little changed as the school which has been in effect operating as church school for some time. During the course of the year the school has been granted **voluntary aided status**. Some funding changes with the Diocese supporting more, but the main effect is that Foundation (church) Governors on the Governing Board now have a majority membership over all other governor's status. **Cop Lane school has been a voluntary aided school for some time.**

At Cop Lane Primary School, they had achieved a number of quality marks for excellence including the Bishops Silver Award. Pupils from the Juniors that is Years 3- 6 have continued to visit church termly for a short "Ministry of The Word" service which had gone very well with both staff and pupils. In July, the school was subject to an Ofsted Inspection as the last Ofsted Inspection was many years ago when it was assessed as "*Outstanding*".

Since then, the Government has changed the criteria to be used for their Ofsted Inspections. The former judgements of "*Outstanding*," "*Good*," "*Requires Improvement*" still remain but the bar to obtain *Outstanding* and *Good* has been moved upwards so in effect the previous gradings of "*Outstanding*" is now "*Good*". Likewise, a single word assessment covering all areas was introduced which subsequently is now being reconsidered due to public pressure. The school was given a "good" grade which equated to the "*outstanding*" previous assessment.

The SIAMS (Statutory Inspection of Anglican & Methodist Schools) is not due until the academic year 2025/26

As part of the community award, the school initiated a project between the school and the church parishioners whereby some parishioners knitted eight-inch squares. In January, 2024, a few ladies from the parish who had knitted the squares, together with Jill Howe (a churchwarden and former teacher at Cop Lane) took all the knitted squares up to school where some of Year 6 pupils were given instructions and assistance in sewing up these squares making three blankets. In February the Manager of the Foxton Centre in Preston where homeless persons reside, attended school and in accepting the blankets explained what the Charity does to support the homeless in Preston.

David Thornton was appointed a Church Foundation Governor at both Howick and Cop Lane schools in the year of 2000 and decided to retire

On 1st January, 2025 after 25 years' service at both church schools. His replacement at Cop Lane is David Tuke and at Howick Beryl Rhodes. We wish them both well.

VOLUNTEERS:

The Church Regulations require that any “**substantial voluntary help**” must be recorded in their Annual Report. There is a small group of active parishioners who give of their services in financial management, general maintenance and administration. The Parish is very fortunate to have such people who are prepared to continue to give so much of their time and talents for the benefit of the Parish. Our Vicar continues to say this publicly on all occasions. We are required by the Church Regulations to state if any member of the PCC has received any payment for their services during the course of the year. We report that David and Rachel Tuke are members of the bell-ringing team and their fees are in accordance with those approved by the PCC. Our organist Rhoda Martin is also paid in accordance with the approved RSCM rates for weddings, funerals and for the 10.15am service on Sundays.

We do not have an appointed vergers but when a wedding or funeral takes place, the Vicar asks if one of the churchwardens could act as a vergers. David Thornton and Jill Howe (Churchwardens) perform these duties but only infrequently and are the statutory fee in charged in each case. This is not really defined as “**substantial voluntary help**” because only a small fee is paid, but with the other substantial voluntary work each undertakes, it was felt this should be recorded in this report to demonstrate transparency.

PARISH SHARE

Parish Share is a national scheme with each Diocese raising funds so they are able to pay the Vicar’s stipend and provide other diocesan services. Dioceses’ use different formulas and the Blackburn one means that St Mary’s were required to ‘donate’ in 2023 the sum of £77,000. In every year previously we have been able to pay in full the Parish Share.

The Standing Committee (consisting of the Vicar, the three churchwardens, the treasurer and one lay member of the PCC) discussed the 2023 Parish Share amount. The treasurer indicated that in 2023 **we would not be able to balance the books** particularly as the Quinquennial Inspection had identified that £55,000 worth of repairs would have to be spent to keep our Grade 2* building safe and secure. We had insufficient reserves to be able to pay the full Parish Share. The matter was discussed at the next full PCC meeting and the Council unanimously voted in favour of a resolution that we could only afford to pay the Vicar Stipend. This resolution was sent to the Diocese.

After some considerable time, the Standing Committee were able to meet face to face with the Archdeacon of Blackburn, the Diocesan Finance Officer and the Chairman of the Diocesan Board of Finance (DBF). We were able to put our case providing figures and evidence to support our application. The Diocesan representatives then retired and, on their return, they put the following compromise solution. **“For the two years (2023 and 2024) our Parish Share would be reduced to £62,000 (a reduction of £15,000) that is £30K support by the DBF over the 2 years. In addition, if our revised Parish Share was met for 3yrs, the arrears would be written off depending upon the amount of reserves held”.**

Subsequently the Standing Committee met and recommended acceptance by the full PCC which was unanimously approved and this is reflected in our accounts for 2024. However, we have now been informed that in **2025 our Parish Share will rise to £82,000!!**

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PARISH FINANCES:

The Statement of Financial Practice (SOFP) 2015 and the subsequent changes to the Church Accounting Practices dictate how our accounts have to be prepared.

David Tuke is our treasurer, who has financial skills and he has prepared the accounts using specifically designed computer software for church accounting procedures and we have been able to show a true comparison with activity in 2023 alongside 2024.

The accounts, balance sheet and notes to the accounts forming part of the annual report are shown on pages 1 -10 including the Independent Examiners certificate giving us a clear bill of health (see page 11). These will be explained by our treasurer with a PowerPoint presentation at our Annual Parochial Church Meeting (APCM) scheduled to take place in church about 11.30am on Sunday 27th April, 2025 after the 10.15am service.

The Church Regulations state that both the Annual Report and Accounts have to be approved by the PCC as they are the Trustees and this was done on 7th April, 2024. They are later presented at the APCM with a treasurer's power-point presentation for those present to receive and note. Details are then forwarded electronically to both the Church of England Statistics Branch and the Diocese before the deadline date.

DIOCESAN VISION 2026:

The Diocese have a Vision 2026 plan which will culminate in November next year when the Diocese will be celebrating its centenary as separate Diocese. Work has started on a vision statement and consultation on Vision 2033 with all Deanery Synods. We are part of Leyland deanery and arrangements were made for St Mary's to host a deanery meeting on Thursday 13th March, 2025 when the Diocesan Bishop, the Diocesan Director of Vision Delivery Carolyn Barton and the Archdeacon of Blackburn, Mark Ireland led a workshop to which all Clergy, Churchwardens and Parish Vision Champions of every parish in the deanery were invited to take part. Further details will be reported on in next year's Annual Report.

ECUMENICAL MATTERS:

All eight churches in Penwortham form the Ecumenical Group known as ***"Churches Together in Penwortham"***: – two are Church of England (St. Leonard's and ourselves), two are Methodist, two are Roman Catholic, one is the United Reform Church and the eighth is a free church which meets in Whitefield Road Primary School. Each church reports events to South Ribble Borough Council's (SRBC's) Community Liaison Officer, the various events and services which happen during Advent and over Christmas who then produce and distribute a leaflet highlighting all these events in Penwortham.

Member of our church are on the ***"Churches Together in Penwortham"*** and **take an active role on this Group** with our Rachel Tuke being the Deputy moderator and Sue Vendy being the treasurer. The group also arrange collections of food supplies from the various churches in Penwortham to stock up the towns Foodbank where goods are distributed every Friday. We are very grateful to Gillian and Adrian Carlton for collecting the goods donated which are collected in a box at the back of church and conveyed every week to the Food Bank. Similarly, both **Penwortham Live 24 in May and Penwortham Gala** in June, 2024 with active involvement of St Mary's at each event. We have registered our interest to do so again this year (2025)

At Easter in 2024, it was our turn to arrange the Good Friday Walk of witness followed by a short service at church. The walk around the estate north of Liverpool Road including the shops on the main road was well attended by parishioners from all seven churches in Penwortham.

In December, 2022 the North West Air Ambulance (NWAAS) held, in our Church, their first Christmas Fayre and Carol Concert. They were very impressed with the facilities and the support from the church officials. It was open to the public at large and the church was packed. Some of the money raised was donated to the parish. Such was the success of this event, NWAAS were eager to hold a similar event in December 2023 with even more stalls. Again, it was a rousing success and NWAAS decided to make this an annual event in our church. In December, 2024 the event took place again which proved a large attraction for people all over the north west. The bonus was that a donation to church funds was made.

All these events raised the church profile and enhanced the links between the church schools, the Penwortham community and the public at large and the church.

CHILDREN / VULNERABLE ADULT PROTECTION & SAFE FROM HARM POLICY:

PARISH SAFEGUARDING OFFICER & DBS ADMINISTRATOR – GILLIAN CARLTON reports: -

Under Church Representation Rules we are required to make a statement to the Annual Meeting which is as follows *“That the PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults)”*. Since taking office on 14th January, 2025, I have not been made aware of any safeguarding issues taking place in St Marys during 2024. I am not aware of any safeguarding issues presently at St Marys.

Since January 2025, members of the PCC, as Charity Trustees, have been undergoing Safeguarding Training, as this is something which needs to be refreshed every 3 years and had become due. Much of the training has been completed successfully, with just a few outstanding courses to be completed. I have been working to update the Diocesan Safeguarding Dashboard and Hub which keeps track of our activities. We are still on Level 1, but hope to progress to Level 2 soon.

In addition, the members of the PCC and others working with children/young people/vulnerable adults, are due to renew their DBS checks. As DBS Administrator, I have now been accepted as Lead Recruiter and Rachel Tuke has been accepted as Deputy Recruiter, so the applications will commence shortly.

All our Safeguarding Policies are reviewed annually and have recently been revised by the PCC. They are gradually being added to our website. We also have a Safeguarding Action Plan which will be regularly reviewed. **The mandatory notices, containing relevant contact details, are now displayed on our new freestanding Safeguarding Noticeboard which can be found at the back of church.**

Safeguarding is an item on the agenda of every PCC meeting

Please remember - **Safeguarding is everyone's responsibility** – please be aware of anyone you might consider to be a vulnerable individual, adult or child, and do not hesitate to contact myself or the Vicar, if you have any concern whatsoever. After the APCM, members of the congregation will be given the opportunity to undertake some basic courses, so that, as a Parish, we become more aware and therefore a safer space for everyone.

THE CHURCH BUILDING:

QUINQUENNIAL (every 5 years) INSPECTION:

Every five years a full report (quinquennial report) on the condition and fabric of our Grade II* listed church has to be carried out by a diocesan approved qualified architect who for us is Stephen Fish. The Inspection report was received in 2023 and the cost of remedial work required to be undertaken was £55K. This expense to maintain our Grade 2* listed building was the main reason why we had made representation to the Diocese for a reduction in our Parish Share. This remedial work has now been completed.

THE 1956 ANNEX AT THE NORTH EAST PART OF THE CHURCH:

The money from the sale of Glebe land in 2017, upon which our former Church Hall on Cop Lane stood, was ring fenced to provide additional accommodation for community and church use. Considerable discussions and advice were sort on what sort of building we would want and just before COVID we were actively pursuing knocking down the 1956 extension and constructing a new purpose built two storey structure. With COVID everything came to a halt and in 2022 we started to have costings done but with the considerable increase in building costs and materials we quickly realized that we **couldn't afford to fund this this** so we asked the architect to come up with **modified plans** which would enable us still to have all the facilities.

The revised plan was to retain the 1956 extension **remodelling the upper floor** to incorporate a kitchen, disabled toilets and a meeting room large enough for some 15 people. **On the lower level** we would extend outwards so we could have a classroom size room as well as storage facilities and a Parish Office. Stairs would link the two levels and following consultation with parishioners, a lift was added to the plan to make it more disable friendly. The classroom would accommodate 30 pupils and two members of staff so children from both Cop Lane and Howick Schools could spend a full day covering various aspects of the school syllabus. This facility would be open to the community at large to use as well.

The PCC agreed to this plan and the architect started to make all the arrangements including various surveys and consultation with pressure groups.

Any plans have to be approved by the local authority South Ribble Borough Council (SRBC) and then by the Diocesan Advisory Committee (DAC) after a faculty to do the work had been submitted. A faculty was completed which included a statement of needs and a statement of significance which was submitted to the DAC who then gave notice to all interested parties that the DAC would meet at our church on Thursday 28th March to listen to all representations made. That meeting was held when our architect Stephen Fish explained the details of the plans and all had an opportunity to look outside as well to see the extent of the proposed modifications of the 1956 extension. Suggestions to minor changes were taken on board and the modified drawings were re-submitted to the DAC. However, the DAC Secretary stated that interested parties still had time to submit their observation until 8th April after which the DAC would write to inform us of the decision. This will be reported at our APCM on Sunday 27th April, 2025.

THE LONG-TERM EFFECT OF COVID ON THE RUNNING OF THE CHURCH

Our monthly Parish Magazine, from the April 2020 edition onwards, has been compiled as usual but not printed as volunteer distributors to the 300 plus households and other premises in Penwortham were not allowed under COVID restrictions BUT the Magazine has continued to be put on our church website and circulated by email to all 108 households who had authorised church matters to be sent by this method. This was the first occasion in over 150 years that the Church Magazine has not been printed and delivered by hand.

There was a nucleus of about eight or nine members of the congregation one or two of whom enhanced the Sunday service with their musical contribution particularly during and after the administration of the sacraments. Without the support of our organist Rhoda Martin this would not have happened. The group known as the St Mary's Singers have continued to thrive and now many of the congregational responses are now sung with the congregation now taking a more active part.

COVID restrictions were gradually eased in 2022 with many of the legal requirements changed to advisory including the wearing of masks, the provision of hand sanitisers, social distancing and track and trace. This included the taking of the sacraments. From Easter Sunday in 2023 both elements of bread and wine were offered but there was no requirement to take the wine if people were still concerned. The Vicar made this clear adding that by taking the bread only, they were fulfilling the requirement of taking the sacrament.

Almost every parishioner involved in **young people's ministry** continued to show reluctance to return to the youth work they were doing pre COVID.

THE CHURCH GROUNDS SURROUNDING THE CHURCH ITSELF
(covering the church yard and Castle Hill – [the site of an ancient Monument].)

THE CHURCHYARD (covering all three graveyards and Crow Wood)

The maintenance of the churchyard is the responsibility of the South Ribble Borough Council (SRBC) as we are a 'Closed Churchyard' and subject of 'an order of the Privy Council' back in the year 2000 which has been documented in most of the previous annual reports over the last years. Therefore, only what has happened during the last year will now be included.

Mention has been made previously of the embankment on the eastern side of the front graveyard running from the Lynchgate to just past the end of the chancel. This embankment was examined and thought to be unstable and with a number of old graves near the edge of the embankment in the graveyard, they were liable to be exposed and/or slide down the crumbling embankment. It was necessary that South Ribble Borough Council should take remedial action as it is legally their responsibility to maintain everything in the three graveyards around the church.

South Ribble had to obtain a faculty from the Diocese which would include estimates for the work to be completed and a plan for the work to be undertaken which would possibly involve in re-interring the old graves until the work was completed. This work was delayed by COVID and when estimates were obtained, the costs were far more expensive and the local Council had not budgeted such a large amount in the financial year 22/23 so the revised estimates were included in the 23/24 financial year. The faculty had been approved by the PCC and the application was approved by the DAC. In January, 2025 some preparatory work was undertaken cutting down a tree and removing vegetation close to the railings alongside the lychgate on the embankment side.

THE FUTURE:

The COVID pandemic may well be over for most of us but the ongoing effects have hit the church with delays and these have been exacerbated with the energy crisis and the considerable rise in building costs. Some parishioners are of the older generation have not returned to active worship but have joined us when we live stream the 10.15am service on Zoom.



The Revd Chris Nelson – Vicar & PCC Chair



David Thornton - PCC Secretary

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st December 2024

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2024	Total 2023
	Note	£	£	£	£		
Incoming Resources							
From Donors	2(a)	52,511	0	0	-	52,511	68,047
Other Voluntary	2(b)	43,160	0	178	-	43,338	2,205
Activities:-							
to further the Councils Objects	2(c)	8,856	0	360	-	9,216	8,067
to generate Funds	2(d)	5,451	0	0	-	5,451	1,818
From Investments	2(e)	36,692	0	0	-	36,692	21,611
Other	2(f)	8,762	0	0	-	8,762	91,243
Total Incoming Resources		155,431	0	538	-	155,969	192,991
Resources Expended							
Grants	3(a)	595	0	0	-	595	966
Activities directly relating to the work of the church	3(b)	124,296	0	600	-	124,896	93,455
Church Management and Admin	3(c)	1,104	0	0	-	1,104	3,362
Cost of Generating Funds	3(d)	74	0	0	-	74	178
Support Costs	3(e)	42	0	0	-	42	84
Other Resources Expended	3(f)	448	0	0	-	448	432
Total Resources Expended		126,559	0	600	-	127,159	98,477
Net Incoming (Outgoing) Resources before Transfers		28,872	0	-62	-	28,810	94,515
Transfers Between Funds	9(a)						
Transfers Between Funds in		0	0	-120	-	-120	0
Transfers Between Funds out		120	0	0	-	120	0
Net Incoming (Outgoing) Resources		28,992	0	-182	-	28,810	94,515
Gains/(losses) on Investment Assets:-							
Realised							
Unrealised							
Net Movement in Funds		28,992	0	-182	-	28,810	12,389
Fund Balances B/F at 1 Jan		265,344	690,124	4,281	215	959,965	865,451
Fund Balances C/F at 31 Dec		294,336	690,124	4,099	215	988,775	959,965

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

BALANCE SHEET

YEAR ENDED 31st December 2024

				2024	2023
			NOTE	£	£
FIXED ASSETS					
Investment Assets			5(c)	215	215
House			5(b)	240,000	155,000
TOTAL FIXED ASSETS				240,215	155,215
CURRENT ASSETS					
Stock				0	0
Debtors			7	0	
Short Term deposits					
Current Account				7,662	9,528
Deposit Account				20,234	26,774
Development Account				92	25
New Building Account				720,296	683,991
Cash in Hand				100	100
Accounts Receivable				2,887	2,566
TOTAL CURRENT ASSETS				751,270	722,984
Liabilities (falling due within 1 year)			8	2,711	3,235
NET CURRENT ASSETS				748,560	719,749
NET ASSETS				988,775	874,964
FUNDS			6		
UNRESTRICTED				294,336	265,344
DESIGNATED				690,124	690,124
RESTRICTED				4,099	4,281
ENDOWMENT				215	215
TOTAL FUNDS				988,775	959,965

NOTES TO THE FINANCIAL STATEMENTS

1. PENWORTHAM ST MARY'S PARISH ACCOUNTING POLICIES:

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting Standards and the Charities Statement of Recommended Practice (SORP).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

FUNDS:

Explanations of the various funds are shown on earlier pages of the Annual Reports and Statement of Accounts. The relevant pages are marked P and Q. The amounts and details of each fund are shown on Pages 1 and 2 which are the statutory accounting requirements. The funds are also explained in further detail in Note 6 on page 7 and Note 9 on pages 8 and 9.

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 or those that are informal gatherings of Church members.

INCOMING RESOURCES:

- These are summarised on Page 1 and are explained in detail, where necessary, in Note 2 on page 5.

Voluntary income and capital sources

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when the income is received.
- Grants and Legacies to the PCC are accountable as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by the fete, garden party and similar events are accounted for gross.
- Sales of book and magazines from the church bookstall are accounted for gross.

Other income

- Rental Income from the letting of church premises is recognised when the rental is due.

Income from Investments

- Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on Investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

NOTES TO THE FINANCIAL STATEMENTS (cont'd)

RESOURCES USED:

These are summarised on page 1 and explained in detail, where necessary, in note 3 on page 6.

Grants

- Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

- The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

FIXED ASSETS:

These are summarised on page 2 and explained in detail, where necessary, in Note 5a and Note 5b on page 7.

Consecrated property and moveable church furnishings

- Consecrated and beneficed property of any kind is excluded from the accounts by Section 96(2)(a) of the Charities Act 1993.
- Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 and there is insufficient cost information available, such assets are therefore not valued in the accounts. Items which are acquired after 1 January 2000 will be capitalized and depreciated in the accounts over their currently anticipated useful economic life (initially 10 years) on a straight line basis.
- All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £2,000 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

- Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

Investments

- Investments are valued at market value at 31 December. (see note 5(b) on page 7).

CURRENT ASSETS:

These are summarised on page 2 and explained in detail, where necessary in Note 7 on page 8.

- Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible
- Short term deposits include cash held on deposit either with the CBF church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2024

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2024	Total 2023
		£	£	£	£	£	£
2	INCOMING RESOURCES						
2(a)	Incoming resources from donors						
	Planned giving:-						
	Stewardship Envelopes	41,506	-	-	-	41,506	46,762
	Income Tax recoverable	7,242	-	-	-	7,242	15,778
	Collections (Open Plate) all services	3,762	-	-	-	3,762	5,507
	Sundry Donations		-	0	-	0	0
		52,511	0	0	0	52,511	68,047
2(b)	Other voluntary incoming resources						
	Donations, appeals etc	912	-	178	-	1,090	1,760
	Legacies	42,248	-	-	-	42,248	445
		43,160	0	178	0	43,338	2,205
2(c)	Income from operating activities to further the Council's objects						
	Magazines & Bookstall, etc sales	0	-	-	-	0	0
	Fees - Weddings & Funerals	8,856	-	360	-	9,216	8,067
		8,856	0	360	0	9,216	8,067
2(d)	Income from operating activities to generate funds						
	Magazine Advertising	0	-	-	-	0	0
	Fetes, Bazaars & other fund raising events	592	-	-	-	592	731
	Bookstall sales - sundry items	0	-	-	-	0	0
	Miscellaneous	-	-	-	-	0	0
	Vat Refunds	3,299	-	-	-	3,299	0
	Church Letting	1,560	-	-	-	1,560	1,088
		5,451	0	0	0	5,451	1,818
2(e)	Income from investments						
	Dividends	5	-	-	-	5	5
	Bank Interest	36,687		-	-	36,687	21,606
		36,692	0	0	0	36,692	21,611
2(f)	Other ordinary incoming resources						
	Miscellaneous	2,334	-	-	-	2,334	351
	Insurance Claims		-	-	-	0	
	House Income	6,428	-	-	-	6,428	90,892
		8,762	0	0	0	8,762	91,243
TOTAL INCOMING RESOURCES		155,431	0	538	0	155,969	192,991

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2024

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2024	Total 2023
		£	£	£	£	£	£
3	RESOURCES EXPENDED						
3(a)	Grants						
	Missionary & charitable giving						
	Church overseas:-	-	-	-	-	0	0
	Missionary societies	0	-	-	-	0	0
	Relief & development agencies	0	-	-	-	0	0
	Home missions & other Church Societies	585	-	-	-	585	12
	Secular Charities	10	-	-	-	10	954
		595	0	0	0	595	966
3(b)	Activities directly relating to the work of the church						
	Ministry:-						
	Parish Share	62,000	0	-	-	62,000	62,000
	Assigned Fees/DBF		-	-	-	0	
	Clergy expenses	2,270	-	-	-	2,270	910
	Locum	126	-	-	-	126	80
	Vicarage repairs		-	-	-	0	
	Vicarage - other costs	4,187	-	-	-	4,187	3,653
	Church running expenses	14,498	-	-	-	14,498	14,454
	Church Maintenance	184	-	-	-	184	959
	Church Equipment	2,016	-		-	2,016	3,075
	Upkeep of Services	2,018	-	330	-	2,348	1,891
	Upkeep of churchyard	256	-	-	-	256	58
	Parish Magazine & bookstall		-	-	-	0	
	Refurbishment of Church Buildings	33,537			-	33,537	2,899
	Salaries, wages, fees - organists	3,204	-	-	-	3,204	3,326
	Salaries, wages, fees - bell ringers & choir		-	270	-	270	150
	Miscellaneous	-	-	-	-	0	0
		124,296	0	600	0	124,896	93,455
3(c)	Church management & admin						
	Printing, stationery & postage	1,104	-	-	-	1,104	1,059
	Miscellaneous	0	-	-	-	0	0
	Parish Office:-						0
	Equipment & fittings		-	-	-	0	2,303
		1,104	0	0	0	1,104	3,362
3(d)	Costs of generating funds						
	Fetes, Bazaars & other fund raising events	74	-	-	-	74	178

	Stewardship giving envelopes	0	-	-	-	0	0
	Miscellaneous	0	-	-	-	0	0
		74	0	0	0	74	178
3(e)	Support Costs						
	Junior Church	0	-	-	-	0	0
	Youth	-	-	-	-	0	0
	Child Protection	-	-	-	-	0	0
	Miscellaneous	-	-	-	-	0	0
	Bank Charges	42	-	-	-	42	84
		42	0	0	0	42	84
3(f)	Other Resources Expended						
	House Expenses	448	-	-	-	448	432
		448	0	0	0	448	432
TOTAL RESOURCES EXPENDED		126,559	0	600	0	127,159	98,477

4 Staff Costs

Salaries, wages and fees

During the year the PCC employed:

	2024	2023
	£	£
a) For the whole year – organists	3,204	3,326

No payments were made for out of the pocket expenses to any PCC member, persons closely connected with them or any other related parties. During the year PCC member(s) David Thornton and Jill Howe received fees for acting as a vergers at services. Rachel Tuke received fees for ringing at weddings.

5 FIXED ASSETS FOR USE BY THE PCC

Tangible fixed assets:

- a) 177 Cop Lane which belongs to the PCC is included at a fixed asset
The value in Nov 2023 was £240,000

- b) Central Board of Finance Shares £215

6 ANALYSYS OF NET ASSETS BY FUND

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2024
	£	£	£	£	£
Investment Fixed Assets	240,000	-	-	215	240,215
Current Assets	57,047	690,124	4,099	-	751,270
Current Liabilities	-2,711	-	-	-	-2,711
	294,336	690,124	4,099	215	988,775

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2024

7 Debtors

Debtors	2024	2023
	£	£
Income Tax Recoverable on Gift Aid	0	0
Debtors for Goods & Services	0	0
Prepayment and accrued income	2,887	2,566
Other Debtors	-	-
	2,887	2,566

8 Liabilities – amounts falling due within one year

Liabilities - Accounts falling due within one year	2024	2023
	£	£
Deferred income	1,680	2,495
Creditors for Utility and other costs	-	-
Accruals of utility and other costs	1,031	739
	2,711	3,234

9 Fund Details

UNRESTRICTED FUNDS

Unrestricted funds totalling **£294,336.22** are the unspent balance available for future use.

DESIGNATED FUNDS

Designated funds totalling £690,123.92 comprise:-	£
Unrestricted Legacies notified/received for proposed future spending on	
i) the general refurbishment of the church buildings including the hall	4,729
Provision out of unrestricted funds towards proposed future spending on	
ii) the replacement Parish Office equipment	1,404
iii) Funds for upkeep of Church buildings and new extension	683,991
	690,124

RESTRICTED FUNDS

Restricted funds totalling £4,099.45 comprise:-	£
Singleton Memorial Estate and other funds	2,245
Pastoral Care Team	519
Sundry amounts in respect of Easter Lilies, flowers, Memorial Garden, Bell ropes, Disabled facilities, Church linen, Choir and Fox Street community	859
Younity	157
Charitable donation	225
Church yard maintenance	95
	4,099

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM**NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31st December 2024****ENDOWMENT FUND**

The Endowment Fund of **£215** is a permanent endowment of 132 Central Board of Finance shares and requires the income to be spent on the Chancel.

TRANSFER BETWEEN FUNDS

<u>Designated to General Funds</u>	£0
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<u>Restricted to General Funds</u>	£120
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10 CERTAIN INDIVIDUAL ACCOUNT PERFORMANCES

£

Magazine and Bookstall income exceeded costs by	0
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0

11 QUINQUENNIAL INSPECTION

The last quinquennial report on the Church was in 2023.

INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF PENWORTHAM ST MARY'S PARISH CHURCH.

This report on the accounts of the PCC for the year ended 31st December, 2024, which are set out on pages 1 and 2, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations, 1997 to 2001 ('the regulations') and Section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and Section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. 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 views 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 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

S E Walsh

dated:

9/3/2025

Mrs Susan Walsh
79, Greencroft,
Penwortham,
Preston PR1 9LB

Accounts

REVIEW OF CHURCH ACTIVITIES IN 2023 **(with updates to 15th March, 2024)**

-

The Annual Report for 2023 includes the whole of that calendar year and activities up to 15th March, 2024 with the **report being approved by the PCC on 8th April, 2024** and is being presented to the Annual Parochial Church Meeting (APCM) today.

CHURCH SCHOOLS:

As part of our on-going commitment to our Church Schools, we continued to purchase sufficient **bibles to enable each child in year three, at both Howick and Cop Lane Schools, to have their own copy** to use for the remaining four years at their primary school and then to take with them when they move onto secondary education. Presentation of bibles to each school took place during the Autumn term. This continues to be very much appreciated by pupils, their parents and staff alike.

At Howick Primary school, there had been unanimous approval for the change of status from a community school to a **voluntary aided status**. In effect, very little changed as the school has been in effect operating as church school for some time. Some funding changes with the Diocese supporting more but the main effect is that Foundation (church) Governors on the Governing Board now have a majority membership over all other governor's status. **Cop Lane school has been a voluntary aided school for some time.**

A Statutory Inspection of Anglican & Methodists Schools (SIAMS) took place at Howick in 2023 was undertaken under the new format in which schools are no longer judged with gradings such as *"Outstanding;" "Good;" "Requires Improvement"*. Instead, inspectors now make one of two judgements only. The school was assessed with the better of the two gradings namely: -

"The Inspection findings indicate that the school is living up to its foundation as a Church school and is enabling pupils and adults to flourish"

The PCC passed a resolution unanimously that "congratulations should be recorded to the Headteacher, staff and pupils as well as the Governors on an excellent result" and this was conveyed to the Headteacher.

At Cop Lane Primary School they had achieved a number of quality marks for excellence including the Bishops Silver Award. Pupils from the Juniors that is Years 3- 6 have continued to visit church termly for a short "Ministry of The Word" service which had gone very well with both staff and pupils.

As part of the community award, the school initiated a project between the school and the church parishioners whereby some parishioners knitted eight-inch squares. In January, 2024, a few ladies from the parish who had knitted the squares, together with Jill Howe (a churchwarden and former teacher at Cop Lane) took all the knitted squares up to school where some of Year 6 pupils were given instructions and assistance in sewing up these squares making three blankets. In February this year the Manager of the Foxton Centre in Preston, where homeless persons reside, attended school and in accepting the blankets explained what the Charity does to support the homeless in Preston.

VOLUNTEERS:

The Church Regulations require that any “*substantial voluntary help*” must be recorded in their Annual Report. There is a small group of active parishioners who give of their services in financial management, general maintenance and administration. The Parish is very fortunate to have such people who are prepared to continue to give so much of their time and talents for the benefit of the Parish. Our Vicar continues to say this publicly on all occasions. We are required by the Church Regulations to state if any member of the PCC has received any payment for their services during the course of the year. We report that David and Rachel Tuke are members of the bell-ringing team and their fees are in accordance with those approved by the PCC. Our organist Rhoda Martin is also paid in accordance with the approved RSCM rates for weddings, funerals and the 10.15am service on Sundays.

We do not have an appointed vergers but when a wedding or funeral takes place, the Vicar asks if one of the churchwardens could act as a vergers. David Thornton and Jill Howe (Churchwardens) perform these duties but only infrequently and are paid the statutory fee in each case. This is not really defined as “*substantial voluntary help*” because only a small fee is paid but with the other substantial voluntary work each undertakes, it was felt this should be recorded in this report to demonstrate transparency.

-

PARISH SHARE

Parish Share is a national scheme with each Diocese raising funds so they are able to pay the Vicar’s stipend and provide other diocesan services. Dioceses’ use different formulas and the Blackburn one means that St Mary’s were required to ‘donate’ in 2023 the sum of £77,000. In every year previously we have been able to pay in full the Parish Share.

The Standing Committee (consisting of the Vicar, the three churchwardens, the treasurer and one lay member of the PCC) discussed the 2023 Parish Share amount. The treasurer indicated that in 2023 **we would not be able to balance the books** particularly as the Quinquennial Inspection had identified that £55,000 worth of repairs would have to be spent to keep our Grade 2* building safe and secure. We had insufficient reserves to be able to pay the full Parish Share. The matter was discussed at the next full PCC meeting and the Council unanimously voted in favour of a resolution that we could only afford to pay the Vicar Stipend. This resolution was sent to the Diocese.

After some considerable time, the Vicar, Churchwardens and our treasurer were able to meet face to face with the Archdeacon of Blackburn, the Diocesan Finance Officer and the Chairman of the Diocesan Board of Finance (DBF). We were able to put our case providing figures and evidence to support our application. The Diocesan representatives then retired and, on their return, they put the following compromise solution. **“For the next two years our Parish Share would be reduced to £62,000 (a reduction of £15,000) that is £30K support by the DBF over the 2 years. In addition, if our revised Parish Share was met for 3yrs, the arrears would be written off depending upon the amount of reserves held”.**

Subsequently the Standing Committee met and recommended acceptance by the full PCC which was unanimously approved and this is reflected in our accounts for 2023.

PARISH FINANCES:

The Statement of Financial Practice (SOFP) 2015 and the subsequent changes to the Church Accounting Practices dictate how our accounts have to be prepared.

David Tuke is our treasurer, who has financial skills and he has prepared the accounts using specifically designed computer software for church accounting procedures and we have been able to show a true comparison with activity in 2022 alongside 2023.

The accounts, balance sheet and notes to the accounts forming part of the annual report are shown on pages 1 -10 including the Independent Examiners certificate giving us a clear bill of health (see page 11). These will be explained by our treasurer with a PowerPoint presentation at our Annual Parochial Church Meeting (APCM) scheduled to take place in church about 11.30am on Sunday 28th April, 2023 after the 10.15am service.

The Church Regulations state that both the Annual Report and Accounts have to be approved by the PCC as they are the Trustees and this was done on 8TH April, 2024. They are later presented at the APCM with a treasurer's power-point presentation for those present to receive and note. Details are then forwarded electronically to both the Church of England Statistics Branch and the Diocese before the deadline date.

ECUMENICAL MATTERS:

All eight churches in Penwortham form the Ecumenical Group known as ***"Churches Together in Penwortham"***: – two are Church of England (St. Leonard's and ourselves), two are Methodist, two are Roman Catholic, one is the United Reform Church and the eighth is a free church which meets in Whitefield Road Primary School. Each church reports events to South Ribble Borough Council's (SRBC's) Community Liaison Officer, the various events and services which happen during Advent and over Christmas who then produce and distribute a leaflet highlighting all these events in Penwortham.

Members of our church are on the ***"Churches Together in Penwortham"*** and take an active role on this Group with our Rachel Tuke being the Deputy moderator and Sue Vendy being the treasurer. The group also arrange collections of food supplies from the various churches in Penwortham to stock up the town's Foodbank where goods are distributed every Friday. Similarly, both **Penwortham Live 23 in May** and **Penwortham Gala** in June, 2023 took place with active involvement of St Mary's at each event. These events will again take place in 2024.

To mark the **King Charles III Coronation**, the parish displayed an exhibition of more than 250 creatively decorated tops of weather vanes. Three animal templates made out of wood were distributed to both church primary schools as well as parishioners. The project was named ***"Coronation Conservation"*** with each animal attached to the top of a wooden poll by a single pin to become a weather vane.

The church was open leading up to the Coronation weekend at the beginning of May when members of the public came to see this spectacular exhibition. The exhibition remained in situ until the **Penwortham Live Music Festival 2023** which took place some two weeks later- the culmination of which was the parish hosting a "Vicars Tea Party" on the Saturday to which the community of Penwortham were invited. The whole event created both public and local press interest. We thank David Ryan, both Church schools and parishioners who took part as well as all those who helped in any way.

In December, 2022 the North West Air Ambulance (NWAAS) held, in our Church, their Christmas Fayre and Carol Concert. They were very impressed with the facilities and the support from the church officials. It was open to the public at large and the church was packed. Some of the money raised was donated to the parish. Such was the success of this event, NWAAS were eager to hold a similar event in December 2023 with even more stalls. Again, it was a rousing success and NWAAS had now decided to make this an annual event in our church. The bonus was that a donation to church funds was made.

All these events raised the church profile and enhanced the links between the church schools, the Penwortham community and the public at large and the church.

CHILDREN / VULNERABLE ADULT PROTECTION & SAFE FROM HARM POLICY:

Gareth Allen, our Parish Safeguarding Officer updated our Policies and Appendices which were presented and re-affirmed by the PCC in July 2023. These documents continue to be displayed in Church and on our Church website. The forms in the appendices continue to be valid and there was also no change needed to the Vulnerable Adult Policy.

The Disclosure & Barring Service (DBS) has become much more rigorous as the Churches Child Protection Advisory Service (CCPAS), now called "Thirtyoneeight", have had to comply with the latest changes to the Data Protection Policy. This is now giving greater security to our applicants moving forward as the information provided is highly sensitive.

The Church of England issued new instructions on what information about safeguarding had to be clearly displayed in church as well as on our church website. We can report that we are totally compliant.

We continue to be committed to providing a safe environment for all children and vulnerable adults. We are now at level 1 on the safeguarding hub and we will be looking at progressing to further levels by completing additional activities on the safeguarding hub home page.

THE CHURCH BUILDING:

QUINQUENNIAL (every 5 years) INSPECTION:

Every five years a full report (quinquennial report) on the condition and fabric of our Grade II* listed church has to be carried out by a diocesan approved qualified architect who for us is Stephen Fish. The Inspection report was received in 2023 and the cost of remedial work required to be undertaken was £55K.

THE 1956 ANNEX AT THE NORTH WEST PART OF THE CHURCH:

The money from the sale of Glebe land in 2017, upon which our former Church Hall on Cop Lane stood, was ring fenced to provide additional accommodation for community and church use. Considerable discussions and advice were sought as what kind of building we would want but just before COVID we were actively pursuing knocking down the 1956 extension and constructing a new purpose built two storey structure. This would have incorporated on the upper level (same level as the nave) a fitted kitchen, disabled toilets and a meeting room large enough for some 15 people to meet. On the lower level, where the current boilers are situated, there would have been storage, the parish office and a room large enough to accommodate 30 pupils and two members of staff where children from either Cop Lane and Howick Schools could spend a full day covering various aspects of the school syllabus relating to the church building and churchyard.

However, with COVID everything came to a halt and in 2022 we started to have costings done but with the considerable increase in building costs and materials, we quickly realized that we couldn't afford to fund this, so we asked the architect to come up with plans which would enable us still to have all the facilities. The plan was to retain the 1956 extension and remodel the upper floor and to extend outwards on the lower level so we could have a classroom size room as well as storage facilities and a Parish Office. Stairs would link the two levels and following consultation with parishioners, a lift was put on the plan to make it more disabled friendly.

The PCC agreed to this plan and the architect started to make all the arrangements including various surveys and consultation with pressure groups which the planning regulations require. It is hoped that we can put the plans out to tender in the near future after they had been approved by both South Ribble Borough Council and the Diocesan Advisory Committee.

CHURCH INSURANCE (ECCLESIASTICAL) VISIT & REPORT:

In 2023 we were informed of this visit by our insurance company and the Churchwardens and Vicar met with their representative. They looked at all aspects of security and procedures as well as Health & Safety issues. One month later we received the assessor's written report which on the whole was very positive. There were a number of matters which needed to be addressed. These have now been dealt with and the insurance company has been informed and are now satisfied.

THE LONG-TERM EFFECT OF COVID ON THE RUNNING OF THE CHURCH

Our monthly Parish Magazine, from the April 2020 edition onwards, has been compiled as usual but not printed as volunteer distributors to the 300 plus households and other premises in Penwortham were not allowed under COVID restrictions. However, the magazine continues to be put on our church website and circulated by email to all 105 households who had authorised church matters to be sent by this method. Hard copies on each publication are left at the back of church as are copies of this Annual Report. This was the first occasion in over 150 years that the Church Magazine has not been printed and delivered by hand.

There was a nucleus of about eight or nine members of the congregation one or two of whom enhanced the Sunday service with their musical contribution particularly during and after the administration of the sacraments. Without the support of our organist Rhoda Martin this would not have happened. The group known as the St Mary's Singers have continued to thrive and now many of the congregational responses are now sung with the congregation now taking a more active part.

COVID restrictions were gradually eased in 2022 with many of the legal requirements changed to advisory including the wearing of masks, the provision of hand sanitisers, social distancing and track and trace. This included the taking of the sacraments. **The issue of not taking/being offered the wine element at Holy Communion** was reviewed throughout the year. From Easter Sunday in 2023 both elements of bread and wine were offered but there was no requirement to take the wine element if people were still concerned. The Vicar makes this clear adding that by taking the bread only, they were fulfilling the requirement of taking the sacrament.

Almost every parishioner involved in the **young people's ministry** continued to show reluctance to return to the youth work they were doing pre COVID.

THE CHURCH GROUNDS SURROUNDING THE CHURCH ITSELF **(covering the church yard and Castle Hill – [the site of an ancient Monument].)**

THE CHURCHYARD (covering all three graveyards and Crow Wood)

The maintenance of the churchyard is the responsibility of the South Ribble Borough Council (SRBC) as we are a **'Closed Churchyard'** and subject of 'an order of the Privy Council' back in the year 2000 which has been documented in most of the previous annual reports over the last 19 years. Therefore, only what has happened during the last year will now be included.

Mention has been made previously of **the embankment on the eastern side of the front graveyard running from the Lynchgate to just past the end of the chancel**. This embankment was examined and thought to be unstable and with a number of old graves near the edge of the embankment in the graveyard, they were liable to be exposed or slide down the embankment. It was necessary that South Ribble Borough Council should take remedial action as it is legally their responsibility to maintain everything in the three graveyards around the church.

South Ribble had to obtain a faculty (approval to carry out the work) from the Diocesan Advisory Committee (DAC) which would include estimates for the work to be completed and a plan for the work to be undertaken which would possibly involve in re-interring the old graves until the work was completed. This work was delayed by COVID and when estimates were obtained by SRBC the costs were far more expensive and had not budgeted such a large amount in the financial year 22/23 so the revised estimates were included in the 23/24 financial year. The faculty has been approved by the PCC and the application is with the DAC now for formal approval.

THE FUTURE:

The COVID pandemic may well be over for most of us but the ongoing effects have hit the church with delays and these have been exacerbated with the energy crisis and the considerable rise in building costs.

A handwritten signature in dark ink, appearing to read 'C. Nelson'.

The Revd Chris Nelson – Vicar & PCC Chair

A handwritten signature in dark ink, appearing to read 'David Thornton'.

David Thornton - PCC Secretary

DJT/PCCSec/04.24

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st December 2023

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2023	Total 2022
	Note	£	£	£	£		
Incoming Resources							
From Donors	2(a)	68,047	0	0	-	68,047	48,072
Other Voluntary	2(b)	1,875	0	330	-	2,205	19,507
Activities:-							
to further the Councils Objects	2(c)	7,827	0	240	-	8,067	10,044
to generate Funds	2(d)	1,818	0	0	-	1,818	2,493
From Investments	2(e)	370	21,241	0	-	21,610	8,618
Other	2(f)	91,243	0	0	-	91,243	5,672
Total Incoming Resources		171,180	21,241	570	-	192,991	94,406
Resources Expended							
Grants	3(a)	966	0	0	-	966	763
Activities directly relating to the work of the church	3(b)	93,286	0	169	-	93,455	76,150
Church Management and Admin	3(c)	3,362	0	0	-	3,362	907
Cost of Generating Funds	3(d)	178	0	0	-	178	231
Support Costs	3(e)	84	0	0	-	84	84
Other Resources Expended	3(f)	432	0	0	-	432	3,884
Total Resources Expended		98,308	0	169	-	98,477	82,017
Net Incoming (Outgoing) Resources before Transfers		72,872	21,241	401	-	94,514	12,389
Transfers Between Funds	9(a)						
Transfers Between Funds in		0	0	0	-	0	0
Transfers Between Funds out		0	0	0	-	0	0
Net Incoming (Outgoing) Resources		72,872	21,241	401	-	94,514	12,389
Gains/(losses) on Investment Assets:-							
Realised							
Unrealised							
Net Movement in Funds		72,872	21,241	401	-	94,514	12,389
Fund Balances B/F at 1 Jan		192,472	668,883	3,880	215	865,451	853,062
Fund Balances C/F at 31 Dec		265,344	690,124	4,281	215	959,965	865,451

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

BALANCE SHEET

YEAR ENDED 31st December 2023

				2023	2022
			NOTE	£	£
FIXED ASSETS					
Investment Assets			5(c)	215	215
House			5(b)	240,000	155,000
TOTAL FIXED ASSETS				240,215	155,215
CURRENT ASSETS					
Stock				0	0
Debtors			7	0	
Short Term deposits					
Current Account				9,528	18,661
Deposit Account				26,774	29,837
Development Account				25	39
New Building Account				683,991	662,750
Cash in Hand				100	100
Accounts Receivable				2,566	2,459
TOTAL CURRENT ASSETS				722,984	713,846
Liabilities (falling due within 1 year)			8	3,235	3,611
NET CURRENT ASSETS				719,749	710,235
NET ASSETS				959,964	865,450
FUNDS			6		
UNRESTRICTED				265,344	192,472
DESIGNATED				690,124	668,883
RESTRICTED				4,281	3,880
ENDOWMENT				215	215
TOTAL FUNDS				959,965	865,451

The statements of financial activities, and balance sheet, together with the independent examiner's report, were presented and unanimously approved by the trustees of the Parochial Church Council on Monday 8th April, 2024




NOTES TO THE FINANCIAL STATEMENTS

1. PENWORTHAM ST MARY'S PARISH ACCOUNTING POLICIES:

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting Standards and the Charities Statement of Recommended Practice (SORP).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

FUNDS:

Explanations of the various funds are shown on earlier pages of the Annual Reports and Statement of Accounts. The relevant pages are marked P and Q. The amounts and details of each fund are shown on Pages 1 and 2 which are the statutory accounting requirements. The funds are also explained in further detail in Note 6 on page 7 and Note 9 on pages 8 and 9.

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 or those that are informal gatherings of Church members.

INCOMING RESOURCES:

- These are summarised on Page 1 and are explained in detail, where necessary, in Note 2 on page 5.

Voluntary income and capital sources

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when the income is received.
- Grants and Legacies to the PCC are accountable as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by the fete, garden party and similar events are accounted for gross.
- Sales of book and magazines from the church bookstall are accounted for gross.

Other income

- Rental Income from the letting of church premises is recognised when the rental is due.

Income from Investments

- Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on Investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

NOTES TO THE FINANCIAL STATEMENTS (cont'd)

RESOURCES USED:

These are summarised on page 1 and explained in detail, where necessary, in note 3 on page 6.

Grants

- Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

- The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

FIXED ASSETS:

These are summarised on page 2 and explained in detail, where necessary, in Note 5a and Note 5b on page 7.

Consecrated property and moveable church furnishings

- Consecrated and beneficed property of any kind is excluded from the accounts by Section 96(2)(a) of the Charities Act 1993.
- Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 and there is insufficient cost information available, such assets are therefore not valued in the accounts. Items which are acquired after 1 January 2000 will be capitalized and depreciated in the accounts over their currently anticipated useful economic life (initially 10 years) on a straight line basis.
- All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £2,000 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

- Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

Investments

- Investments are valued at market value at 31 December. (see note 5(b) on page 7).

CURRENT ASSETS:

These are summarised on page 2 and explained in detail, where necessary in Note 7 on page 8.

- Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible
- Short term deposits include cash held on deposit either with the CBF church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2023

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2023	Total 2022
		£	£	£	£	£	£
2	INCOMING RESOURCES						
2(a)	Incoming resources from donors						
	Planned giving:-						
	Stewardship Envelopes	46,762	-	-	-	46,762	38,367
	Income Tax recoverable	15,778	-	-	-	15,778	4,809
	Collections (Open Plate) all services	5,507	-	-	-	5,507	4,884
	Sundry Donations		-	0	-	0	12
		68,047	0	0	0	68,047	48,072
2(b)	Other voluntary incoming resources						
	Donations, appeals etc	1,430	-	330	-	1,760	18,507
	Legacies	445	-	-	-	445	1,000
		1,875	0	330	0	2,205	19,507
2(c)	Income from operating activities to further the Council's objects						
	Magazines & Bookstall, etc sales	0	-	-	-	0	0
	Fees - Weddings & Funerals	7,827	-	240	-	8,067	10,044
		7,827	0	240	0	8,067	10,044
2(d)	Income from operating activities to generate funds						
	Magazine Advertising	0	-	-	-	0	0
	Fetes, Bazaars & other fund raising events	731	-	-	-	731	605
	Bookstall sales - sundry items	0	-	-	-	0	166
	Miscellaneous	-	-	-	-	0	0
	Vat Refunds	-	-	-	-	0	0
	Church Letting	1,088	-	-	-	1,088	1,723
		1,818	0	0	0	1,818	2,493
2(e)	Income from investments						
	Dividends	5	-	-	-	5	0
	Bank Interest	365	21,241	-	-	21,605	8,618
		370	21,241	0	0	21,610	8,618
2(f)	Other ordinary incoming resources						
	Miscellaneous	351	-	-	-	351	45
	Insurance Claims		-	-	-	0	
	House Income	90,892	-	-	-	90,892	5,627
		91,243	0	0	0	91,243	5,672
TOTAL INCOMING RESOURCES		171,180	21,241	570	0	192,991	94,406

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2023

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2023	Total 2022
		£	£	£	£	£	£
3	RESOURCES EXPENDED						
3(a)	Grants						
	Missionary & charitable giving						
	Church overseas:-	-	-	-	-	0	0
	Missionary societies	0	-	-	-	0	0
	Relief & development agencies	0	-	-	-	0	0
	Home missions & other Church Societies	12	-	-	-	12	12
	Secular Charities	954	-	-	-	954	751
		966	0	0	0	966	763
3(b)	Activities directly relating to the work of the church						
	Ministry:-						
	Parish Share	62,000	0	-	-	62,000	40,000
	Assigned Fees/DBF	0	-	-	-	0	
	Clergy expenses	910	-	-	-	910	1,010
	Locum	80	-	-	-	80	
	Vicarage repairs	0	-	-	-	0	
	Vicarage - other costs	3,653	-	-	-	3,653	4,071
	Church running expenses	14,454	-	-	-	14,454	10,886
	Church Maintenance	959	-	-	-	959	173
	Church Equipment	3,075	-		-	3,075	500
	Upkeep of Services	1,722	-	169	-	1,891	1,575
	Upkeep of churchyard	58	-	-	-	58	2,152
	Parish Magazine & bookstall	0	-	-	-	0	227
	Refurbishment of Church Buildings	2,899			-	2,899	10,654
	Salaries, wages, fees - organists	3,326	-	-	-	3,326	4,172
	Salaries, wages, fees - bell ringers & choir	150	-	0	-	150	730
	Miscellaneous	-	-	-	-	0	0
		93,286	0	169	0	93,455	76,150
3(c)	Church management & admin						
	Printing, stationery & postage	1,059	-	-	-	1,059	907
	Miscellaneous	0	-	-	-	0	0
	Parish Office:-						0
	Equipment & fittings	2,303	-	-	-	2,303	0
		3,362	0	0	0	3,362	907
3(d)	Costs of generating funds						
	Fetes, Bazaars & other fund raising events	178	-	-	-	178	231
	Stewardship giving envelopes	0	-	-	-	0	0

	Miscellaneous	0	-	-	-	0	0
		178	0	0	0	178	231
3(e)	Support Costs						
	Junior Church	0	-	-	-	0	0
	Youth	-	-	-	-	0	0
	Child Protection	-	-	-	-	0	0
	Miscellaneous	-	-	-	-	0	0
	Bank Charges	84	-	-	-	84	84
		84	0	0	0	84	84
3(f)	Other Resources Expended						
	House Expenses	432	-	-	-	432	3,884
		432	0	0	0	432	3,884
TOTAL RESOURCES EXPENDED		98,308	0	169	0	98,477	82,017

4 Staff Costs

Salaries, wages and fees

During the year the PCC employed:

2023

2022

£

£

a) For the whole year – organists

3,326

4,172

No payments were made for out of the pocket expenses to any PCC member, persons closely connected with them or any other related parties. During the year PCC member(s) David Thornton and Jill Howe received fees for acting as a vergers at services. Rachel Tuke received fees for ringing at weddings.

5 FIXED ASSETS FOR USE BY THE PCC

Tangible fixed assets:

a) 177 Cop Lane which belongs to the PCC is included at a fixed asset

The value in Nov 2023 was £240,000

b) Central Board of Finance Shares £215

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2023
	£	£	£	£	£
Investment Fixed Assets	240,000	-	-	215	240,215
Current Assets	28,578	690,124	4,281	-	722,984
Current Liabilities	-3,234	-	-	-	-3,234
	265,344	690,124	4,281	215	959,965

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2023

7 Debtors

Debtors	2023	2022
	£	£
Income Tax Recoverable on Gift Aid	0	0
Debtors for Goods & Services	0	0
Prepayment and accrued income	2,566	2,459
Other Debtors	-	-
	2,566	2,459

8 Liabilities – amounts falling due within one year

Liabilities - Accounts falling due within one year	2023	2022
	£	£
Deferred income	3,234	1,756
Creditors for Utility and other costs	-	-
Accruals of utility and other costs		1,855
	3,234	3,611

9 Fund Details

UNRESTRICTED FUNDS

Unrestricted funds totalling **£265,344.26** are the unspent balance available for future use.

DESIGNATED FUNDS

Designated funds totalling £690,123.92 comprise:-	£
Unrestricted Legacies notified/received for proposed future spending on	
i) the general refurbishment of the church buildings including the hall	4,729
Provision out of unrestricted funds towards proposed future spending on	
ii) the replacement Parish Office equipment	1,404
iii) Funds for upkeep of Church buildings and new extension	683,991
	690,124

RESTRICTED FUNDS

Restricted funds totalling £4,281.45 comprise:-	£
Singleton Memorial Estate and other funds	2,245
Pastoral Care Team	519
Sundry amounts in respect of Easter Lilies, flowers, Memorial Garden, Bell ropes, Disabled facilities, Church linen, Choir and Fox Street community	1,041
Younity	157
Charitable donation	225
Church yard maintenance	95
	4,281

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM**NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31st December 2023**ENDOWMENT FUND

The Endowment Fund of **£215** is a permanent endowment of 132 Central Board of Finance shares and requires the income to be spent on the Chancel.

TRANSFER BETWEEN FUNDS

<u>Designated to General Funds</u>	£0
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<u>Restricted to General Funds</u>	£0
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10 CERTAIN INDIVIDUAL ACCOUNT PERFORMANCES

	£
Magazine and Bookstall income exceeded costs by	0

11 QUINQUENNIAL INSPECTION

The last quinquennial report on the Church was in 2023.

INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF PENWORTHAM ST MARY'S PARISH CHURCH.

This report on the accounts of the PCC for the year ended 31st December, 2023, which are set out on pages 1 and 2, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations, 1997 to 2001 ('the regulations') and Section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and Section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. 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 views 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 Act: and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 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.

Susan Walsh
2024

3rd April,

Mrs Susan Walsh
79, Greencroft,
Penwortham,

Preston PR1 9LB

Accounts

REVIEW OF CHURCH ACTIVITIES IN 2022 **(with updates to 15th March, 2023)**

ACTIVITIES HAVE BEEN REDUCED IN THE FIRST HALF OF THIS YEAR DUE TO COVID-19

The Coronavirus pandemic has quite understandably played havoc with the lack of activities which have not taken place since 23rd March 2020 when the first lockdown took place. The Annual Report for 2022 includes the whole of that calendar year and activities up to 15th March, 2023 with the report being approved by the PCC on 21st March, 2023 and is being presented to the Annual Parochial Church Meeting (APCM) today.

CHURCH SCHOOLS:

As part of our on-going commitment to our Church Schools, we continued to purchase sufficient **bibles to enable each child in year three, at both Howick and Cop Lane Schools, to have their own copy** to use for the remaining four years at their primary school and then to take with them when they move onto secondary education. Presentation of bibles to each school took place during the Autumn term. This continues to be very much appreciated by pupils, their parents and staff alike.

Due to COVID and the various restrictions and lockdowns, children's education has been adversely affected and the effects of COVID were still being felt up to the summer holiday in 2022.

Too much praise cannot be given to headteachers and staff at both schools for rising to these unprecedented challenges and going over and beyond to ensure that children continued to be taught. Foundation governors at both schools have ensured that their actions have been recorded at full Governing Board meetings held on Zoom. They had returned to face to face meetings in the second part of 2022.

At Howick Primary school, there was unanimous approval for the change of status from a community school to a **voluntary aided status**. In effect very little changed as the school which has been in effect been operating as church school for some time. Some funding changed with the Diocese supporting more but the main effect was that the Foundation (church) Governors on the Governing Board had to have a majority membership over all other governor's status. Cop Lane school has been a voluntary aided school for some time.

Nationally, Government policy has been to make all schools in the Country **an Academy**. Previously, only schools, which when Ofsted Inspected were graded "Requiring Improvement", had to become an academy, the Government are now moving to all schools becoming a member of a Multi Academy Trust (MAT). This will be an on-going process which will take some time but the Foundation Governors are taking an active role to ensure that each school maintains its' standards as "a good school".

VOLUNTEERS:

The Church Regulations require that any "**substantial voluntary help**" must be recorded in their Annual Report. There is a small group of active parishioners who give of their services in financial management, general maintenance and administration. The Parish is very fortunate to have such people who are prepared to continue to give so much of their time and talents for the benefit of the Parish. Our Vicar continues to say this publicly on all occasions. We are required by the Church Regulations to state if any member of the PCC

has received any payment for their services during the course of the year. We report that David and Rachel Tuke are members of the bell-ringing team and their fees are in accordance with those approved by the PCC. Our organist Rhoda Martin is also paid in accordance with the approved RSCM rates for weddings, funerals and the 10.15am service on Sundays.

PAGE F

We do not have an appointed vergers but when a wedding or funeral takes place, the Vicar asks if someone could act as a vergers. David Thornton and Jill Howe (Churchwardens) perform these duties but only infrequently and are paid the statutory fee in each case. This is not really defined as ***“substantial voluntary help”*** because only a small fee is paid but with the other substantial voluntary work each undertakes, it was felt this should be recorded in this report to demonstrate transparency.

-

ECUMENICAL MATTERS:

All eight churches in Penwortham form the Ecumenical Group known as *“Churches Together in Penwortham”*:- two are Church of England (St. Leonard’s and ourselves), two are Methodist, two are Roman Catholic, one is the United Reform Church and the eighth is a free church which meets in Whitefield Road Primary School. Each church reports to South Ribble Borough Council’s (SRBC’s) Community Liaison Officer, the various events and services which happen during Advent and over Christmas who then produce and distribute a leaflet highlighting all these events in Penwortham.

The 2022 walk of witness and service on Good Friday was hosted by St Leonards Church. We provided an ecumenical service in Church later the same day on “the Way of the Cross - Good Friday reflective Worship” which was put together by Rhoda Martin, our organist. Also during Holy Week Rhoda produced a booklet to enable parishioners to pray with images reflecting the plight of the people of Ukraine.

Special Services of National importance:

Rhoda Martin also put together special orders of service:-

- on a Sunday afternoon in May for *“a time of reflections, prayer & music for ALL caught up in war”*
- An act of remembrance and Prayer in September for *“the late Queen Elizabeth II and her successor*

King Charles III and Queen Consort

Camilla”

- A worship service in November for Advent.

An invitation was sent out to all the Churches Together in Penwortham to join the congregation of St Mary’s at these historic services.

Similarly, both **Penwortham Live 22 and Penwortham Gala in 2022** took place in May and June, 2022 respectively with active involvement of St Mary’s in each event.

To mark the late **Queen Elizabeth’s platinum Jubilee celebrations**, the parish displayed an exhibition of more than 270 creatively decorated hobby horses entitled “All the Queen’s Horses. Both church schools took part and the instigator of this exhibition David Ryan, a worshipper at St Mary’s, judged the winning entry from each school and one of the Deputy Lord Lieutenants attended our church to announce and congratulate the winners.

The church was open to the public for the two weeks leading up to the Jubilee celebration weekend in June when members of the public came to see this spectacular exhibition - the culmination of which was the parish hosting a "Queen's Tea Party". The whole event created both public and press interest not least because we created a world record for the most numbers of Hobby Horses displayed in one place. We thank David Ryan, both Church schools and parishioners who took part as well as all those who helped in any way.

Lancashire Sings Christmas 2022, organized by BBC Radio Lancashire, was broadcast with gatherings at various venues up and down Lancashire including Penwortham Community Centre when a number of parishioners were present and enjoyed the singing of Christmas Carols with other churches in Penwortham which was followed by a hot pot supper.

PAGE G

PARISH FINANCES:

The Statement of Financial Practice (SOFP) 2015 and the subsequent changes to the Church Accounting Practices dictate how our accounts have to be prepared.

David Tuke is our treasurer, who has financial skills and he has prepared the accounts using specifically designed computer software for church accounting procedures and we have been able to show a true comparison with activity in 2021 alongside 2022.

The accounts, balance sheet and notes to the accounts forming part of the annual report are shown on pages 1 -10 including the Independent Examiners certificate giving us a clear bill of health (see page 11). These will be explained by our treasurer with a PowerPoint presentation at our Annual Parochial Church Meeting (APCM) scheduled to take place in church about 11.30am on Sunday 23rd April, 2023 after the 10.15am service.

The Church Regulations state that both the Annual Report and Accounts have to be approved by the PCC as they are the Trustees and this was done on Tuesday 21st March. They are later presented at the APCM with a treasurer's power-point presentation for those present to receive and note. Details are then forwarded electronically to both the Church of England Statistics Branch and the Diocese before the deadline date.

CHILDREN / VULNERABLE ADULT PROTECTION & SAFE FROM HARM POLICY:

Gareth Allen, our Parish Safeguarding Officer updated our Policies and Appendices which were presented and re-affirmed by the PCC in July 2020. These documents continue to be displayed in Church and on our Church website. The forms in the appendices continue to be valid and there was also no change needed to the Vulnerable Adult Policy.

The Disclosure & Barring Service (DBS) has become much more rigorous as the Churches Child Protection Advisory Service (CCPAS), now called "Thirtyoneeight", have had to comply with the latest changes to the Data Protection Policy. This is now giving greater security to our applicants moving forward as the information provided is highly sensitive.

The Church of England issued new instructions on what information about safeguarding had to be clearly displayed in church as well as on our church website. We can report that we are totally compliant.

We continue to be committed to providing a safe environment for all children and vulnerable adults. We are now at level 1 on the safeguarding hub and we will be looking at progressing to further levels by completing additional activities on the safeguarding hub home page.

THE EFFECT OF COVID IN PARISH LIFE IN 2022

COVID has during 2022 has significantly affected what we have been doing prior to 2020 primarily in two aspects.

1. Almost every parishioner involved in **young people's ministry** continued to show reluctance to return to the youth work they were doing pre COVID
2. **The issue of not taking/offered the wine element at Holy Communion** was reviewed throughout the year. At the PCC meeting in February, 2023, it was agreed that from Easter Sunday both elements of bread and wine would be offered but there would be no requirement to take the wine if people were still concerned. The Vicar would make this clear adding that by taking the bread only, they were fulfilling the requirement of taking the sacrament.

PAGE H

THE CHURCH BUILDING:

QUINQUENNIAL (every 5 years) INSPECTION:

Every five years a full report (quinquennial report) on the condition and fabric of our Grade II* listed church has to be carried out by a diocesan approved qualified architect who for us is Stephen Fish. The latest Inspection took place in September 2017 and the report was sent to the PCC in January 2018. There were two urgent items requiring attention.

One was to address issues with the parapets which had resulted in some dampness coming through onto the walls in the Nave and the second was to address crumbling masonry around the West window. Specialists had given quotes for both jobs. The Chancellor of the Diocese (the planning authority) directed that the observations of the Society for the Preservation of Ancient Buildings (SPAB) had to be sought before anything further could be progressed. This delayed any work being started. In September 2020 the Chancellor gave authorization for the work to go ahead with the approved contractor giving a start date of February, 2021 but this was subsequently been put back due to COVID. The actual work started in September 2021 and was completed in January, 2022. The cost of these repairs was some £76,000 – the cost of maintaining a Grade 2* listed building to keep it waterproof and windtight. Interestingly this was just less than we paid in Parish Share in 2022. This resulted in a working deficit for the year of £40K which was taken from the building fund.

In 2022, the PCC unanimously approved the proposal that we were not in a financial position to fully pay the Parish Share of almost £76,000 but that we would pay the Vicars stipend part which amounted to £40,000. We communicated this to the Diocese but have yet to receive a response. This is the first time any of us can remember that St Mary's have not paid the full Parish Share.

COVID - THE EFFECTS ON CHURCH SERVICES:

The government imposed a national lockdown on 23rd March, 2020 which included all churches. During this period, risk assessments were done and the church put in place all the requirements to be COVID compliant. Our monthly Parish Magazine, from the April 2020 edition onwards, has been compiled as usual but not printed as volunteer distributors to the 300 plus households and other premises in Penwortham were not allowed under COVID restrictions BUT the Magazine continued to be put on our church website and circulated by email to all 102 households who had authorised church matters to be sent by this method. This was the first occasion in over 150 years that the Church Magazine has not been printed and delivered by hand.

There was a nucleus of about eight or nine members of the congregation one or two of whom enhanced the Sunday service with their musical contribution particularly during and after the administration of the sacraments. Without the support of our organist Rhoda Martin this would not have happened. Singing by the congregation resumed in January, 2022.

COVID restrictions were gradually eased in 2022 with many of the legally requirements changed to advisory including the wearing of masks, the provision of hand sanitisers, social distancing and track and trace.

THE CHURCH GROUNDS SURROUNDING THE CHURCH ITSELF
(covering the church yard and Castle Hill - [the site of an ancient Monument].)

THE CHURCHYARD (covering all three graveyards and Crow Wood)

The maintenance of the churchyard is the responsibility of the South Ribble Borough Council (SRBC) as we are a 'Closed Churchyard' and subject of 'an order of the Privy Council' back in the year 2000 which has been documented in most of the previous annual reports over the last 19 years. Therefore, only what has happened during the last year will now be included.

PAGE I

Mention has been made previously of the embankment on the eastern side of the front graveyard running from the Lynchgate to just past the end of the chancel. This embankment was examined and thought to be unstable and with a number of old graves near the edge of the embankment in the graveyard, they were liable to be exposed/ slide down the embankment. It was necessary that South Ribble Borough Council should take remedial action as it is legally their responsibility to maintain everything in the three graveyards around the church.

South Ribble had to obtain a faculty from the Diocese which would include estimates for the work to be completed and a plan for the work to be undertaken which would possibly involved in re-interring the old graves until the work was completed. This work was delayed by COVID and when estimates were obtained, the costs were far more expensive and the local Council had not budgeted such a large amount in the financial year 22/23 so the revised estimates will be included in the 23/24 financial year.

STATEMENT OF NEEDS:

The PCC approves a 'statement of needs' which in effect documents various projects some of which require no outside approval, some which require local authority approval, others which only require diocesan approval and the final category which requires both local authority and diocesan approval.

However, the costliest project is the building of a new annex to replace the 1956 extension. This would enhance the facilities up at church using the monies we received from the surrendering of the lease on the former church hall land on Cop Lane. The PCC had considerable discussions in late 2019 and into 2020 on how best we could achieve this. We had drawn up a list of requirements (statement of needs) we would wish to incorporate and professional advice was sort through our architect. The initial work was detailed in last year's annual report.

The PCC had agreed with the professionals that the most cost-effective solution would be to demolish the whole of the 1956 extension and to build a state of the art two storey annex which would be larger than the footprint of the existing building. The shape, however, was defined by the location of graves which we would not disturb. Our Architect Stephen Fish, who is also on the Diocesan Advisory Committee, drew up plans which, together with an artist's impression, were displayed at the back of church and on the whole were very warmly

received. The comments and observations of parishioners were incorporated into a revised 'Statement of Needs'.

We had informally consulted with the Planning Department of SRBC who have not raised any objections in principle. The project has been significantly delayed due to COVID 19. Now finally costed, we find that we are financially unable to move forward with the proposed annex. In view of this, the Architect has been asked to draw up a less costly option which uses the existing 1956 extension and a staircase down to the lower level where the current boiler house and toilet are situated which are no longer required because we now have gas central heating. The project would then have to go out to tender. We are awaiting the architects' drawings/costings before the plans will be formally submitted and approved by both the local authority and the Diocese.

THE FUTURE:

The effects of the Coronavirus pandemic will affect us for many months to come. The Government lifted all COVIDS restrictions from 25th February, 2022 but people are still reluctant to return to church and take part in parish life.

Parishioners are being kept fully up to date with a letter going out under the Vicar's signature at each change.



The Revd Chris Nelson - Vicar & PCC Chair
Secretary



David Thornton - PCC

DJT/PCCSec/15.03.23

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st December 2022

		Unrestrict ed Funds	Designat ed Funds	Restrict ed Funds	Endowme nt Funds	Total 2022	Total 2021
	Note	£	£	£	£		
Incoming Resources							
From Donors	2(a)	48,072	0	0	-	48,072	46,566
Other Voluntary Activities:-	2(b)	19,187	0	320	-	19,507	23,850
to further the Councils Objects	2(c)	8,904	0	1,140	-	10,044	11,427
to generate Funds	2(d)	2,494	0	0	-	2,494	60
From Investments	2(e)	15	8,604	0	-	8,618	389
Other	2(f)	5,672	0	0	-	5,672	6,360
Total Incoming Resources		84,343	8,604	1,460	-	94,407	88,651
Resources Expended							
Grants	3(a)	763	0	0	-	763	866
Activities directly relating to the work of the church	3(b)	73,103	0	2,708	-	75,810	168,055
Church Management and Admin	3(c)	907	0	0	-	907	1,793
Cost of Generating Funds	3(d)	231	0	0	-	231	0
Support Costs	3(e)	84	0	0	-	84	84
Other Resources Expended	3(f)	3,884	0	0	-	3,884	361
Total Resources Expended		78,971	0	2,708	-	81,678	171,159
Net Incoming (Outgoing) Resources before Transfers		5,373	8,604	-1,248	-	12,729	-82,508
Transfers Between Funds	9(a)						
Transfers Between Funds in		120	0	0	-	120	65,000
Transfers Between Funds out			0	-120	-	-120	-65,000
Net Incoming (Outgoing) Resources		5,493	8,604	-1,368	-	12,729	-82,508
Gains/(losses) on Investment Assets:-							
Realised							
Unrealised							

Net Movement in Funds		5,493	8,604	-1,368	-	12,729	-24,226
Fund Balances B/F at 1 Jan		187,319	660,280	5,248	215	853,062	935,570
Fund Balances C/F at 31 Dec		192,812	668,883	3,880	215	865,790	853,062

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PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

BALANCE SHEET

YEAR ENDED 31st December 2022

				2022	2021
			NOTE	£	£
FIXED ASSETS					
Investment Assets			5(c)	215	215
House			5(b)	155,000	155,000
TOTAL FIXED ASSETS				155,215	155,215
CURRENT ASSETS					
Stock				0	0
Debtors			7	0	524
Short Term deposits					
Current Account				19,001	23,189
Deposit Account				29,837	19,844
Development Account				39	18
New Building Account				662,750	654,146
Cash in Hand				100	100
Accounts Receivable				2,459	2,254
TOTAL CURRENT ASSETS				714,186	700,075
Liabilities (falling due within 1 year)					
			8	3,611	2,228
NET CURRENT ASSETS				710,575	697,847
NET ASSETS				865,790	853,062
FUNDS					
			6		
UNRESTRICTED				192,811	187,319

DESIGNATED				668,883	660,280
RESTRICTED				3,880	5,248
ENDOWMENT				215	215
TOTAL FUNDS				865,790	853,062

The statement of financial activities and balance sheet, together with the independent examiners report, were presented and unanimously approved by the members of the Parochial Church Council on Tuesday 21st March, 2003



Revd Chris Nelson – Vicar & PCC Chair



David Thornton - PCC Secretary

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NOTES TO THE FINANCIAL STATEMENTS

1. PENWORTHAM ST MARY'S PARISH ACCOUNTING POLICIES:

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting Standards and the Charities Statement of Recommended Practice (SORP).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

FUNDS:

Explanations of the various funds are shown on earlier pages of the Annual Reports and Statement of Accounts. The relevant pages are marked P and Q. The amounts and details of each fund are shown on Pages 1 and 2 which are the statutory accounting requirements. The funds are also explained in further detail in Note 6 on page 7 and Note 9 on pages 8 and 9.

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 or those that are informal gatherings of Church members.

INCOMING RESOURCES:

- These are summarised on Page 1 and are explained in detail, where necessary, in Note 2 on page 5.

Voluntary income and capital sources

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when the income is received.

- Grants and Legacies to the PCC are accountable as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by the fete, garden party and similar events are accounted for gross.
- Sales of book and magazines from the church bookstall are accounted for gross.

Other income

- Rental Income from the letting of church premises is recognised when the rental is due.

Income from Investments

- Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on Investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

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NOTES TO THE FINANCIAL STATEMENTS (cont'd)

RESOURCES USED:

These are summarised on page 1 and explained in detail, where necessary, in note 3 on page 6.

Grants

- Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

- The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

FIXED ASSETS:

These are summarised on page 2 and explained in detail, where necessary, in Note 5a and Note 5b on page 7.

Consecrated property and moveable church furnishings

- Consecrated and beneficed property of any kind is excluded from the accounts by Section 96(2)(a) of the Charities Act 1993.
- Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 and there is insufficient cost information available, such assets are therefore not valued in the accounts. Items which are acquired after 1 January 2000 will be capitalized and

depreciated in the accounts over their currently anticipated useful economic life (initially 10 years) on a straight line basis.

- All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £2,000 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

- Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

Investments

- Investments are valued at market value at 31 December. (see note 5(b) on page 7).

CURRENT ASSETS:

These are summarised on page 2 and explained in detail, where necessary in Note 7 on page 8.

- Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible
- Short term deposits include cash held on deposit either with the CBF church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM**NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31st December 2022**

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2022	Total 2021
		£	£	£	£	£	£
2	INCOMING RESOURCES						
2(a)	Incoming resources from donors						
	Planned giving:-						
	Stewardship Envelopes	38,367	-	-	-	38,367	35,115
	Income Tax recoverable	4,809	-	-	-	4,809	8,726
	Collections (Open Plate) all services	4,884	-	-	-	4,884	2,725
	Sundry Donations	12	-	0	-	12	0
		48,072	0	0	0	48,072	46,566
2(b)	Other voluntary incoming resources						
	Donations, appeals etc	18,187	-	320	-	18,507	2,635
	Legacies	1,000	-	-	-	1,000	21,215
		19,187	0	320	0	19,507	23,850
2(c)	Income from operating activities to further the Council's objects						
	Magazines & Bookstall, etc sales	0	-	-	-	0	0
	Fees - Weddings & Funerals	8,904	-	1,140	-	10,044	11,427
		8,904	0	1,140	0	10,044	11,427
2(d)	Income from operating activities to generate funds						
	Magazine Advertising	0	-	-	-	0	0
	Fetes, Bazaars & other fund raising events	606	-	-	-	606	0
	Bookstall sales - sundry items	166	-	-	-	166	0
	Miscellaneous	-	-	-	-	0	0
	Vat Refunds	-	-	-	-	0	0
	Church Letting	1,723	-	-	-	1,723	60
		2,494	0	0	0	2,494	60
2(e)	Income from investments						
	Dividends	0	-	-	-	0	6
	Bank Interest	15	8,604	-	-	8,618	383
		15	8,604	0	0	8,618	389
2(f)	Other ordinary incoming resources						
	Miscellaneous	45	-	-	-	45	77
	Insurance Claims	-	-	-	-	0	0
	House Income	5,627	-	-	-	5,627	6,283
		5,672	0	0	0	5,672	6,360
TOTAL INCOMING		84,343	8,604	1,460	0	94,407	88,651

RESOUR CES							
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PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2022

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2022	Total 2021
		£	£	£	£	£	£
3	RESOURCES EXPENDED						
3(a)	Grants						
	Missionary & charitable giving						
	Church overseas:-	-	-	-	-	0	0
	Missionary societies	0	-	-	-	0	120
	Relief & development agencies	0	-	-	-	0	0
	Home missions & other Church Societies	12	-	-	-	12	12
	Secular Charities	751	-	-	-	751	734
		763	0	0	0	763	866
3(b)	Activities directly relating to the work of the church						
	Ministry:-						
	Parish Share	40,000	0	-	-	40,000	72,012
	Assigned Fees/DBF	0	-	-	-	0	0
	Clergy expenses	1,010	-	-	-	1,010	725
	Locum	0	-	-	-	0	0
	Vicarage repairs	0	-	-	-	0	0
	Vicarage - other costs	3,771	-	-	-	3,771	3,657
	Church running expenses	10,846	-	-	-	10,846	7,904
	Church Maintenance	173	-	-	-	173	1,431
	Church Equipment	164	-	336	-	500	1,104
	Upkeep of Services	1,381	-	194	-	1,575	1,271
	Upkeep of churchyard	2,152	-	-	-	2,152	302
	Parish Magazine & bookstall	227	-	-	-	227	0
	Refurbishment of Church Buildings	9,206	-	1,448	-	10,654	76,730
	Salaries, wages, fees - organists	4,172	-	-	-	4,172	2,869
	Salaries, wages, fees - bell ringers & choir	0	-	730	-	730	50
	Miscellaneous	-	-	-	-	0	0
		73,103	0	2,708	0	75,810	168,055
3(c)	Church management & admin						
	Printing, stationery & postage	907	-	-	-	907	1,743
	Miscellaneous	0	-	-	-	0	50
	Parish Office:-						
	Equipment & fittings	-	-	-	-	0	0
		907	0	0	0	907	1,793
3(d)	Costs of generating funds						
	Fetes, Bazaars & other fund raising events	231	-	-	-	231	0
	Stewardship giving	0	-	-	-	0	0

	envelopes						
	Miscellaneous	0	-	-	-	0	0
		231	0	0	0	231	0
3(e)	Support Costs						
	Junior Church	0	-	-	-	0	0
	Youth	-	-	-	-	0	0
	Child Protection	-	-	-	-	0	0
	Miscellaneous	-	-	-	-	0	0
	Bank Charges	84	-	-	-	84	84
		84	0	0	0	84	84
3(f)	Other Resources Expended						
	House Expenses	3,884	-	-	-	3,884	361
		3,884	0	0	0	3,884	361
TOTAL RESOURCES EXPENDED		78,971	0	2,708	0	81,678	171,159

4 Staff Costs

Salaries, wages and fees

During the year the PCC employed:

	2022	2021
	£	£
a) For the whole year – organists	4,172	2,869

No payments were made for out of the pocket expenses to any PCC member, persons closely connected with them or any other related parties. During the year PCC member(s) David Thornton and Jill Howe received fees for acting as a vergers at services, David and Rachel Tuke received fees for ringing at weddings.

5 FIXED ASSETS FOR USE BY THE PCC

Tangible fixed assets:

- a) 177 Cop Lane which belongs to the PCC is included at a fixed asset
The value in Dec 2011 was £155,000

- b) Central Board of Finance Shares £215

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2022
	£	£	£	£	£
Investment Fixed Assets	155,000	-	-	215	155,215
Current Assets	41,422	668,883	3,880	-	714,186
Current Liabilities	-3,611	-	-	-	-3,611
	192,811	668,883	3,880	215	865,790

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM**NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31st December 2022****7 Debtors**

	2022	2021
	£	£
Income Tax Recoverable on Gift Aid	0	0
Debtors for Goods & Services	0	524
Prepayment and accrued income	2,459	2,254
Other Debtors	-	-
	2,459	2,778

8 Liabilities - amounts falling due within one year**Liabilities - Accounts falling due within one year**

	2022	2021
	£	£
Deferred income	1,756	1,500
Creditors for Utility and other costs	-	-
Accruals of utility and other costs	1,855	728
	3611	2,228

9 Fund DetailsUNRESTRICTED FUNDS

Unrestricted funds totalling £192811.06 are the unspent balance available for future use.

DESIGNATED FUNDS

Designated funds totalling £668,883.37 comprise:-	£
Unrestricted Legacies notified/received for proposed future spending on the general refurbishment of the church	
i) buildings including the hall	4,729
Provision out of unrestricted funds towards proposed future	
ii) spending on the replacement Parish Office equipment	1,404
iii	662,75
) Funds for upkeep of Church buildings and new extension	0
	668,88
	3

RESTRICTED FUNDS

Singleton Memorial Estate and other funds	2,245
Pastoral Care Team	519
Sundry amounts in respect of Easter Lilies, flowers, Memorial Garden, Bell ropes, Disabled facilities, Church linen, Choir and Fox Street community	640
Younity	157
Charitable donation	225
Church yard maintenance	95
	3,880

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2022

ENDOWMENT FUND

The Endowment Fund of **£215** is a permanent endowment of 132 Central Board of Finance shares and requires the income to be spent on the Chancel.

TRANSFER BETWEEN FUNDS

Designated to General Funds **£0**

Restricted to General Funds **£120**

10 CERTAIN INDIVIDUAL ACCOUNT PERFORMANCES

£

Magazine and Bookstall income exceeded costs by 0

11 QUINQUENNIAL INSPECTION

The last quinquennial report on the Church was in 2017.

INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF PENWORTHAM ST MARY'S PARISH CHURCH.

This report on the accounts of the PCC for the year ended 31st December, 2022, which are set out on pages 1 and 2, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations, 1997 to 2001 ('the regulations') and Section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and Section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. 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 views 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 Act: and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 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



dated:

10/3/2023

Mrs Susan Walsh
79, Greencroft,
Penwortham,
Preston PR1 9LB

Accounts

REVIEW OF CHURCH ACTIVITIES IN 2021 **(with updates to 15th March, 2022)**

ACTIVITIES HAVE BEEN REDUCED THIS YEAR DUE TO **COVID-19**

The Coronavirus pandemic has quite understandably played havoc with the lack of activities which have taken place since 23rd March 2020 when the first lockdown took place. The Annual Report for 2021 includes the whole of that calendar year and activities up to 14th March, 2022 with the report being approved by the PCC on 4th April, 2022 and is being presented to the Annual Parochial Church Meeting (APCM) today.

CHURCH SCHOOLS:

As part of our on-going commitment to our Church Schools, we continued to purchase sufficient **bibles to enable each child in year three, at both Howick and Cop Lane Schools, to have their own copy** to use for the remaining four years at their primary school and then to take with them when they move onto secondary education. This continues to be very much appreciated by pupils, their parents and staff alike.

Presentation of bibles to each school took place during the Autumn term.

Due to COVID and the various restrictions and lockdowns, children's education has been adversely affected. Even when schools were fully open, some year groups/classes had been subject to COVID with the children having to isolate at home for a 10day period but continued to receive tuition remotely. This caused additional workloads for teachers having to do both remote teaching and actual teaching to those in school.

Too much praise cannot be given to headteachers and staff at both schools for rising to these unprecedented challenges and going over and beyond to ensure that children continued to be taught. Foundation governors at both schools have ensured that their actions have been recorded at full Governing Board meetings which have all been held on Zoom. Both schools are due to return to Face to Face (F2F) meetings during the second party of the Spring Term 2022.

VOLUNTEERS:

The Church Regulations require that any "**substantial voluntary help**" must be recorded in their Annual Report. There is a small group of active parishioners who give of their services in financial management, general maintenance and administration. The Parish is very fortunate to have such people who are prepared to continue to give so much of their time and talents for the benefit of the Parish. Our Vicar continues to say this publicly on all occasions. We are required by the

Regulations to state if any member of the PCC has received any payment for their services during the course of the year. We report that David and Rachel Tuke are members of the bell-ringing team and their fees are in accordance with those approved by the PCC. Our organist Rhoda Martin is also paid in accordance with the approved RSCM rates for weddings, funerals and the 10.15am service on Sundays.

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We do not have an appointed vergers but when a wedding or funeral takes place, the Vicar asks if someone could act as a vergers. David Thornton and Jill Howe (Churchwardens) perform these duties but only infrequently and are paid the statutory fee in each case. This is not really defined as “**substantial voluntary help**” because only a small fee is paid but with the other substantial voluntary work each undertakes, it was felt this should be recorded in this report to demonstrate transparency.

-

ECUMENICAL MATTERS:

All eight churches in Penwortham form the Ecumenical Group – two are Church of England (St. Leonard’s and ourselves), two are Methodist, two are Roman Catholic, one is the United Reform Church and the eighth is a free church which meets in Whitefield Road Primary School. Each church sends to South Ribble Borough Council’s (SRBC’s) Community Liaison Officer, the various events and services which happen during Advent and over Christmas who then produce and distribute a leaflet highlighting all these events in Penwortham. This year due to COVID, most of the events/services did not take place.

The procession of witness on Good Friday in 2021 was cancelled due to COVID-19 **but our church hosted a special Good Friday service on 6th April, 2021** and this was streamed on Zoom and just under 1,000 hits have taken place. The 2022 walk of witness and service is being hosted by St Leonards Church. Similarly, both **Penwortham Live 21 and Penwortham Gala in 2021** were both cancelled but both will take place in May and June, 2022 respectively. Lancashire Sings Christmas 2021 organized by BBC Radio Lancashire, was broadcast with gatherings at various venues up and down the County including Penwortham Golf Club with a number of parishioners present.

PARISH FINANCES:

The Statement of Financial Practice (SOFP) 2015 and the subsequent changes to the Church Accounting Practices dictate how our accounts have to be prepared.

David Tuke is our treasurer, who has financial skills and he has prepared the accounts using specifically designed computer software for church accounting procedures and we have been able to show a true comparison with activity in 2020 alongside 2021.

The accounts, balance sheet and notes to the accounts forming part of the annual report are shown on pages 1 -10 including the Independent Examiners certificate giving us a clear bill of health (see page 11). These will be explained by our treasurer at our Annual Parochial Church Meeting (APCM) scheduled to take place in church about 11.30am on Sunday 24th April, 2022 after the 10.15am service.

The Church Regulations state that both the Annual Report and Accounts have to be approved by the PCC as they are the Trustees and are later presented at the APCM for those present to receive and note. Details are then forwarded electronically to both the Church of England Statistics Branch and the Diocese before the deadline date.

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CHILDREN / VULNERABLE ADULT PROTECTION & SAFE FROM HARM POLICY:

Gareth Allen, our Parish Safeguarding Officer updated our Policies and Appendices which were presented and re-affirmed by the PCC in July 2020. These documents continue to be displayed in Church and on our Church website. The forms in the appendices continue to be valid and there was also no change needed to the Vulnerable Adult Policy.

The Disclosure & Barring Service (DBS) has become much more rigorous as the Churches Child Protection Advisory Service (CCPAS), now called "Thirtyoneeight", have had to comply with the latest changes to the Data Protection Policy. This is now giving greater security to our applicants moving forward as the information provided is highly sensitive.

The Church of England issued new instructions on what information about safeguarding had to be clearly displayed in church as well as on our church website. We can report that we are totally compliant.

We continue to be committed to providing a safe environment for all children and vulnerable adults.

THE CHURCH BUILDING:

QUINQUENNIAL (every 5 years) INSPECTION:

Every five years a full report (quinquennial report) on the condition and fabric of our Grade II* listed church has to be carried out by a diocesan approved qualified architect who for us is Stephen Fish. The latest Inspection took place in September 2017 and the report was sent to the PCC in January 2018. There were two urgent items requiring attention.

One was to address issues with the parapets which had resulted in some dampness coming through onto the walls in the Nave and the second was to address crumbling masonry around the West window. Specialists had given quotes for both jobs. The Chancellor of the Diocese (the planning authority) directed that the observations of the Society for the Preservation of Ancient Buildings (SPAB) had to be sought before anything further could be progressed. This delayed any work being started. In September 2020 the Chancellor gave authorization for the work to go ahead with the

approved contractor giving a start date of February, 2021 but this was subsequently been put back due to COVID. The actual work started in September 2021 and was completed in January, 2022. The cost of these repairs was some £76,000 – the cost of maintaining a Grade 2* listed building to keep it waterproof and windtight. Interestingly this was just less than we paid in Parish Share in 2021. This resulted in a working deficit for the year of £40K which was taken from the building fund.

COVID - THE EFFECTS ON CHURCH SERVICES:

The government imposed a national lockdown on 23rd March, 2020 which included all churches. During this period, risk assessments were done and the church put in place all the requirements to be COVID compliant. Our monthly Parish Magazine, from the April 2020 edition onwards, was compiled as usual but not printed as volunteer distributors to the 300 plus households and other premises in Penwortham were not allowed under COVID restrictions BUT the Magazine continued to be put on our church website. This was the first occasion in over 150 years that the Church Magazine has not been printed and circulated by hand.

PAGE H

The following highlight key dates and changes affecting attendance and worship at church during 2021 up to 15th March, 2022. Information was circulated in the form of a letter from the Vicar which was emailed to some 102 households as well as being put on our church website, our church Facebook page and other local social media sites. There are in the region of 20 parishioners who are on our Church Electoral Roll who do **not** have access either to email or the web, so letters from the Vicar have either been posted or hand delivered so everyone has been kept up to date.

- **5th January, 2021** - The Government announced a third national lockdown but allowed communal worship for all faiths to continue. The infection rates in Lancashire were the highest in the Country and the Public Health Directors of Lancashire on 7th January issued a strongly worded letter and these are their actual words

“As Directors of Public Health representing Lancashire, we are strongly advising all faith communities to pause communal prayer and worship during the lockdown period, to reduce the possible spread of the new COVID variant. “We’re seeing increasing number of cases in Lancashire, and worrying number of people hospitalized from COVID, as well as increasing numbers of deaths. NHS and hospital capacity is under enormous strain across Lancashire”

- During the course of the following two days, faith leaders of many churches in Lancashire agreed to pause communal worship and prayer and with the Government also issuing a nation-wide plea for people to stay at home “as if they had the virus”, the Standing Committee met on 9th January, 2021 and unanimously agreed that our church would be closed for communal worship and prayer BUT the 10.15am Sunday communion service on **10th January** would take place in church with only the clergy present and the service streamed on Zoom which continued up to and including **7th March**.
- At the end of February, the Lancashire Directors of Health issued another statement saying:-

*“that as and from 8th March we will rescind our strong advice to pause communal prayer and worship as we feel the situation has significantly improved with the end of the lockdown and children going back to school”. The Standing Committee met on 4th March, and unanimously agreed that church would **be opened again for both Sunday services and the Thursday morning service starting on Sunday 14th March (Mothering Sunday)***

under the COVID restrictions which were in operation prior to Christmas. The Standing Committee also re-affirmed that the 10.15am Sunday communion service would continue to be streamed on Zoom.

For the whole of 2021, due to the COVID restrictions, congregational singing in church had not been allowed. There was a nucleus of about eight or nine members of the congregation one or two of whom enhanced the Sunday service with their musical contribution particularly during and after the administration of the sacraments. Without the support of our organist Rhoda Martin this would not have happened. Singing by the congregation resumed in January, 2022.

COVID restrictions were gradually eased in 2022 with many of the legally requirements changed to advisory including the wearing of masks, the provision of hand sanitisers, social distancing and track and trace.

THE CHURCH GROUNDS SURROUNDING THE CHURCH ITSELF

(covering the church yard and Castle Hill - [the site of an ancient Monument].)

THE CHURCHYARD (covering all three graveyards and Crow Wood)

The maintenance of the churchyard is the responsibility of the South Ribble Borough Council (SRBC) as we are a 'Closed Churchyard' and subject of 'an order of the Privy Council' back in the year 2000 which has been documented in most of the previous annual reports over the last 19 years. Therefore, only what has happened during the last two years will now be included.

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Some cutting of grass in the churchyard took place by SRBC and following an ongoing dialogue with the Vicar and senior SRBC Council Officers, an on-sight meeting took place in September 2020 with the Vicar, the Leader of SRBC Cllr. Paul Foster and County/Borough/Ward Councillor David Howarth, together with a reporter/photographer from the Lancashire Post present.

A very positive article appeared in the Lancashire Post giving the background information together with a quote from the leader of SRBC publicly confirming that it was entirely their responsibility to bring the churchyard up to standard enabling anyone visiting to do so in safely. He stressed that this would be addressed by SRBC as a matter of urgency.

True to his word, work on the northern graveyard started almost immediately with headstones being re-erected and the whole area being cleared of overgrown vegetation. The dangerous footpaths around the perimeter of the graveyard were then laid with new compacted hardcore which was then extended along the western side of the 1956 extension and along part of the memorial wall in the western graveyard that was not flagged, all the way back to the vehicular access into the churchyard from Church Ave close to the lychgate.

The contractors employed by SRBC then started on the western graveyard to carry out similar work to headstones which was completed during the year. SRBC staff are now able to cut the grass much more easily.

STATEMENT OF NEEDS:

The PCC approved a 'statement of needs' which in effect documents various projects some of which require no outside approval, some which require local authority approval, others which only require diocesan approval and the final category which requires both local authority and diocesan approval. Each project was prioritized and some of them either have been completed or are underway.

However, the costliest project is the building of a new annex to replace the 1956 extension. This would enhance the facilities up at church using the monies we received from the surrendering of the lease on the former church hall land on Cop Lane. The PCC had considerable discussions in late 2019 and into 2020 on how best we could achieve this. We had drawn up a list of requirements we would wish to incorporate and professional advice was sort through our architect. The initial work was detailed in last year's annual report.

The PCC had agreed with the professionals that the most cost-effective solution would be to demolish the whole of the 1956 extension and to build a state of the art two storey annex which would be larger than the footprint of the existing building. The shape, however, was defined by the location of graves which we would not disturb. Our Architect Stephen Fish, who is also on the Diocesan Advisory Committee, drew up plans which, together with an artist's impression, were displayed at the back of church and on the whole were very warmly received. The comments and observations of parishioners were incorporated into a revised 'Statement of Needs'.

We have informally consulted with the Planning Department of SRBC who have not raised any objections in principle but of course when finally costed, the plans will have to be formally submitted and approved by both the local authority and the Diocese before any build can commence. The progress has been significantly delayed due to COVID 19. In January, 2022, Jen Reid, the newly appointed Secretary of the Diocesan Advisory Committee (DAC) - the body which gives planning consent in respect of church buildings - visited our Church mainly in her other role as the Senior Diocesan Church Buildings Officer and stated that she would support our project.

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THE FUTURE:

The effects of the Coronavirus pandemic will affect us for many months to come. The Government lifted all COVIDS restrictions from 25th February, 2022 but as yet, the PCC have not met to discuss the matter.

Parishioners will be kept fully up to date with a letter going out under the Vicar's signature at each change.



DJT/PCCSec/15.03.22

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st December 2021

		Unrestrict ed Funds	Designat ed Funds	Restrict ed Funds	Endowme nt Funds	Total 2021	Total 2020
	Note	£	£	£	£		
Incoming Resources							
From Donors	2(a)	46,566	0	0	-	46,566	48,112
Other Voluntary	2(b)	23,615	0	235	-	23,850	3,711
Activities:-							
to further the Councils Objects	2(c)	10,675	0	752	-	11,427	3,221
to generate Funds	2(d)	60	0	0	-	60	926
From Investments	2(e)	8	380	0	-	389	3,351
Other	2(f)	6,360	0	0	-	6,360	6,028
Total Incoming Resources		87,283	380	987	-	88,651	65,349
Resources Expended							
Grants	3(a)	866	0	0	-	866	774
Activities directly relating to the work of the church	3(b)	137,250	30,000	805	-	168,055	87,923
Church Management and Admin	3(c)	1,793	0	0	-	1,793	475
Cost of Generating Funds	3(d)	0	0	0	-	0	0
Support Costs	3(e)	84	0	0	-	84	79
Other Resources Expended	3(f)	361	0	0	-	361	326
Total Resources Expended		140,354	30,000	805	-	171,159	89,577
Net Incoming (Outgoing) Resources before Transfers		-53,071	-29,620	182	-	82,508	24,228
Transfers Between Funds	9(a)						
Transfers Between Funds in		65,000	0	0	-	65,000	0
Transfers Between Funds out			-65,000	0	-	65,000	0
Net Incoming (Outgoing) Resources		11,929	-94,620	182	-	82,508	24,228
Gains/(losses) on Investment Assets:-							
Realised							
Unrealised							

						-	-
Net Movement in Funds		11,929	-94,620	182	-	82,508	24,226
Fund Balances B/F at 1 Jan		175,390	754,899	5,066	215	935,570	959,797
Fund Balances C/F at 31 Dec		187,319	660,280	5,248	215	853,062	935,569

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PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

BALANCE SHEET

YEAR ENDED 31st December 2021

				2021	2020
			NOTE	£	£
FIXED ASSETS					
Investment Assets			5(c)	215	215
House			5(b)	155,000	155,000
TOTAL FIXED ASSETS				155,215	155,215
CURRENT ASSETS					
Stock				0	0
Debtors			7	524	0
Short Term deposits					
Current Account				23,189	12,710
Deposit Account				19,844	18,916
Development Account				18	17
New Building Account				654,146	748,766
Cash in Hand				100	100
Accounts Receivable				2,254	2,210
TOTAL CURRENT ASSETS				700,075	782,719
Liabilities (falling due within 1 year)					
			8	2,228	2,364
NET CURRENT ASSETS				697,847	780,355
NET ASSETS				853,062	935,570
FUNDS			6		

UNRESTRICTED				187,3 19	175,3 90
DESIGNATED				660,2 80	754,8 99
RESTRICTED				5,248	5,066
ENDOWMENT				215	215
TOTAL FUNDS				853,0 62	935,5 70

NOTES TO THE FINANCIAL STATEMENTS

1. PENWORTHAM ST MARY'S PARISH ACCOUNTING POLICIES:

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting Standards and the Charities Statement of Recommended Practice (SORP).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

FUNDS:

Explanations of the various funds are shown on earlier pages of the Annual Reports and Statement of Accounts. The relevant pages are marked P and Q. The amounts and details of each fund are shown on Pages 1 and 2 which are the statutory accounting requirements. The funds are also explained in further detail in Note 6 on page 7 and Note 9 on pages 8 and 9.

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 or those that are informal gatherings of Church members.

INCOMING RESOURCES:

- These are summarised on Page 1 and are explained in detail, where necessary, in Note 2 on page 5.

Voluntary income and capital sources

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when the income is received.
- Grants and Legacies to the PCC are accountable as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by the fete, garden party and similar events are accounted for gross.
- Sales of book and magazines from the church bookstall are accounted for gross.

Other income

- Rental Income from the letting of church premises is recognised when the rental is due.

Income from Investments

- Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on Investments

- Realised gains or losses are recognised when investments are sold.

- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

NOTES TO THE FINANCIAL STATEMENTS (cont'd)

RESOURCES USED:

These are summarised on page 1 and explained in detail, where necessary, in note 3 on page 6.

Grants

- Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

- The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

FIXED ASSETS:

These are summarised on page 2 and explained in detail, where necessary, in Note 5a and Note 5b on page 7.

Consecrated property and moveable church furnishings

- Consecrated and beneficed property of any kind is excluded from the accounts by Section 96(2)(a) of the Charities Act 1993.
- Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 and there is insufficient cost information available, such assets are therefore not valued in the accounts. Items which are acquired after 1 January 2000 will be capitalized and depreciated in the accounts over their currently anticipated useful economic life (initially 10 years) on a straight line basis.
- All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £2,000 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

- Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

Investments

- Investments are valued at market value at 31 December. (see note 5(b) on page 7).

CURRENT ASSETS:

These are summarised on page 2 and explained in detail, where necessary in Note 7 on page 8.

- Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible
- Short term deposits include cash held on deposit either with the CBF church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31st December 2021

		Unrestric ted Funds	Designa ted Funds	Restrict ed Funds	Endowm ent Funds	Total 2021	Total 2020
		£	£	£	£	£	£
2	INCOMING RESOURCES						
2(a)	Incoming resources from donors						
	Planned giving:-						
	Stewardship Envelopes	35,115	-	-	-	35,115	35,286
	Income Tax recoverable	8,726	-	-	-	8,726	9,590
	Collections (Open Plate) all services	2,725	-	-	-	2,725	3,236
	Sundry Donations	0	-	0	-	0	0
		46,566	0	0	0	46,566	48,112
2(b)	Other voluntary incoming resources						
	Donations, appeals etc	2,400	-	235	-	2,635	711
	Legacies	21,215	-	-	-	21,215	3,000
		23,615	0	235	0	23,850	3,711
2(c)	Income from operating activities to further the Council's objects						
	Magazines & Bookstall, etc sales	0	-	-	-	0	822
	Fees - Weddings & Funerals	10,675	-	752	-	11,427	2,399
		10,675	0	752	0	11,427	3,221
2(d)	Income from operating activities to generate funds						
	Magazine Advertising	0	-	-	-	0	30
	Fetes, Bazaars & other fund raising events	0	-	-	-	0	63
	Bookstall sales - sundry items	0	-	-	-	0	233
	Miscellaneous	-	-	-	-	0	0
	Vat Refunds	-	-	-	-	0	0
	Church Letting	60	-	-	-	60	600
		60	0	0	0	60	926
2(e)	Income from investments						
	Dividends	6	-	-	-	6	16
	Bank Interest	2	380	-	-	383	3,335
		8	380	0	0	389	3,351
2(f)	Other ordinary incoming resources						
	Miscellaneous	77	-	-	-	77	0
	Insurance Claims		-	-	-	0	0
	House Income	6,283	-	-	-	6,283	6,028
		6,360	0	0	0	6,360	6,028
TOTAL		87,283	380	987	0	88,65	65,34

INCOMING RESOURCES						1	9
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PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31st December 2021

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2021	Total 2020
		£	£	£	£	£	£
3	RESOURCES EXPENDED						
3(a)	Grants						
	Missionary & charitable giving						
	Church overseas:-	-	-	-	-	0	0
	Missionary societies	120	-	-	-	120	0
	Relief & development agencies	0	-	-	-	0	0
	Home missions & other Church Societies	12	-	-	-	12	73
	Secular Charities	734	-	-	-	734	701
		866	0	0	0	866	774
3(b)	Activities directly relating to the work of the church						
	Ministry:-						
	Parish Share	42,012	30,000	-	-	72,012	67,008
	Assigned Fees/DBF	0	-	-	-	0	0
	Clergy expenses	725	-	-	-	725	1,511
	Locum	0	-	-	-	0	233
	Vicarage repairs	0	-	-	-	0	0
	Vicarage - other costs	3,657	-	-	-	3,657	3,548
	Church running expenses	7,904	-	-	-	7,904	9,903
	Church Maintenance	1,431	-	-	-	1,431	868
	Church Equipment	449	-	655	-	1,104	287
	Upkeep of Services	1,171	-	100	-	1,271	870
	Upkeep of churchyard	302	-	-	-	302	65
	Parish Magazine & bookstall	0	-	-	-	0	392
	Refurbishment of Church Buildings	76,730			-	76,730	1,879
	Salaries, wages, fees - organists	2,869	-	-	-	2,869	1,360
	Salaries, wages, fees - bell ringers & choir	0	-	50	-	50	0
	Miscellaneous	-	-	-	-	0	0
		137,250	30,000	805	0	168,055	87,923

3(c)	Church management & admin						
	Printing, stationery & postage	1,743	-	-	-	1,743	475
	Miscellaneous	50	-	-	-	50	0
	Parish Office:-						
	Equipment & fittings	-	-	-	-	0	0
		1,793	0	0	0	1,793	475
3(d)	Costs of generating funds						
	Fetes, Bazaars & other fund raising events	0	-	-	-	0	0
	Stewardship giving envelopes	0	-	-	-	0	0
	Miscellaneous	0	-	-	-	0	0
		0	0	0	0	0	0
3(e)	Support Costs						
	Junior Church	0	-	-	-	0	0
	Youth	-	-	-	-	0	0
	Child Protection	-	-	-	-	0	0
	Miscellaneous	-	-	-	-	0	0
	Bank Charges	84	-	-	-	84	79
		84	0	0	0	84	79
3(f)	Other Resources Expended						
	House Expenses	361	-	-	-	361	326
		361	0	0	0	361	326
TOTAL RESOURCES EXPENDED		140,354	30,000	805	0	171,159	89,577

4 Staff Costs

Salaries, wages and fees

During the year the PCC employed:

	2021	2020
	£	£
a) For the whole year – organists	2,869	1,360

No payments were made for out of the pocket expenses to any PCC member, persons closely connected with them or any other related parties. During the year PCC member(s) David Thornton and Jill Howe received fees for acting as a vergers at services.

5 FIXED ASSETS FOR USE BY THE PCC

Tangible fixed assets:

- a) 177 Cop Lane which belongs to the PCC is included at a fixed asset
The value in Dec 2011 was £155,000

- b) Central Board of Finance Shares £215

6 ANALYSIS OF NET ASSETS BY FUND

Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2021
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	£	£	£	£	£
Investment Fixed Assets	155,000	-	-	215	155,215
Current Assets	34,547	660,280	5,248	-	700,075
Current Liabilities	-2,228	-	-	-	-2,228
					853,06
	187,319	660,280	5,248	215	2

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM**NOTES TO THE FINANCIAL STATEMENTS (continued)****YEAR ENDED 31st December 2021****7 Debtors**

	2021	2020
	£	£
Income Tax Recoverable on Gift Aid	0	0
Debtors for Goods & Services	0	524
Prepayment and accrued income	2,254	2,210
Other Debtors	-	-
	2,254	2,734

8 Liabilities - amounts falling due within one year**Liabilities - Accounts falling due within one year**

	2021	2020
	£	£
Deferred income	1,500	1,500
Creditors for Utility and other costs	-	-
Accruals of utility and other costs	728	864
	2,228	2,364

9 Fund DetailsUNRESTRICTED FUNDS

Unrestricted funds totalling £187,318.85 are the unspent balance available for future use.

DESIGNATED FUNDS

Designated funds totalling £660279.68 comprise:-	£
Unrestricted Legacies notified/received for proposed future spending on the general refurbishment of the church	
i) buildings including the hall	4,729
Provision out of unrestricted funds towards proposed future	
ii) spending on the replacement Parish Office equipment	1,404
iii	654,14
) Funds for upkeep of Church buildings and new extension	6
	660,27
	9

RESTRICTED FUNDS

Restricted funds totalling £5248.20 comprise:-	£
Singleton Memorial Estate and other funds	2,245
Pastoral Care Team	
Sundry amounts in respect of Easter Lilies, flowers, Memorial Garden, Bell ropes, Disabled facilities, Church linen, Choir and Fox Street community	1,907
Younity	
Charitable donation	
Other	
Church yard maintenance	
	5,248

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2021

ENDOWMENT FUND

The Endowment Fund of **£215** is a permanent endowment of 132 Central Board of Finance shares and requires the income to be spent on the Chancel.

TRANSFER BETWEEN FUNDS

Designated to General Funds **£65,000**

Restricted to General Funds **£0**

10 CERTAIN INDIVIDUAL ACCOUNT PERFORMANCES

£

Magazine and Bookstall income exceeded costs by 0

11 QUINQUENNIAL INSPECTION

The last quinquennial report on the Church was in 2017.

INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF PENWORTHAM ST MARY'S PARISH CHURCH.

This report on the accounts of the PCC for the year ended 31st December, 2021, which are set out on pages 1 and 2, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations, 1997 to 2001 ('the regulations') and Section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and Section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. 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 views 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the 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

S. J. Walsh

dated

7th March 2022

Mrs Susan Walsh
79, Greencroft,
Penwortham,
Preston PR1 9LB

Accounts

REVIEW OF CHURCH ACTIVITIES IN 2020 **(with updates to 15th March, 2021)**

ACTIVITIES HAVE BEEN REDUCED THIS YEAR DUE TO COVID-19

The Coronavirus pandemic has quite understandably played havoc with the lack of activities which have taken place since 23rd March 2020 when the first lockdown took place. COVID 19 also affected the usual time scale for preparing our annual report and the presentations to both the PCC for formal acceptance and then to the APCM.

The Annual Report for 2019 included the whole of that calendar year and activities up to 25th August, 2020 with the report being accepted by the PCC on 14th September 2020 and presented to the APCM on 11th October, 2020. Therefore, what happened up to 25th August, 2020 has already been mentioned in the 2019 Annual Report so will only be touched on as background information where there have been developments since 25th August 2020 right up to 15th March, 2021.

CHURCH SCHOOLS:

As part of our on-going commitment to our Church Schools, we continued to purchase sufficient **bibles to enable each child in year three, at both Howick and Cop Lane Schools, to have their own copy** to use for the remaining four years at their primary school and then to take with them when they move onto secondary education. This continues to be very much appreciated by pupils, their parents and staff alike.

Presentation of bibles to each school took place during the Autumn term but none of the Foundation Governors were able to be physically present in school so the respective headteachers made the presentations of behalf of St Mary's Church.

Due to COVID and the various restrictions and lockdowns, children's education has been adversely affected. Even when schools were fully open, some year groups/classes had been subject to COVID with the children having to isolate at home for a 10day period but continued to receive tuition remotely. During the later periods of time when schools were officially closed to pupils during term time, up to 40% of children were actually in school because they were classed either as 'vulnerable' or their parents were classed as 'key workers'. This caused additional workloads for teachers having to do both remote teaching and actual teaching to those in school.

Too much praise cannot be given to headteachers and staff at both schools for rising to these unprecedented challenges and going over and beyond to ensure that children continued to be taught. Foundation governors at both schools have ensured that their actions have been recorded at full Governing Board meetings which have all been held on Zoom. Schools are due to reopen to all pupils from 8th March.

VOLUNTEERS:

The Church Regulations require that any “***substantial voluntary help***” must be recorded in their Annual Report. There is a small group of active parishioners who give of their services in financial management, general maintenance and administration. The Parish is very fortunate to have such people who are prepared to continue to give so much of their time and talents for the benefit of the Parish. Our Vicar continues to say this publicly on all occasions. We are required by the Regulations to state if any member of the PCC has received any payment for their services during the course of the year. We report that David and Rachel Tuke are members of the bell-ringing team and their fees are in accordance with those approved by the PCC. Our organist Rhoda Martin is also paid in accordance with the approved rates.

We do not have an appointed vergers but when a wedding or funeral takes place, the Vicar asks if someone could act as a vergers. David Thornton and Jill Howe (Churchwardens) perform these duties but only infrequently and are paid the statutory fee in each case. This is not really defined as “***substantial voluntary help***” because only a small fee is paid but with the other substantial voluntary work each undertakes, it was felt this should be recorded in this report to demonstrate transparency.

ECUMENICAL MATTERS:

All eight churches in Penwortham form the Ecumenical Group – two are Church of England (St. Leonard’s and ourselves), two are Methodist, two are Roman Catholic, one is the United Reform Church and the eighth is a free church which meets in Whitefield Road Primary School. Each church sends to South Ribble Borough Council’s (SRBC’s) Community Liaison Officer, the various events and services which happen during Advent and over Christmas who then produce and distribute a leaflet highlighting all these events in Penwortham. This year due to COVID, most of the events/services did not take place.

The procession of witness on Good Friday in 2020 was cancelled due to COVID-19 and the 2021 has also been cancelled. Similarly, both **Penwortham Live 20** and **Penwortham Gala in 2020** were both cancelled.

Our Church hosted the Churches Together in Penwortham **World Day of Prayer** in March, 2020 just before the COVID-19 lockdown. Lancashire Sings Christmas, organized by BBC Radio Lancashire, was broadcast only without anyone gathering at various venues up and down the County.

PARISH FINANCES:

The Statement of Financial Practice (SFP) 2015 and the subsequent changes to the Church Accounting Practices dictate how our accounts have to be prepared.

David Tuke is our treasurer, who has financial skills and he has prepared the accounts using specifically designed computer software for church accounting procedures and we have been able to show a true comparison with activity in 2019 alongside 2020.

The accounts, balance sheet and notes to the accounts forming part of the annual report are shown on pages 1 -10 including the Independent Examiners certificate giving us a clear bill of health (see page 11). These will be explained by our treasurer at our Annual Parochial Church Meeting (APCM) scheduled to take place on Zoom on Sunday 18th April 2021 commencing at 2pm.

The Church Regulations state that both the Annual Report and Accounts have to be approved by the PCC as they are the Trustees and are later presented at the APCM for those present to receive and note. Details are then forwarded electronically to both the Church of England Statistics Branch and the Diocese before the deadline date.

CHILDREN / VULNERABLE ADULT PROTECTION & SAFE FROM HARM POLICY:

Gareth Allen, our Parish Safeguarding Officer updated our Policies and Appendices which were presented and re-affirmed by the PCC in July 2020. These documents continue to be displayed in Church and on our Church website. The forms in the appendices continue to be valid and there was also no change needed to the Vulnerable Adult Policy.

The Disclosure & Barring Service (DBS) has become much more rigorous as the Churches Child Protection Advisory Service (CCPAS), now called “Thirtyoneeight”, have had to comply with the latest changes to the Data Protection Policy. This is now giving greater security to our applicants moving forward as the information provided is highly sensitive.

The Church of England issued new instructions on what information about safeguarding had to be clearly displayed in church as well as on our church website. We can report that we are totally compliant.

We continue to be committed to providing a safe environment for all children and vulnerable adults.

THE CHURCH BUILDING:

QUINQUENNIAL (every 5 years) INSPECTION:

Every five years a full report (quinquennial report) on the condition and fabric of our Grade II* listed church has to be carried out by a diocesan approved qualified architect who for us is Stephen Fish. The latest Inspection took place in September 2017 and the report was sent to the PCC in January 2018. There were two urgent items requiring attention.

One was to address issues with the parapets which had resulted in some dampness coming through onto the walls in the Nave and the second was to address crumbling masonry around the West window. Specialists have now been to church and given quotes for both jobs. The Chancellor of the Diocese (the planning authority) directed that the observations of the Society for the Preservation of Ancient Buildings (SPAB) had to be sought before anything further could be progressed. This delayed any work being started. In September 2020 the Chancellor gave authorization for the work to go ahead with the approved contractor giving a start date of February, 2021 but this has subsequently been put back due to COVID.

The other work identified to be completed within the next two years will be carried out with total costings for all the work identified estimated at £76,000. Most of this work will have to be done by professionals. Two important pieces of work which have been addressed by one such professional, was the replacement of tiles on the nave roof which now makes us watertight again and the removal of the flag pole as its' wooden housing in the roof of the tower was found to be totally rotten. Many of the other minor tasks have now been done and the remainder will be completed by parishioners.

COVID – THE EFFECTS ON CHURCH SERVICES:

The government imposed a national lockdown on 23rd March, 2020 which included all churches. During this period, risk assessments were done and the church put in place all the requirements to be COVID compliant. Our monthly Parish Magazine, from the April edition onwards, was compiled as usual but not printed as volunteer distributors to the 300 plus households and other premises in Penwortham were not allowed under COVID restrictions BUT the Magazine continued to be put on our church website. This was the first occasion in over 150 years that the Church Magazine has not been printed and circulated by hand.

The following highlight key dates and changes affecting attendance and worship at church since the 23rd March 2020 up to the present time of compilation on 15th March, 2020. Information was circulated in the form of a letter from the Vicar which was emailed to some 102 households as well as being put on our church website, our church Facebook page and other local social media sites. There are in the region of 20 parishioners who are on our Church Electoral Roll who do **not** have access either to email or the web, so letters from the Vicar have either been posted or hand delivered so everyone has been kept up to date.

- **5th June** – Allowed to open the church for private prayer only. The church was opened up every Thursday at 9.30am for an hour and every Sunday at 10.15am again for an hour.
- **5th July** – Church allowed to be open with a maximum of 30 social distanced chairs in place and all other COVID restrictions in place which included no singing. The usual two Sunday services and the Thursday morning service resumed with the congregation allowed to take communion (bread only).
- **24th July** – An additional restriction was required with everyone having to wear a mask in church
- **5th November** – second lockdown – church closed until 6th December.
- **8th November** – the remembrance service at 10.15am was streamed and recorded on Zoom for the first-time enabling parishioners at home to feel part of the service. The recorded service was put on our YouTube channel with the link on our church website so the service could be viewed at a time convenient to the individual. The following Sunday, the 10.15am communion service was streamed on Zoom and has been every Sunday since. This will continue even when all restrictions have been lifted. All parishioners can now feel part of the church family involved in their worship from the comfort of their own home whilst they are unable to be at church itself.
- **3rd December** – the 9.30am Thursday morning communion service was suspended and details of additional services over the Christmas period were announced and circulated. The church re-opened on **6th December** with the same restrictions in place prior to the second lockdown.
- **5th January, 2021** – The Government announced a third national lockdown but allowed communal worship for all faiths to continue. The infection rates in Lancashire were the highest in the Country and the Public Health Directors of Lancashire on 7th January issued a strongly worded letter and these are their actual words
“As Directors of Public Health representing Lancashire, we are strongly advising all faith communities to pause communal prayer and worship during the lockdown period, to reduce the possible spread of the new COVID variant.
“We’re seeing increasing number of cases in Lancashire, and worrying number of people hospitalized from COVID, as well as increasing numbers of deaths. NHS and hospital capacity is under enormous strain across Lancashire”
- During the course of the following two days, faith leaders of many churches in Lancashire agreed to pause communal worship and prayer and with the Government also issuing a nation-wide plea for people to stay at home *“as if they had the virus”*, the Standing Committee met on 9th January and unanimously agreed that our church would be closed for communal worship and prayer BUT the 10.15am Sunday communion service on **10th January** would take place in church with only the clergy present and the service streamed on Zoom which continued up to and including 7th March.

- At the end of February, the Lancashire Directors of Health issued another statement saying:- *“that as and from 8th March we will rescind our strong advice to pause communal prayer and worship as we feel the situation has significantly improved with the end of the lockdown and children going back to school”*. The Standing Committee met on 4th March, and unanimously agreed that church would **be opened again for both Sunday services and the Thursday morning service starting on Sunday 14th March (Mothering Sunday) under the current COVID restrictions which were in operation prior to Christmas**. The Standing Committee also re-affirmed that the 10.15am Sunday communion service would continue to be streamed on Zoom.

From a very ‘Heath-Robinson’ streaming on Zoom through a router that was not powerful enough when we started back in November, significant enhancements have now been made so for the last 8 weeks, both the sound and vision is now satisfactory but more work is now in progress to improve the situation even further.

Since the 23rd March last year due to the COVID restrictions, singing in church has not been allowed and this situation is likely to continue until all lockdown restrictions are lifted which is scheduled to take place on 21st June at the earliest. Our 10.15am Sunday communion service has been the poorer for no singing as this is such an important part of our worship. There was a nucleus of about eight or nine members of the congregation who enhanced the Sunday service with their musical contribution particularly during and after the administration of the sacraments. Without the support of our organist Rhoda Martin this would not have happened and it is hoped that singing resumes as soon as possible.

THE CHURCH GROUNDS SURROUNDING THE CHURCH ITSELF **(covering the church yard and Castle Hill – [the site of an ancient Monument].)**

THE CHURCHYARD (covering all three graveyards and Crow Wood)

The maintenance of the churchyard is the responsibility of the South Ribble Borough Council (SRBC) as we are a ‘Closed Churchyard’ and subject of ‘an order of the Privy Council’ back in the year 2000 which has been documented in most of the previous annual reports over the last 19 years. Therefore, only what has happened in 2020 and 2021 will now be included.

Despite repeated requests in writing to SRBC to fulfil their legal obligations over the years, very little in the way of maintenance had been done. A further written file in a large A4 ring binder was handed to the Secretary of the Diocesan Advisory Committee (DAC) in 2019 with a plea that the Diocese put pressure on SRBC to fulfil their legal obligations which included applying for a faculty (authority) to the Diocese to undertake the work. A strongly worded letter from the Diocesan Registrar (a barrister) was subsequently sent to SRBC which initially they did not even acknowledge.

In the interim, the adviser to the Diocese on monuments attended the church at our request and he produced a damning written report stating that it was *“the worse graveyard condition he had ever seen in his 30years of operation”*. He detailed how many headstones were dangerous in each graveyard stating that if an unsafe headstone in the northern graveyard fell on anyone, it could prove fatal and those in the western graveyard could cause serious injury. The report also provided an estimate on how much it would cost to make all the headstones safe.

Some three months later In April, 2020, two representatives from SRBC visited church by arrangement with the Vicar and he was joined by all three churchwardens. SRBC were given a written copy of the Diocesan monuments adviser’s report. After visiting the whole churchyard, they stated they would report back to their director but verbally accepted that it was the Council’s responsibility to make good.

SRBC commissioned an independent firm of monumental masons to visit our churchyard and their report confirmed the findings of the Diocesan adviser. Shortly after this, metal fencing, called Harres fencing, was installed by SRBC to prevent any access to the northern graveyard.

Subsequently, some cutting of grass in the churchyard took place by SRBC and following an ongoing dialogue with the Vicar and senior SRBC Council Officers, an on-sight meeting took place in September 2020 with the Vicar, the Leader of SRBC Cllr. Paul Foster and County/Borough/Ward Councillor David Howarth, together with a reporter/photographer from the Lancashire Post present.

A very positive article appeared in the Lancashire Post giving the background information together with a quote from the leader of SRBC publicly confirming that it was entirely their responsibility to bring the churchyard up to standard enabling anyone visiting to do so in safety. He stressed that this would be addressed by SRBC as a matter of urgency.

True to his word, work on the northern graveyard started almost immediately with headstones being re-erected and the whole area being cleared of overgrown vegetation. The dangerous footpaths around the perimeter of the graveyard were then laid with new compacted hardcore which was then extended along the western side of the 1956 extension and along part of the memorial wall that was no cobbled all the way back to the vehicular access into the churchyard from Church Ave close to the lychgate.

The contractors employed by SRBC are now due to start on the western graveyard to carry out similar work to headstones after which all the footpaths will similarly be subject of new compacted hardcore. Once this has been completed, they will turn to making safe the graves in the southern graveyard from the lychgate covering the area up to both the western and southern entrances to the church.

CHURCH OWNED LAND OUTSIDE THE CHURCHYARD:

The Parish owns land on both sides of Church Avenue from the Lychgate to the corner junction with Squires Road and then on the left-hand side when walking down the bridleway toward Liverpool Road. The church owned land then skirts round behind the back of the Penwortham War Memorial down Penwortham Hill as far as the former slip road up onto the Penwortham By Pass. On going through the wicket gate all the land on the left-hand side banking passing the east end of the church and down to Holme Road belongs to the church. The whole of this area is known as Church Wood.

On 21st January this year after some days of torrential rain there was a landslide of the embankment close to the Old Cross on Church Avenue opposite the ginnel between Church Avenue and Hollinhurst Avenue. Five large trees were either felled or uprooted and in danger of falling. The public footpath from Church Avenue down the embankment to the footpath at the bottom in the dell was impassable. The actual road was not affected. South Ribble Borough Council (SRBC) turned out and sealed off all access points to Church Wood. As the embankment is owned by the church, the Diocesan Civil Engineer attended the scene and made an assessment. The responsibility of maintaining the public footpath is Lancashire County Council and the other parts of Church wood belong to South Ribble Borough Council.

The Civil Engineer arranged for two quotes to be obtained to attend and assess the situation and what they felt needs to be done to stabilize the banking. We will update you in next year's annual report.

STATEMENT OF NEEDS:

The PCC approved a 'statement of needs' which in effect documents various projects some of which require no outside approval, some which require local authority approval, others which only require diocesan approval and the final category which requires both local authority and diocesan approval. Each project was prioritized and some of them either have been completed or are underway.

However, the costliest project is the building of a new annex to replace the 1956 extension. This would enhance the facilities up at church using the monies we received from the surrendering of the lease on the former church hall land on Cop Lane. The PCC had considerable discussions in late 2019 and into 2020 on how best we could achieve this. We had drawn up a list of requirements we would wish to incorporate and professional advice was sort through our architect. The initial work was detailed in last year's annual report.

The PCC had agreed with the professionals that the most cost-effective solution would be to demolish the whole of the 1956 extension and to build a state of the art two storey annex which would be larger than the footprint of the existing building. The shape, however, was defined by the location of graves which we would not disturb. Our Architect Stephen Fish, who is also on the Diocesan Advisory Committee, drew up plans which, together with an artist's impression, were displayed at the back of church and on the whole were very warmly received. The comments and observations of parishioners were incorporated into a revised 'statement of needs'.

We have informally consulted with the Planning Department of SRBC who have not raised any objections in principle but of course when finally costed, the plans will have to be formally submitted and approved by both the local authority and the Diocese before any build can commence. The progress has been delayed due to COVID 19.

THE FUTURE:

The continuing effects of the Coronavirus pandemic will affect us for many months to come. The Government has published a road map with dates when they hope restriction can be lifted in stages. If everything goes according to plan, all COVID restrictions will be lifted on 21st June, 2021.

Parishioners will be kept fully up to date with a letter going out under the Vicar's signature at each change.



The Revd Chris Nelson – Vicar & PCC Chair



David Thornton - PCC Secretary

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INDEPENDENT EXAMINER'S AUDIT ACCOUNT CERTIFICATE:

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EXPLANATION OF THE VARIOUS FUNDS USED IN OUR ACCOUNTS:

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PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st December 2020

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
	Note	£	£	£	£		
Incoming Resources							
From Donors	2(a)	48,112	0	0	-	48,112	57,863
Other Voluntary	2(b)	3,661	0	50	-	3,711	5,009
Activities:-							
to further the Councils Objects	2(c)	3,221	0	0	-	3,221	12,514
to generate Funds	2(d)	881	0	45	-	926	5,062
From Investments	2(e)	21	3,330	0	-	3,351	4,753
Other	2(f)	6,028	0	0	-	6,028	786,701
Total Incoming Resources		61,925	3,330	95	-	65,349	871,902
Resources Expended							
Grants	3(a)	774	0	0	-	774	8,396
Activities directly relating to the work of the church	3(b)	47,923	40,000	0	-	87,923	101,257
Church Management and Admin	3(c)	475	0	0	-	475	2,117
Cost of Generating Funds	3(d)	0	0	0	-	0	94
Support Costs	3(e)	79	0	0	-	79	350
Other Resources Expended	3(f)	326	0	0	-	326	327
Total Resources Expended		49,576	40,000	0	-	89,576	112,541
Net Incoming (Outgoing) Resources before Transfers		12,349	-36,670	95	-	-24,226	759,361
Transfers Between Funds	9(a)						
Transfers Between Funds in		0	0	0	-	0	0
Transfers Between Funds out			0	0	-	0	0
Net Incoming (Outgoing) Resources		12,349	-36,670	95	-	-24,226	759,361
Gains/(losses) on Investment Assets:-							
Realised							
Unrealised							
Net Movement in Funds		12,349	-36,670	95	-	-24,226	65,085
Fund Balances B/F at 1 Jan		163,042	791,569	4,971	215	959,797	135,352
Fund Balances C/F at 31 Dec		175,391	754,899	5,066	215	935,571	894,713

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

BALANCE SHEET

YEAR ENDED 31st December 2020

				2020	2019
			NOTE	£	£
FIXED ASSETS					
Investment Assets			5(c)	215	215
House			5(b)	155,000	155,000
TOTAL FIXED ASSETS				155,215	155,215
CURRENT ASSETS					
Stock				0	0
Debtors			7	0	524
Short Term deposits					
Current Account				12,710	7,604
Deposit Account				18,916	11,101
Development Account				17	16
New Building Account				748,766	785,436
Cash in Hand				100	100
Accounts Receivable				2,210	2,147
TOTAL CURRENT ASSETS				782,719	806,927
Liabilities (falling due within 1 year)			8	2,364	2,345
NET CURRENT ASSETS				780,355	804,582
NET ASSETS				935,570	959,797
FUNDS			6		
UNRESTRICTED				175,390	163,042
DESIGNATED				754,899	791,569
RESTRICTED				5,066	4,971
ENDOWMENT				215	215
TOTAL FUNDS				935,570	959,797

NOTES TO THE FINANCIAL STATEMENTS

1. PENWORTHAM ST MARY'S PARISH ACCOUNTING POLICIES:

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting Standards and the Charities Statement of Recommended Practice (SORP).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

FUNDS:

Explanations of the various funds are shown on earlier pages of the Annual Reports and Statement of Accounts. The relevant pages are marked P and Q. The amounts and details of each fund are shown on Pages 1 and 2 which are the statutory accounting requirements. The funds are also explained in further detail in Note 6 on page 7 and Note 9 on pages 8 and 9.

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 or those that are informal gatherings of Church members.

INCOMING RESOURCES:

- These are summarised on Page 1 and are explained in detail, where necessary, in Note 2 on page 5.

Voluntary income and capital sources

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when the income is received.
- Grants and Legacies to the PCC are accountable as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by the fete, garden party and similar events are accounted for gross.
- Sales of book and magazines from the church bookstall are accounted for gross.

Other income

- Rental Income from the letting of church premises is recognised when the rental is due.

Income from Investments

- Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on Investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

NOTES TO THE FINANCIAL STATEMENTS (cont'd)

RESOURCES USED:

These are summarised on page 1 and explained in detail, where necessary, in note 3 on page 6.

Grants

- Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

- The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

FIXED ASSETS:

These are summarised on page 2 and explained in detail, where necessary, in Note 5a and Note 5b on page 7.

Consecrated property and moveable church furnishings

- Consecrated and beneficed property of any kind is excluded from the accounts by Section 96(2)(a) of the Charities Act 1993.
- Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 and there is insufficient cost information available, such assets are therefore not valued in the accounts. Items which are acquired after 1 January 2000 will be capitalized and depreciated in the accounts over their currently anticipated useful economic life (initially 10 years) on a straight line basis.
- All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £2,000 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

- Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

Investments

- Investments are valued at market value at 31 December. (see note 5(b) on page 7).

CURRENT ASSETS:

These are summarised on page 2 and explained in detail, where necessary in Note 7 on page 8.

- Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible
- Short term deposits include cash held on deposit either with the CBF church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2020

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
		£	£	£	£	£	£
2	INCOMING RESOURCES						
2(a)	Incoming resources from donors						
	Planned giving:-						
	Stewardship Envelopes	35,286	-	-	-	35,286	39,153
	Income Tax recoverable	9,590	-	-	-	9,590	10,403
	Collections (Open Plate) all services	3,236	-	-	-	3,236	8,307
	Sundry Donations	0	-	0	-	0	0
		48,112	0	0	0	48,112	57,863
2(b)	Other voluntary incoming resources						
	Donations, appeals etc	661	-	50	-	711	5,009
	Legacies	3,000	-	-	-	3,000	0
		3,661	0	50	0	3,711	5,009
2(c)	Income from operating activities to further the Council's objects						
	Magazines & Bookstall, etc sales	822	-	-	-	822	1,144
	Fees - Weddings & Funerals	2,399	-	-	-	2,399	11,370
		3,221	0	0	0	3,221	12,514
2(d)	Income from operating activities to generate funds						
	Magazine Advertising	30	-	-	-	30	924
	Fetes, Bazaars & other fund raising events	18	-	45	-	63	541
	Bookstall sales - sundry items	233	-	-	-	233	209
	Miscellaneous	-	-	-	-	0	0
	Vat Refunds	-	-	-	-	0	0
	Church Letting	600	-	-	-	600	3,388
		881	0	45	0	926	5,062
2(e)	Income from investments						
	Dividends	16	-	-	-	16	9
	Bank Interest	5	3,330	-	-	3,335	4,745
		21	3,330	0	0	3,351	4,753
2(f)	Other ordinary incoming resources						
	Miscellaneous	0	-	-	-	0	780,942
	Insurance Claims		-	-	-	0	0
	House Income	6,028	-	-	-	6,028	5,760
		6,028	0	0	0	6,028	786,701
TOTAL INCOMING RESOURCES		61,925	3,330	95	0	65,349	871,902

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31st December 2020

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
		£	£	£	£	£	£
3	RESOURCES EXPENDED						
3(a)	Grants						
	Missionary & charitable giving						
	Church overseas:-	-	-	-	-	0	0
	Missionary societies	-	-	-	-	0	100
	Relief & development agencies	0	-	-	-	0	0
	Home missions & other Church Societies	73	-	-	-	73	5,062
	Secular Charities	701	-	-	-	701	3,234
		774	0	0	0	774	8,396
3(b)	Activities directly relating to the work of the church						
	Ministry:-						
	Parish Share	27,008	40,000	-	-	67,008	66,229
	Assigned Fees/DBF	0	-	-	-	0	0
	Clergy expenses	1,511	-	-	-	1,511	3,593
	Locum	233	-	-	-	233	0
	Vicarage repairs	0	-	-	-	0	0
	Vicarage - other costs	3,548	-	-	-	3,548	3,574
	Church running expenses	9,902	-	-	-	9,902	8,355
	Church Maintenance	868	-	-	-	868	3,473
	Church Equipment	287	-	-	-	287	1,141
	Upkeep of Services	870	-	-	-	870	3,198
	Upkeep of churchyard	65	-	-	-	65	1,244
	Parish Magazine & bookstall	392	-	-	-	392	349
	Refurbishment of Church Buildings	1,879	-	-	-	1,879	6,386
	Salaries, wages, fees - organists	1,360	-	-	-	1,360	3,072
	Salaries, wages, fees - bell ringers & choir	0	-	-	-	0	618
	Miscellaneous	-	-	-	-	0	25
		47,923	40,000	0	0	87,923	101,257
3(c)	Church management & admin						
	Printing, stationery & postage	475	-	-	-	475	2,117
	Miscellaneous	0	-	-	-	0	0
	Parish Office:-						
	Equipment & fittings	-	-	-	-	0	0
		475	0	0	0	475	2,117
3(d)	Costs of generating funds						
	Fetes, Bazaars & other fund raising events	0	-	-	-	0	94

	Stewardship giving envelopes	0	-	-	-	0	0
	Miscellaneous	0	-	-	-	0	0
		0	0	0	0	0	94
3(e)	Support Costs						
	Junior Church	0	-	-	-	0	250
	Youth	-	-	-	-	0	0
	Child Protection	-	-	-	-	0	0
	Miscellaneous	-	-	-	-	0	28
	Bank Charges	79	-	-	-	79	72
		79	0	0	0	79	350
3(f)	Other Resources Expended						
	House Expenses	326	-	-	-	326	327
		326	0	0	0	326	327
TOTAL RESOURCES EXPENDED		49,576	40,000	0	0	89,576	112,541

4 Staff Costs

Salaries, wages and fees

During the year the PCC employed:	2020	2019
	£	£
a) For the whole year – organists	1,360	3,073

No payments were made for out of the pocket expenses to any PCC member, persons closely connected with them or any other related parties. During the year PCC member(s) David Thornton and Jill Howe received fees for acting as a vergers at services.

5 FIXED ASSETS FOR USE BY THE PCC

Tangible fixed assets:

- a) 177 Cop Lane which belongs to the PCC is included at a fixed asset
The value in Dec 2011 was £155,000
- b) Central Board of Finance Shares £215

6 ANALYSYS OF NET ASSETS BY FUND

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2020
	£	£	£	£	£
Investment Fixed Assets	155,000	-	-	215	155,215
Current Assets	22,754	754,899	5,066	-	782,719
Current Liabilities	-2,364	-	-	-	-2,364
	175,390	754,899	5,066	215	935,570

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2020

7 Debtors

	2019	2018
	£	£
Income Tax Recoverable on Gift Aid	0	0
Debtors for Goods & Services	524	524
Prepayment and accrued income	8,278	8,278
Other Debtors	-	-
	8,801	8,801

8 Liabilities – amounts falling due within one year

	2020	2019
	£	£
Deferred income	1,500	1,500
Creditors for Utility and other costs	-	-
Accruals of utility and other costs	864	845
	2,364	2,345

9 Fund Details

UNRESTRICTED FUNDS

Unrestricted funds totalling £163,042 are the unspent balance available for future use.

DESIGNATED FUNDS

Designated funds totalling **£754899.21** comprise:-

	£
Unrestricted Legacies notified/received for proposed future spending on	
i) the general refurbishment of the church buildings including the hall	4,729
Provision out of unrestricted funds towards proposed future spending on	
i) the replacement Parish Office equipment	1,404
i) Funds for upkeep of Church buildings and new extension	748,766
	754,899

RESTRICTED FUNDS

Restricted funds totalling **£5065.98** comprise:-

	£
Singleton Memorial Estate and other funds	1,371
Pastoral Care Team	544
Sundry amounts in respect of Easter Lilies, flowers, Memorial Garden, Bell ropes, Disabled facilities, Church linen, Choir and Fox Street community	2,694
Younity	157
Charitable donation	225
Church yard maintenance	75
	5,066

PAROCHIAL CHURCH COUNCIL OF ST. MARY’S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2020

ENDOWMENT FUND

The Endowment Fund of **£215** is a permanent endowment of 132 Central Board of Finance shares and requires the income to be spent on the Chancel.

TRANSFER BETWEEN FUNDS

Designated to General Funds **£0**

Restricted to General Funds **£0**

10 CERTAIN INDIVIDUAL ACCOUNT PERFORMANCES

	£
Magazine and Bookstall income exceeded costs by	693

11 QUINQUENNIAL INSPECTION

The last quinquennial report on the Church was in 2017.

INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF PENWORTHAM ST MARY'S PARISH CHURCH.

This report on the accounts of the PCC for the year ended 31st December, 2020, which are set out on pages 1 and 2, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations, 1997 to 2001 ('the regulations') and Section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and Section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. 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 views given by the accounts.

Independent examiner's statement

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

-) 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act, and Regulations have not been met; or
-) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

signed *S E Walsh*

dated *25th February*
2021

Mrs Susan Walsh
79, Greencroft,
Penwortham,
Preston PR1 9LB

PENWORTHAM ST MARY'S PAROCHIAL CHURCH COUNCIL

AN EXPLANATION OF THE VARIOUS FUNDS USED IN OUR ACCOUNTS

The various funds which are used in our accounts are described below to assist in the understanding of the accounts and the management of our church finances.

UNRESTRICTED FUNDS:

All PCCs have a fund, normally called a General Fund, which they use to pay all the everyday expenses. This fund is “**unrestricted**” because the money has been given to the Church on the general understanding that it will be used at the discretion of the PCC for furthering the mission and ministry of the Church. Unless specified otherwise, all the money received by the Church is first put into the General Fund. Income generated from assets held in an unrestricted fund will be unrestricted income.

DESIGNATED FUNDS:

The PCC may decide to put some of the **unrestricted** fund money aside in other funds for use in the future (for example, for future building repairs). This money is “**designated**” for these particular projects for administrative purposes only. **Designated** funds are still **unrestricted** and can be moved to other general funds (re-designated or un-designated) if the PCC so decides.

RESTRICTED FUNDS:

PCCs also receive money which has been given for a particular purpose, for example

- a collection in church may be announced as being for a particular purpose (such as the purchase of new hymn books, the repair to the chancel roof or for Christian Aid)
- A fund-raising event (such as a coffee morning or a Spring Fair) may be held for a particular purpose
- A donation may have been made or a legacy may have been left to the church for a particular purpose (such as the upkeep of the churchyard or the repair of the fabric)

All these sums have been **restricted** by the donor for a particular purpose and they cannot, and must not, be used by the PCC for any other purpose unless determined by the courts or the Charity Commission. Income generated from assets held in a **restricted** fund will generally be subject to the same restrictions as the fund.

An oral or written appeal or a collection for a special purpose, such as the fabric fund, will **restrict** the income for that purpose. There may be times when more money is raised than is needed for the particular purpose of the appeal. This excess money is **restricted** to the purpose and should be retained for use on the same purpose.

continued.....

RESTRICTED FUNDS (cont'd):

This situation can be eased if the PCC acquires the power beforehand to use any surpluses for other purposes. The easiest way to avoid any problems is by announcing at the time of the appeal that any unused balance will be put to the general purposes of the PCC. The **restriction** then applies until the purpose of the appeal has been satisfied. (A general notice to this effect can be placed prominently in the church to catch all occasions). If someone wants to make a significant donation for a particular purpose, the donor could be asked to specify that they give the PCC permission to use it for alternative purposes under certain conditions.

There could be a potential problem if insufficient funds are raised for a particular purpose and the shortfall cannot be made good out of **general** funds. The PCC should always make clear in appeals what it would do if this situation arose – for example, to return all the donations or to use them for another related purpose.

ENDOWMENT FUNDS:

Another form of **restricted** fund is known as an **endowment** fund. This is either money given to the church with the specific instruction that only the income gained from the money can be spent or an asset (such as a house) donated to be retained for continuing use by the Church. The original money or assets (the “capital”) cannot normally be spent and must remain in the form of equivalent assets (such as a house) or investments, but not necessarily the same asset that was given. It may be in a fund named after the donor.

There are two types of **endowment** fund, which must be distinguished in the accounts by note:

1. **Permanent:**

A particular type of **restricted** fund which, in accordance with the explicit requirements of the funding donor, must be held permanently (the PCC have no power to convert it into income and spend it like other income):

2. **Expendable:**

An endowment fund which may, in certain circumstances, be spent. (The PCC have this power, if given by the donor. This fund is not income when it is first received because there is no duty on the part of the PCC to apply it for its purposes. However, if the power to convert is used, then at that time the amount converted becomes income).

LOCATION OF FUND DETAILS IN THE ACCOUNTS:

At the top of pages 1, 5, and 6 of the accounts, allocated monies are shown against each of the above funds, namely **unrestricted, designated restricted and endowment**. In addition, note 9 to the financial statements, which is on pages 8 and 9 of the accounts, gives further details about each of the above funds.

INDEX TO THE ACCOUNTS - 2020

STATUTORY REQUIREMENTS:

Page 1	Statement of financial activities
Page 2	Balance sheet at the end of the financial year

NOTES TO THE ACCOUNTS:

Pages 3 & 4	Note 1	-	Accounting Policies
Page 5	Note 2	-	Incoming Resources – in greater detail
Pages 6 & 7	Note 3	-	Resources Expended – in greater detail
Page 7	Note 4	-	Staff Costs
	Note 5	-	Fixed Assets
	Note 6	-	Analysis of Net Assets by Fund
Page 8	Note 7	-	Debtors
	Note 8	-	Liabilities – amounts falling due within one year
	Note 9	-	Funds - Unrestricted / Designated / Restricted
Page 9	Note 9	-	Funds - Endowment / Transfer between Funds
	Note 10	-	Certain Individual Account Performances
	Note 11	-	Quinquennial Inspection

INDEPENDENT EXAMINER'S AUDIT ACCOUNT CERTIFICATE:

Page 10	Independent Examiner's Report & Certificate
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EXPLANATION OF THE VARIOUS FUNDS USED IN OUR ACCOUNTS:

Page 11	Unrestricted / Designated / Restricted
Page 12	Restricted (continued) / Endowment / Location of Fund Details

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31st December 2020

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
	Note	£	£	£	£		
Incoming Resources							
From Donors	2(a)	48,112	0	0	-	48,112	57,863
Other Voluntary	2(b)	3,661	0	50	-	3,711	5,009
Activities:-							
to further the Councils Objects	2(c)	3,221	0	0	-	3,221	12,514
to generate Funds	2(d)	881	0	45	-	926	5,062
From Investments	2(e)	21	3,330	0	-	3,351	4,753
Other	2(f)	6,028	0	0	-	6,028	786,701
Total Incoming Resources		61,925	3,330	95	-	65,349	871,902
Resources Expended							
Grants	3(a)	774	0	0	-	774	8,396
Activities directly relating to the work of the church	3(b)	47,923	40,000	0	-	87,923	101,257
Church Management and Admin	3(c)	475	0	0	-	475	2,117
Cost of Generating Funds	3(d)	0	0	0	-	0	94
Support Costs	3(e)	79	0	0	-	79	350
Other Resources Expended	3(f)	326	0	0	-	326	327
Total Resources Expended		49,576	40,000	0	-	89,576	112,541
Net Incoming (Outgoing) Resources before Transfers		12,349	-36,670	95	-	-24,226	759,361
Transfers Between Funds	9(a)						
Transfers Between Funds in		0	0	0	-	0	0
Transfers Between Funds out			0	0	-	0	0
Net Incoming (Outgoing) Resources		12,349	-36,670	95	-	-24,226	759,361
Gains/(losses) on Investment Assets:-							
Realised							
Unrealised							
Net Movement in Funds		12,349	-36,670	95	-	-24,226	65,085
Fund Balances B/F at 1 Jan		163,042	791,569	4,971	215	959,797	135,352
Fund Balances C/F at 31 Dec		175,391	754,899	5,066	215	935,571	894,713

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

BALANCE SHEET

YEAR ENDED 31st December 2020

				2020	2019
			NOTE	£	£
FIXED ASSETS					
Investment Assets			5(c)	215	215
House			5(b)	155,000	155,000
TOTAL FIXED ASSETS				155,215	155,215
CURRENT ASSETS					
Stock				0	0
Debtors			7	0	524
Short Term deposits					
Current Account				12,710	7,604
Deposit Account				18,916	11,101
Development Account				17	16
New Building Account				748,766	785,436
Cash in Hand				100	100
Accounts Receivable				2,210	2,147
TOTAL CURRENT ASSETS				782,719	806,927
Liabilities (falling due within 1 year)			8	2,364	2,345
NET CURRENT ASSETS				780,355	804,582
NET ASSETS				935,570	959,797
FUNDS			6		
UNRESTRICTED				175,390	163,042
DESIGNATED				754,899	791,569
RESTRICTED				5,066	4,971
ENDOWMENT				215	215
TOTAL FUNDS				935,570	959,797

NOTES TO THE FINANCIAL STATEMENTS

1. PENWORTHAM ST MARY'S PARISH ACCOUNTING POLICIES:

The financial statements have been prepared in accordance with the Church Accounting Regulations 1997 as amended by the Church Accounting (Amendment) Regulations 2001 together with applicable accounting Standards and the Charities Statement of Recommended Practice (SORP).

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value.

FUNDS:

Explanations of the various funds are shown on earlier pages of the Annual Reports and Statement of Accounts. The relevant pages are marked P and Q. The amounts and details of each fund are shown on Pages 1 and 2 which are the statutory accounting requirements. The funds are also explained in further detail in Note 6 on page 7 and Note 9 on pages 8 and 9.

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 or those that are informal gatherings of Church members.

INCOMING RESOURCES:

- These are summarised on Page 1 and are explained in detail, where necessary, in Note 2 on page 5.

Voluntary income and capital sources

- Collections are recognised when received by or on behalf of the PCC.
- Planned giving receivable under Gift Aid is recognised only when received.
- Income tax recoverable on Gift Aid donations is recognised when the income is received.
- Grants and Legacies to the PCC are accountable as soon as the PCC is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the PCC is reasonably certain.
- Funds raised by the fete, garden party and similar events are accounted for gross.
- Sales of book and magazines from the church bookstall are accounted for gross.

Other income

- Rental Income from the letting of church premises is recognised when the rental is due.

Income from Investments

- Dividends are accounted for when due and payable. Interest entitlements are accounted for as they accrue. Tax recoverable on such income is recognised in the same accounting year.

Gains and losses on Investments

- Realised gains or losses are recognised when investments are sold.
- Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

NOTES TO THE FINANCIAL STATEMENTS (cont'd)

RESOURCES USED:

These are summarised on page 1 and explained in detail, where necessary, in note 3 on page 6.

Grants

- Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding obligation on the PCC.

Activities directly relating to the work of the Church

- The diocesan parish share is accounted for when paid. Any parish share unpaid at 31 December is provided for in these accounts as an operational (though not a legal) liability and is shown as a creditor in the Balance Sheet.

FIXED ASSETS:

These are summarised on page 2 and explained in detail, where necessary, in Note 5a and Note 5b on page 7.

Consecrated property and moveable church furnishings

- Consecrated and beneficed property of any kind is excluded from the accounts by Section 96(2)(a) of the Charities Act 1993.
- Moveable church furnishings held by the Vicar and Churchwardens on special trust for the PCC, and which require a faculty for disposal, are accounted as inalienable property unless consecrated. They are listed in the church inventory which can be inspected (at any reasonable time). For inalienable property acquired prior to 2000 and there is insufficient cost information available, such assets are therefore not valued in the accounts. Items which are acquired after 1 January 2000 will be capitalized and depreciated in the accounts over their currently anticipated useful economic life (initially 10 years) on a straight line basis.
- All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £2,000 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Other fixtures, fittings and office equipment

- Equipment used within the church premises is depreciated on a straight-line basis over 4 years. Individual items of equipment with a purchase price of £2,000 or less are written off when the asset is acquired.

Investments

- Investments are valued at market value at 31 December. (see note 5(b) on page 7).

CURRENT ASSETS:

These are summarised on page 2 and explained in detail, where necessary in Note 7 on page 8.

- Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove uncollectible
- Short term deposits include cash held on deposit either with the CBF church of England Funds or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2020

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
		£	£	£	£	£	£
2	INCOMING RESOURCES						
2(a)	Incoming resources from donors						
	Planned giving:-						
	Stewardship Envelopes	35,286	-	-	-	35,286	39,153
	Income Tax recoverable	9,590	-	-	-	9,590	10,403
	Collections (Open Plate) all services	3,236	-	-	-	3,236	8,307
	Sundry Donations	0	-	0	-	0	0
		48,112	0	0	0	48,112	57,863
2(b)	Other voluntary incoming resources						
	Donations, appeals etc	661	-	50	-	711	5,009
	Legacies	3,000	-	-	-	3,000	0
		3,661	0	50	0	3,711	5,009
2(c)	Income from operating activities to further the Council's objects						
	Magazines & Bookstall, etc sales	822	-	-	-	822	1,144
	Fees - Weddings & Funerals	2,399	-	-	-	2,399	11,370
		3,221	0	0	0	3,221	12,514
2(d)	Income from operating activities to generate funds						
	Magazine Advertising	30	-	-	-	30	924
	Fetes, Bazaars & other fund raising events	18	-	45	-	63	541
	Bookstall sales - sundry items	233	-	-	-	233	209
	Miscellaneous	-	-	-	-	0	0
	Vat Refunds	-	-	-	-	0	0
	Church Letting	600	-	-	-	600	3,388
		881	0	45	0	926	5,062
2(e)	Income from investments						
	Dividends	16	-	-	-	16	9
	Bank Interest	5	3,330	-	-	3,335	4,745
		21	3,330	0	0	3,351	4,753
2(f)	Other ordinary incoming resources						
	Miscellaneous	0	-	-	-	0	780,942
	Insurance Claims		-	-	-	0	0
	House Income	6,028	-	-	-	6,028	5,760
		6,028	0	0	0	6,028	786,701
TOTAL INCOMING RESOURCES		61,925	3,330	95	0	65,349	871,902

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM
NOTES TO THE FINANCIAL STATEMENTS (continued)
YEAR ENDED 31st December 2020

		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2020	Total 2019
		£	£	£	£	£	£
3	RESOURCES EXPENDED						
3(a)	Grants						
	Missionary & charitable giving						
	Church overseas:-	-	-	-	-	0	0
	Missionary societies	-	-	-	-	0	100
	Relief & development agencies	0	-	-	-	0	0
	Home missions & other Church Societies	73	-	-	-	73	5,062
	Secular Charities	701	-	-	-	701	3,234
		774	0	0	0	774	8,396
3(b)	Activities directly relating to the work of the church						
	Ministry:-						
	Parish Share	27,008	40,000	-	-	67,008	66,229
	Assigned Fees/DBF	0	-	-	-	0	0
	Clergy expenses	1,511	-	-	-	1,511	3,593
	Locum	233	-	-	-	233	0
	Vicarage repairs	0	-	-	-	0	0
	Vicarage - other costs	3,548	-	-	-	3,548	3,574
	Church running expenses	9,902	-	-	-	9,902	8,355
	Church Maintenance	868	-	-	-	868	3,473
	Church Equipment	287	-	-	-	287	1,141
	Upkeep of Services	870	-	-	-	870	3,198
	Upkeep of churchyard	65	-	-	-	65	1,244
	Parish Magazine & bookstall	392	-	-	-	392	349
	Refurbishment of Church Buildings	1,879	-	-	-	1,879	6,386
	Salaries, wages, fees - organists	1,360	-	-	-	1,360	3,072
	Salaries, wages, fees - bell ringers & choir	0	-	-	-	0	618
	Miscellaneous	-	-	-	-	0	25
		47,923	40,000	0	0	87,923	101,257
3(c)	Church management & admin						
	Printing, stationery & postage	475	-	-	-	475	2,117
	Miscellaneous	0	-	-	-	0	0
	Parish Office:-						
	Equipment & fittings	-	-	-	-	0	0
		475	0	0	0	475	2,117
3(d)	Costs of generating funds						
	Fetes, Bazaars & other fund raising events	0	-	-	-	0	94

	Stewardship giving envelopes	0	-	-	-	0	0
	Miscellaneous	0	-	-	-	0	0
		0	0	0	0	0	94
3(e)	Support Costs						
	Junior Church	0	-	-	-	0	250
	Youth	-	-	-	-	0	0
	Child Protection	-	-	-	-	0	0
	Miscellaneous	-	-	-	-	0	28
	Bank Charges	79	-	-	-	79	72
		79	0	0	0	79	350
3(f)	Other Resources Expended						
	House Expenses	326	-	-	-	326	327
		326	0	0	0	326	327
TOTAL RESOURCES EXPENDED		49,576	40,000	0	0	89,576	112,541

4 Staff Costs

Salaries, wages and fees

During the year the PCC employed:	2020	2019
	£	£
a) For the whole year – organists	1,360	3,073

No payments were made for out of the pocket expenses to any PCC member, persons closely connected with them or any other related parties. During the year PCC member(s) David Thornton and Jill Howe received fees for acting as a vergers at services.

5 FIXED ASSETS FOR USE BY THE PCC

Tangible fixed assets:

- a) 177 Cop Lane which belongs to the PCC is included at a fixed asset
The value in Dec 2011 was £155,000
- b) Central Board of Finance Shares £215

6 ANALYSYS OF NET ASSETS BY FUND

	Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	Total 2020
	£	£	£	£	£
Investment Fixed Assets	155,000	-	-	215	155,215
Current Assets	22,754	754,899	5,066	-	782,719
Current Liabilities	-2,364	-	-	-	-2,364
	175,390	754,899	5,066	215	935,570

PAROCHIAL CHURCH COUNCIL OF ST. MARY'S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2020

7 Debtors

	2019	2018
	£	£
Income Tax Recoverable on Gift Aid	0	0
Debtors for Goods & Services	524	524
Prepayment and accrued income	8,278	8,278
Other Debtors	-	-
	8,801	8,801

8 Liabilities – amounts falling due within one year

	2020	2019
	£	£
Deferred income	1,500	1,500
Creditors for Utility and other costs	-	-
Accruals of utility and other costs	864	845
	2,364	2,345

9 Fund Details

UNRESTRICTED FUNDS

Unrestricted funds totalling £163,042 are the unspent balance available for future use.

DESIGNATED FUNDS

Designated funds totalling £754899.21 comprise:-	£
Unrestricted Legacies notified/received for proposed future spending on	
i) the general refurbishment of the church buildings including the hall	4,729
Provision out of unrestricted funds towards proposed future spending on	
i) the replacement Parish Office equipment	1,404
i) Funds for upkeep of Church buildings and new extension	748,766
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RESTRICTED FUNDS

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Singleton Memorial Estate and other funds	1,371
Pastoral Care Team	544
Sundry amounts in respect of Easter Lilies, flowers, Memorial Garden, Bell ropes, Disabled facilities, Church linen, Choir and Fox Street community	2,694
Younity	157
Charitable donation	225
Church yard maintenance	75
	5,066

PAROCHIAL CHURCH COUNCIL OF ST. MARY’S PENWORTHAM

NOTES TO THE FINANCIAL STATEMENTS (continued)

YEAR ENDED 31st December 2020

ENDOWMENT FUND

The Endowment Fund of **£215** is a permanent endowment of 132 Central Board of Finance shares and requires the income to be spent on the Chancel.

TRANSFER BETWEEN FUNDS

Designated to General Funds **£0**

Restricted to General Funds **£0**

10 CERTAIN INDIVIDUAL ACCOUNT PERFORMANCES

	£
Magazine and Bookstall income exceeded costs by	693

11 QUINQUENNIAL INSPECTION

The last quinquennial report on the Church was in 2017.

INDEPENDENT EXAMINER'S REPORT
TO THE PCC OF PENWORTHAM ST MARY'S PARISH CHURCH.

This report on the accounts of the PCC for the year ended 31st December, 2020, which are set out on pages 1 and 2, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations, 1997 to 2001 ('the regulations') and Section 43 of the Charities Act 1993 ('the Act').

Respective responsibilities of the PCC and the examiner

As members of the PCC, you are responsible for the preparation of the accounts; you consider that the audit requirement of Regulation 3(3) and Section 43(2) of the Act do not apply. It is my responsibility to issue this report on those accounts in accordance with the terms of Regulation 25.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners under Section 43(7)(b) of the Act and to be found in the Church guidance, 2001 edition, issued by the Finance Division of the Archbishops' Council. 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 views given by the accounts.

Independent examiner's statement

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

-) 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 Act; and
 - to prepare accounts which accord with the accounting records and comply with the requirements of the Act, and Regulations have not been met; or
-) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

signed *S E Walsh*

dated *25th February*
2021

Mrs Susan Walsh
79, Greencroft,
Penwortham,
Preston PR1 9LB

PENWORTHAM ST MARY'S PAROCHIAL CHURCH COUNCIL

AN EXPLANATION OF THE VARIOUS FUNDS USED IN OUR ACCOUNTS

The various funds which are used in our accounts are described below to assist in the understanding of the accounts and the management of our church finances.

UNRESTRICTED FUNDS:

All PCCs have a fund, normally called a General Fund, which they use to pay all the everyday expenses. This fund is “**unrestricted**” because the money has been given to the Church on the general understanding that it will be used at the discretion of the PCC for furthering the mission and ministry of the Church. Unless specified otherwise, all the money received by the Church is first put into the General Fund. Income generated from assets held in an unrestricted fund will be unrestricted income.

DESIGNATED FUNDS:

The PCC may decide to put some of the **unrestricted** fund money aside in other funds for use in the future (for example, for future building repairs). This money is “**designated**” for these particular projects for administrative purposes only. **Designated** funds are still **unrestricted** and can be moved to other general funds (re-designated or un-designated) if the PCC so decides.

RESTRICTED FUNDS:

PCCs also receive money which has been given for a particular purpose, for example

- a collection in church may be announced as being for a particular purpose (such as the purchase of new hymn books, the repair to the chancel roof or for Christian Aid)
- A fund-raising event (such as a coffee morning or a Spring Fair) may be held for a particular purpose
- A donation may have been made or a legacy may have been left to the church for a particular purpose (such as the upkeep of the churchyard or the repair of the fabric)

All these sums have been **restricted** by the donor for a particular purpose and they cannot, and must not, be used by the PCC for any other purpose unless determined by the courts or the Charity Commission. Income generated from assets held in a **restricted** fund will generally be subject to the same restrictions as the fund.

An oral or written appeal or a collection for a special purpose, such as the fabric fund, will **restrict** the income for that purpose. There may be times when more money is raised than is needed for the particular purpose of the appeal. This excess money is **restricted** to the purpose and should be retained for use on the same purpose.

continued.....

RESTRICTED FUNDS (cont'd):

This situation can be eased if the PCC acquires the power beforehand to use any surpluses for other purposes. The easiest way to avoid any problems is by announcing at the time of the appeal that any unused balance will be put to the general purposes of the PCC. The **restriction** then applies until the purpose of the appeal has been satisfied. (A general notice to this effect can be placed prominently in the church to catch all occasions). If someone wants to make a significant donation for a particular purpose, the donor could be asked to specify that they give the PCC permission to use it for alternative purposes under certain conditions.

There could be a potential problem if insufficient funds are raised for a particular purpose and the shortfall cannot be made good out of **general** funds. The PCC should always make clear in appeals what it would do if this situation arose – for example, to return all the donations or to use them for another related purpose.

ENDOWMENT FUNDS:

Another form of **restricted** fund is known as an **endowment** fund. This is either money given to the church with the specific instruction that only the income gained from the money can be spent or an asset (such as a house) donated to be retained for continuing use by the Church. The original money or assets (the “capital”) cannot normally be spent and must remain in the form of equivalent assets (such as a house) or investments, but not necessarily the same asset that was given. It may be in a fund named after the donor.

There are two types of **endowment** fund, which must be distinguished in the accounts by note:

1. **Permanent:**

A particular type of **restricted** fund which, in accordance with the explicit requirements of the funding donor, must be held permanently (the PCC have no power to convert it into income and spend it like other income):

2. **Expendable:**

An endowment fund which may, in certain circumstances, be spent. (The PCC have this power, if given by the donor. This fund is not income when it is first received because there is no duty on the part of the PCC to apply it for its purposes. However, if the power to convert is used, then at that time the amount converted becomes income).

LOCATION OF FUND DETAILS IN THE ACCOUNTS:

At the top of pages 1, 5, and 6 of the accounts, allocated monies are shown against each of the above funds, namely **unrestricted, designated restricted and endowment**. In addition, note 9 to the financial statements, which is on pages 8 and 9 of the accounts, gives further details about each of the above funds.