

st andrew  
RADCLIFFE

Knowing and making known the God who is love:  
Reaching people for Christ Jesus:  
Equipping the believers: Growing leaders

## **APCM Reports 2020**

**Agenda for the Meeting of Parishioners  
&  
Annual Parochial Church Meeting**

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Please make sure that you are on the Electoral Roll  
Otherwise you will not be able to participate in voting for  
new members for Deanery Synod or the PCC.

## 1. Agenda

### **Meeting of Parishioners & Annual Parochial Church Meeting**

**To be held on Wednesday 5<sup>th</sup> May 2021 at 7pm  
On Zoom**

#### **Annual Vestry Meeting**

1. Apologies for Absence
2. Appointment of Secretary for the Annual Meetings
3. Minutes of the 2020 Annual Vestry Meeting
  - a. Approval
  - b. Matters arising from the Minutes
4. Election of Church Wardens

#### **Annual Parochial Meeting**

1. Apologies for Absence
2. Minutes of the Annual Parochial Meeting 2020
  - a. Approval
  - b. Matters arising from the Minutes
3. Electoral Roll Officer's Report
4. Financial Report - including:
  - a. Treasurer's Report
  - b. Appointment of the Independent Examiner
5. Churchwardens Report (*In APCM Report Booklet*)
6. Buildings Report (*In APCM Booklet*)
7. Deanery Synod Report (*In APCM Report Booklet*)
8. Safeguarding Officer's Report
9. Reports from different church groups & organisations (*In APCM Report Booklet*)
10. Elections and Appointments
  - a. Election of Parochial Church Council Members
  - b. Appointment of Sides people/ Deputy Wardens
11. Questions from the congregation (*people that are registered on the Electoral Roll*)
12. Setting the next APCM Date:

## 2. Minutes of 2020 Vestry Meeting and APCM



### **APCM Minutes of meeting**

**Sunday 15 March 2020**

**Held in St. Andrew's Church, Radcliffe at 10am**

#### **PRESENT**

Jo McKee	Carol Barlow	Lindy Bladen	Roy Bladen
Dylan Brooks	Raynor Brown	Bill Dudley	Maureen Fawcett
Wendy Fawcett	Alan Forster	Joyce Forster	Ann Graham
Nicola Grindrod	Elizabeth Guite	Sue Hampson	Diana Harrison
Sally Haughton-Brooks	Geoffrey Hayes	Glenys Hayes	
David Holden	Jayne Holden	Mavis Leach	Stephen Leach
Margaret Livesey	Ron Livesey	John Macauley	Layfetta Masih
Bob May	Pam Nicholson	Stephanie Noden	Bill Openshaw
Karen Openshaw	Frank Payne	Stephen Pover	Harishchandra Patel
Beverley Powell	Louise Righini	Shelia Roberts	Sandra Rowbottom
Brian Samuels	George Smith	Sandra Smith	Nicola Smithies
Sarah Taylor	Jennifer Tomlinson	Fiona Trewartha	
Simon Trewartha	Deborah Vine	Mike Vine	Irene Westhead
			David Wild

#### **APOLOGIES**

David Middlefell	Eileen Middlefell	Marie Laycock	Matthew Laycock
Joyce Herdson	Garry Taylor	Karen Ramsay	

## **2020 ANNUAL VESTRY MEETING**

*In this part of the meeting, voting for Churchwardens is open to everyone, i.e. you don't need to be on the electoral roll to approve the Minutes of last year to vote for our churchwardens.*

### **1) APOLOGIES FOR ABSENCE**

As above.

### **2) APPOINTMENT OF SECRETARY FOR THE ANNUAL MEETING**

Sarah Taylor is secretary for the PPC. Jo asked Sarah if she would take the Minutes for this meeting and this was accepted.

### **3) MINUTES OF THE 2019 ANNUAL VESTRY MEETING**

#### **a. Approval**

There were no amendments.

Proposed: Sally Haughton-Brooks; Seconded: Mike Vine; Majority in agreement

#### **b. Matters Arising from the Minutes**

None.

### **4) ELECTION OF CHURCHWARDENS**

**4.** Jo thanked David Wild and Emma Johnson for taking over as Churchwardens and for their 1 year of service. David is to carry on as Churchwarden. Emma Johnson is stepping down.

#### **5.**

##### **▪ David Wild**

Proposed: Sarah Taylor

Seconded: Maureen Fawcett

Vote in agreement: All

##### **▪ Sally Haughton-Brooks**

Proposed: Maureen Fawcett

Seconded: Sarah Taylor

Vote in agreement: All

Jo invited them to sit up front and then we prayed for our new Churchwardens.

Annual Vestry Meeting formally closed.

## **2020 ANNUAL PAROCHIAL MEETING**

### **1. APOLOGIES FOR ABSENCE**

As above.

### **2. MINUTES OF THE ANNUAL PAROCHIAL MEETING 2019**

#### **a) Approval – There were no amendments**

Proposed: Steve Vickers      Seconded: Deb Vine

All in Agreement

#### **b) Matters Arising from the Minutes**

None.

### **3. ELECTORAL ROLL – OFFICER’S REPORT**

This year we have had to compile a new electoral roll in compliance with the rules and regulations set out by the Church of England. Last year we had 123 people on the electoral roll, 6 people have come off and we have 16 additions, bringing the membership list to a total of 133. Jo thanked Raynor Brown for her doing this.

#### **a) Treasurer’s Report – see attached. Appointment of Independent Examiner Donnelly Bentley is the Accountants, who we have used for several years.**

Proposed: George Smith; Seconded: Deb Vine; All in agreement

#### **Any questions**

There were no questions.

Jo thanked George for all his hard work in keeping the church and Footsteps accounts.

### **5. CHURCHWARDENS REPORT**

Please see APCM Report booklet.

### **6. BUILDING REPORT**

Please see APCM Report booklet.

### **7. DEANERY SYNOD REPORT**

Please see APCM Report booklet.

## 8. SAFEGUARDING OFFICER'S REPORT

Jo thanked Michelle for helping us keep the church as a safe environment for us all. Steph Noden will be taking over the role as our Safeguarding Co-Ordinator.

Steph read out the policies:

- 1) Policy Statement on the safeguarding of children and young people in St. Andrew's Parish
- 2) Policy Statement on the safeguarding of adults in St. Andrew's Parish.

These policies were agreed by the PCC in March of last year. They will be reviewed at our first PCC Meeting in March and any changes will be brought to us. The booklet will be at the back of church.

Jo welcomed and thanked Steph as the new Safeguarding Co-ordinator Officer.

## 9. REPORTS FROM DIFFERENT CHURCH GROUPS AND ORGANISATIONS

All are in the APCM Report booklet. Jo thanked everyone for their reports.

## 10. ELECTIONS AND APPOINTMENTS

### A) Parochial Church Council Members

Jo thanked those members of the PCC who were stepping down this year:

- 1) Maureen Fawcett
- 2) George Smith
- 3) Joyce Herdson
- 4) Emma Downes

Members coming off the Deanery Synod

- 1) Darren Samuels
- 2) Lindy Bladen

Jo thanked Deb Vine, Lindy Bladen and Darren Samuels for being on the Deanery Synod for the past 3 years.

We have 4 people coming forward for 3-year term on the PCC:

- 1) Raynor Brown

- |                                 |                           |
|---------------------------------|---------------------------|
| Proposed: Sally Haughton-Brooks | Seconded: David Wild      |
| All in agreement                |                           |
| <b>2) Bradley Latham-Holt</b>   |                           |
| Proposed: Sarah Taylor          | Seconded: Garry Taylor    |
| All in agreement                |                           |
| <b>3) Emma Johnson</b>          |                           |
| Proposed: Sally Haughton-Brooks | Seconded: Maureen Fawcett |
| All in agreement                |                           |
| <b>4) Carroll Cummings</b>      |                           |
| Proposed: Jo McKee              | Seconded: David Wild      |
| All in agreement                |                           |

With our Electoral Role being over 125 people, we are now able to have 4 Deanery Synod representatives:

- |                            |                           |
|----------------------------|---------------------------|
| <b>1) Deb Vine</b>         |                           |
| Proposed: Maureen Fawcett  | Seconded: Simon Trewartha |
| All in agreement           |                           |
| <b>2) Sue Hampson</b>      |                           |
| Proposed: Jo McKee         | Seconded: Sarah Taylor    |
| All in agreement           |                           |
| <b>3) Jayne Holden</b>     |                           |
| Proposed: Sandra Rowbottom | Seconded: Maureen Fawcett |
| All in agreement.          |                           |

We still have one vacancy if anyone is interested please contact Jo McKee.

#### **b) Appointment of Side people/Deputy Wardens**

Under new 2020 Church Representation rules sides persons will be approved in the first PCC Meeting after the APCM.

Deputy Warden: Emma Johnson

Sides People nominations received: Deb Vine, Sue Hampson, Jayne Holden

Sides people to be approved at the next PCC meeting.



Jo thanked all of this year's Sides People and Deputy Wardens:

Sally Haughton-Brooks

Sandra Smith

Stephen Vickers

Raynor Brown

Sheila Roberts

Stephanie Noden

Diane Moran

Jennifer Tomlinson

Sandra Rowbottom

Mel Meltham-Duff

Louise Righini

#### 11.ANY QUESTIONS

There were no questions from the congregation.

#### 12.APCM DATE FOR NEXT YEAR

Sunday 2<sup>nd</sup> May 2021 at 10 am as this is a Bank Holiday weekend this will be discussed and put on the next PCC Minutes.

### 3. Proposed 2021 St Andrew's PCC Membership list

#### **Ex-officio Members:**

1. Priest: Rev Jo McKee
2. Church Warden 1: David Wild\*<sup>1</sup>
3. Church Warden 2: Sally Haughton-Brooks\*
4. Reader 1: Mike Vine
5. Reader 2: Bob May
6. Reader 3: Dave Roberts
7. Employee: Abby Latham-Holt
8. Employee: Julie Macauley
9. Employee: Karen Ramsay
10. Gill Ellis (Head teacher of St Andrew's Primary)

#### **Elected Members (Max 12 positions):**

1. Brad Latham-Holt (PCC Treasurer)
2. Carroll Cummins
3. Gemma Roberts
4. Sheila Roberts
5. Sarah Taylor
6. Diane Moran
7. Craig Giles\*
8. Hannah McKee\*
9. Elizabeth Wainwright\*
10. Simon Trewartha\*
11. Harishchandra Patel\*
12. TBC

#### **Deanery Synod Reps:**

1. Sue Hampson (PCC Secretary)
2. Deb Vine
3. Jayne Holden
4. Raynor Brown

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<sup>1</sup> \*TBC through election at this APCM

**Safeguarding Co-Ordinators:** Stephanie Noden

**Electoral Roll Officer:** Raynor Brown

**Standing Committee** is required by Church Governance and so after the April APCM I shall reinstate the Standing Committee as Vicar, Churchwardens, Treasurer, PCC Secretary, and 2 PCC members.

## **4. 2021 Nominations for PCC**

### **Church Warden nominations**

David Wild

Sally Houghton-Brooks

### **New PCC member nominations**

Craig Giles

Hannah McKee

Elizabeth Wainwright

Harishchandra Patel

Simon Trewartha

## 5. St Andrew's aims and Mission Action Plan

### St Andrew's Aims:

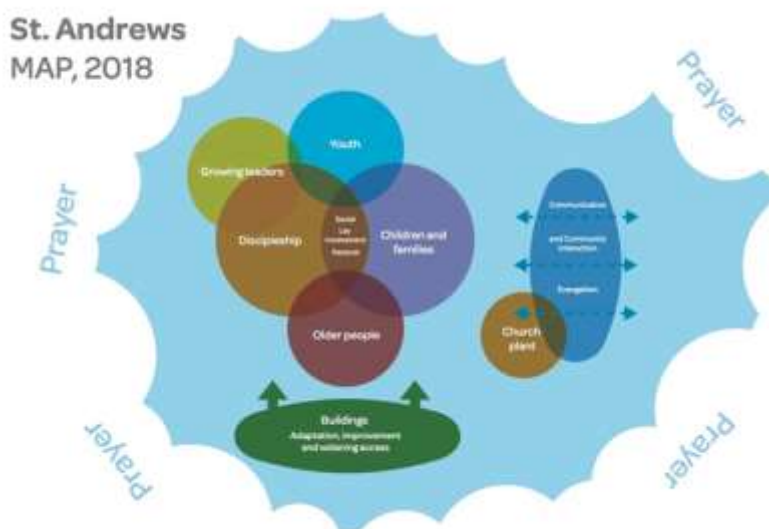
- Knowing and making known the God who is love:



- Reaching People for Christ Jesus
- Equipping the believers
- Growing leaders

### Mission Action Plan (MAP) Priorities<sup>2</sup>

1. Buildings for ministry: Exploring the purchasing of the St Andrews building and the renewal of the footsteps building.
2. Grow homegroups / life groups / discipleship
3. Midweek All Age Service
4. Church Plant on the Coronation Estate



<sup>2</sup> These were formally submitted to Manchester Diocese in 2018 and will be reviewed in light of the pandemic.

## 6. Vicar's reflections

### Reflections on God at work in the life of St Andrew's during 2020

#### Brand New ministries in response to this COVID Season:

- 2 Online Sunday Services: 945 Kids Service & 1030 Morning Worship
- 3 weekly daily offices: Morning Prayer (MP), Evening Prayer (EP) and Night Prayer (NP) – mainly led by lay people.
- Tech Team established
- Live streaming from the building with an established following on Facebook (FB) & YouTube
- Weekly discipleship evening: x3 courses in 2020 with between 15-30 people attending, ages ranging from 15-86.
- Online Youth Group who met twice a week.
- 2 Prayer Days: Produced 2 prayer booklets as aids to the days.
- Weekly 'Church Update Email' instead of the weekly paper news sheet. This has a Biblical reflection and prayer responses for people to engage with as well as being our main source of communication.

#### God at work in people's lives

- 124 households have now registered for our weekly 'Church Update Email'
- 80 children and young people: Connecting with them regularly.
- 13 new volunteers have started leading services, recording prayer, scripture readings and response activities (people have never led in the church building)
- Youth Group: Regularly lead Night Prayer, Sunday prayers and readings, and organised and facilitated an Online Kids Christian Holiday Club.
- Official Ministry Training: Local Ordination and Church Army training started for 2 church family members.
- 2 new vocation enquiries
- 3 people exploring ALM ministry having been significantly involved in church life since the first lockdown.
- One of our Church Wardens was employed as an after school club manager in our Church School.

- New 2020 treasurer (in his 30's) who has learnt the role through this Covid season. Also a new Gift Aid volunteers is now established in their role.

### **God at work in mission**

- CAP Job Club transferred online and now we have employed a CAP Job Coach.
- Emmanuel Community (new worshipping community) has now been invited to plant into Radcliffe Primary School and is now established within the Manchester Diocese 'Antioch Network' as Emmanuel Community Church.

### **God's provision**

- Financially stable: Paid last year's Parish Share in full and will be able to do the same again this year, even with the percentage increase.
- Increased giving: Moved most people from the envelope scheme to Standing orders.
- Ended the year in a better financial position than the previous year.
- Footstep Nursery (Church nursery)
  - Still financially secure
  - Paid staff in full throughout the crisis.

### **The things as church leader that I'm lamenting over:**

- Funerals for church family members
- Funerals
- Missing the kids, not seeing them in the same way as adults
- Missing being with the church family
- Sharing communion

### **Things as church leader I'm praying about:**

- When we will be able to reconstruct 'church'?
- How will reconstruction happen?
- I wonder what St Andy's will look like after this dispersed time as it's not going to look the same as before.

## 7. Annual Reports: January - December 2020

### **Godly Governance**

- Church Wardens Report
- Financial Report
- Mission Partners Report
- Building & Grounds report
- PCC Secretary's Report
- Deanery Synod Report
- Safeguarding Report

### **Knowing and making known the God who is love (worship)**

- Worship during the pandemic
- Tech Team
- Readers Report

### **Reaching people for Christ Jesus (mission)**

- Emmanuel Community Report
- Footsteps Report
- Schools ministry report
- CAP Job Club Report

### **Equipping the believers (discipleship)**

- Lighthouse Sunday Groups report
- Normal church Activities
- Youth Group Report
- Discipleship Evening Report
- Connect Groups Report

### **Growing leaders**

- Ordinands Reports
- Church Army Report

### **Building Community**

- Quiz Night Report



## 8. Godly Governance

### **Church Wardens Report**

Due to the Covid pandemic there has been very little happen in the Church this year. As Church Wardens we have ensured that all inspections have been completed as required. We have had the fire extinguishers checked, the lightning protection system inspected, the boiler serviced and PAT electrical testing completed.

In April, with the help of volunteers from the church family, we removed a number of the pews and stored them in the side chapel, this was to ensure that all seating was 2 meters apart. We also marked the remaining pews with tape so that anyone attending services (when permitted) could be safely sat apart as per government guidelines.

The Church has also been set up with the appropriate equipment to allow services to be broadcasted live. All this equipment was included in the PAT testing. Not only is this equipment being utilised weekly it also enabled the church to broadcast services over the Christmas period.

Moving into 2021 we have scheduled various work and repairs as appropriate.

*David Wild & Sally Haughton-Brooks*

### **Financial Report**

**Year ended 31<sup>st</sup> December 2020**

The Accounts for 2020 have been independently examined by Donnelly Bentley Ltd and submitted for the approved of the PCC on 20 April 2021. A copy is provided as an appendix to this report, together with a copy of projected General Fund income and expenses for 2021. Please contact me if you have any questions.

I would like to thank the PCC and others who have given me support over the past year. A special thank you goes to Diana Harrison who has helped with banking the cash, cheque & envelope collections while we have been in lockdown. I'd like to mention the support we have also had from Ruth Giles for handling all gift aid claims, and Karen Ramsey for accounting Footsteps.

St Andrew's financial position has generally remained relatively healthy over the year with some increased giving, fundraising support and ongoing commitment to the mission of the church both locally and in supporting organisations working further afield.

- We projected £5,255 for our 2020 Giving figure – £5,045.49 is the total amount we gave in 2020
- We project £4,820 for our 2021 Giving figure – It is slightly lower to reflect significant givers having moved on

### **Parish Share**

- Our 2020 parish share was £34,250 – And it's great that we were able to pay it in full, for the Fourth year in a row.

This has been helped by having a reduced Parish Share and we are grateful to the Diocese for this concession.

### **Gift aid**

- £12,770.66 has been claimed through gift aid in 2020 – over £1,000 a month really makes a huge difference to our financial health
- Thanks again to Ruth Giles for learning this system and claiming these amounts for us.

### **Church Building expenditure:**

- We spent £245.37 for the reopening of church to be covid friendly in July: hand sanitiser, dispensers, steward gear, signage, tape etc.
- Heating bills have unfortunately stayed high, due to us still running our services and with the added necessity of having the doors open throughout all winter and the system on anti-frost
- We have broadcast live since September and invested in equipment, and subscriptions, having spent over £1,000 so far in 2020 and have

the scope to invest into more hardware and continue to run our subscriptions.

### **CAP Job Club Expenditure**

- The CSA have granted us a total of £28,590 over three years to fund our CAP (Christians Against Poverty) Job Club. £8,840 a year which allows the Job club to be managed, along with two other members of part time staff and the volunteers. This first year included an extra £2,070 to provide modern I.T equipment, laptops, printers and such.

### **Footsteps – St Andrew’s Pre-School Playgroup**

Footsteps is in a stable financial situation which has enabled us to moderately increase staff wages. However, during the Covid crisis we have had to eat into the Footsteps reserves so that the staff could be paid in full when there was full lockdown. In Lockdown 3 we were able to furlough some of the staff and save additional costs. There is continuing concern over the limited remaining life Footsteps building.

### **Potential for the Vicarage**

St Andrew’s Vicarage continues to be owned by the Diocese of Manchester and the diocese, and due to financial pressures, they are going to sell the vicarage as it is no longer deemed ‘fit for purpose’.

Over this next year we will need to think creatively about how we facilitate mid-week ministry and Lighthouse groups on a Sunday morning.

### **In Conclusion**

I thank God that He enables us all to worship Him in our giving, both financially and with our time and abilities, and I thank all of you who give to support the life of the Church which has made my job as treasurer less stressful. The Church family and beyond really get on board, and this is such a blessing! I’d like to give a huge thanks to George Smith for my many remote learning sessions over zoom, trips to my letter box with mail still addressed to himself, and hundreds of answered emails. His patience and support to me has been amazing, as has his service for St Andrew’s is very admirable.

Having learned the system now, I've been talking about breaking the financial roles down for the benefit of the Church going forward, I'd love help with the following in the immediate future please

- Buying - someone creative who likes to get deals, work with parish buying and has vision for the church's future, someone who would like to encourage fund raising and things similar
- Wages – someone computer literate who would like a little job which bridges the people we employ and HMRC, couple of hours a month

Please contact me on the following if you're interested  
07958129314, [treasurerstandrewsradcliffe@gmail.com](mailto:treasurerstandrewsradcliffe@gmail.com)

*Brad Latham-Holt, Hon. Treasurer*

### **Mission Partners Report**

As a PCC we continue to financially support Open Doors, CAP (Christians Against Poverty) and Mission Direct. In the year to come we shall be examining our giving, to make sure we are giving 10% of our income, and also reviewing our mission partners as the PCC agreed to do this every three years.

*Jo McKee*

### **Building and Grounds Report**

Due to the Covid Pandemic there were no building works carried out during 2020, all building work has been scheduled for 2021 once restrictions were lifted. The grounds continue to be maintained as required, the Church family would like to pass on our thanks to the gardener/grounds person.

*David Wild*

## **PCC Secretary's Report**

I took over this role following Sarah Taylor's decision to step down. The PCC thanked her for all the hard work she had done on their behalf and I thank her for continuing to help out when needed in preparing documents for the PCC during the year.

The PCC has continued to meet online via zoom each month from 7.30pm – 9.30pm. It has taken some time to get used to meeting and discussing online, but it works well and has been good for those with young children as they can still attend if there are childcare issues.

Currently we have 18 members on the PCC, including the Vicar and 3 Deanery Synod members. The average attendance has been approximately 12-15 each meeting.

We open the meeting with a prayer. We are given an Agenda and relevant documents by email before the meeting so we have an idea of what will be discussed. The topics have included:

- Services online/engagement with our church family
- The same of the vicarage
- Finances
- Setting up of Emmanuel Church
- Church Building
- Buying equipment for online services

We normally end the meeting with a closing prayer.

We have also attended a training session on the function of the PCC and making meetings which was very helpful.

Steph Noden, Nicola Smithies, Karen Ramsay and Danielle Halton will be coming off the PCC this year. We are grateful to them for their time and what they have done for the PCC and would like to thank them.

*Sue Hampson*

## **Deanery Synod Report**

The Radcliffe and Prestwich Deanery Synod is made up of clergy and lay representatives from all churches throughout the deanery. We meet several times per year to discuss various issues our churches face today. Our current representatives are Rev Jo McKee, Sue Hampson, Jayne Holden, Raynor Brown and Deb Vine.

The meetings have been held via zoom during lockdown. We have been able to share our different experiences, good practice and ideas to support each other in the challenges we've faced whilst continuing to deliver services in their various forms.

Discussions have been held with regard to our missional communities and the proposed vision for the future. We've discussed our concerns for changes to come and what this will mean for our communities. Changes will bring new challenges for our individual churches which our PCC have recently discussed. Parishes are currently struggling financially to maintain its current position, therefore changes within the diocese need to happen. The diocese is currently taking measures to restructure the smaller deaneries making them into much larger deaneries. This will mean our new deanery will stretch from Prestwich to Burnley.

A full-time Area Dean has recently been appointed to bring us together and coordinate the changes in bringing our resources together.

Please hold our deanery in prayer as the number of stipendiary vicars are reduced over the coming years and pray that we will be creative in ways to support and maintain the life of our individual churches.

*Deb Vine*

## **Safeguarding Report**

I took up the role of safeguarding officer in 2020 and there have been no incidents reported or actions taken.

And as always, thankful for Rev Jo's support, knowledge and encouragement.

*Stephanie Noden*

## 9. Knowing and making known the God who is love (worship)

### **Worship during the pandemic**

The pandemic and the suspension of services in the building required us to move to worshipping online and also to facilitate private worship to those who don't have the internet. We moved from 2 Sunday services (9am & 10.30am), 1 midweek service (4.30pm) to:

- Sundays: 9.45 Kids & Family & 1030 Morning Worship
- Midweek Prayer: Tuesday, Thursday & Friday.

Each week the sermon and the *Church Update Email* is printed out and sent to people who don't have access to the internet.

In terms of making all the Sunday and midweek services happen, we now have just under 40 volunteers who led, preach, read the scriptures, lead the prayers and record activities. Thank you to everyone who has contributed during this time.

*Jo McKee*

### **Tech Team**

From March until October all the Sunday services were broadcasted from St Thomas' vicarage, home of Rev Jo McKee. As a PCC we had recognised that having an online presence was a positive way of reaching out to those who might find coming into an unknown environment helpful. Therefore, we wanted to prepare to broadcast from the building, thus starting to take steps towards a new normal.

A tech-team was formed and a huge thank you to Craig Giles, Harish Patel, Brad Latham-Holt and Bob May for facilitating live-streaming from the building. A huge thank you to everyone who contributed financially towards the purchasing of all the equipment.

*Jo McKee*



## **Readers Report**

The three readers, Mike Vine, Bob May and Dave Roberts, have been active this year, mostly online and some in St. Andrews building. We have been leading prayers, weekly services and preaching and leading services in the building. Thank you all of you who have been supporting us with your prayers.

*Dave Roberts*

## 10. Reaching People for Christ Jesus (mission)

### **Emmanuel Community Report**

Emmanuel Community is a new church plant on the Bolton Road estate. It is a fresh expression of church with a relaxed friendly style. We sit round tables and listen to music, watch videos, listen to stories of Jesus and have a “thought for the day” where we think about how the story applies to our lives. The children have crafts and play outside. As soon as we are permitted we will be serving hot drinks and a buffet style lunch.

In Lockdown, when we couldn’t meet physically, I put weekly videos onto Facebook, with a short message, song and a prayer. We watch them together on a Sunday evening which brings us a sense of community. I received a text saying, “Cheers Julie, enjoyed the video last night, made me think about my relationship and path with Jesus.”

In the summer we had a picnic in the park. It was a beautiful day, and we all enjoyed the fellowship. As lockdown relaxed last year, we received the news that we couldn’t continue to use our usual venue, but in December, we had the great news that we could use Radcliffe Primary School. God had answered our prayers! In December we met there for our Christmas Get-Together which was great fun, very festive with a simple message. We have just held our Easter Get-Together and we are planning to meet monthly in the future on the first Sunday of each month.

Please pray that our congregation will grow in numbers, but more importantly that they will grow in their relationship with Jesus and know God’s peace, fullness of healing and freedom in their lives. Thankyou.

*Julie Macauley*

### **Schools Ministry Report**

During this year both Abby and I have not been able to go into our local schools to lead assemblies. However, we have been able to record special assemblies at significant seasonal times.

Our local headteachers, Gill, Ruth and Alyson have done an amazing job of looking after our children and facilitating their continued learning. Let us continue to pray for them as their environments continue to change in accordance to changing restrictions.

*Jo McKee*

## **Footsteps Report**

**Staff Team** – Karen (Manager), Michelle (Deputy Manager), Louise R and Ella (3<sup>rd</sup> in charge), Sheila, Yvette, Louise Mc and Charlotte. We welcome Sarah who has taken over the role of keeping Footsteps tidy as Emma has found a new employment in a hospital following her dreams. We give thanks to Emma for her commitment and wish her well in her new career. We are sorry to lose a very dedicated Treasurer, George Smith and cannot thank him enough for his many years of service and support to Footsteps and the whole staff team. We wish George all the best for the future. We have welcomed Brad's support this year and look forward to working with him to oversee our accounts going forward.

**Training** – Statutory continuous professional development (CPD) was suspended due to COVID-19, however staff have been able to access online learning throughout the pandemic to brush up on their skills and prepare for the changes to the early years foundation stage (EYFS) framework which come into effect in September 2021. As a team we continue in our commitment and determination to be the best that we can be and offer a quality provision to each and every child and family.

**March 2020 to September 2020** – this year has given us and many others lots of challenges due to COVID-19. We closed on 23/03/20 and re-opened September 2020 for the new Autumn term. We were sustained by a £10,000 government grant so were relieved that we did not have to furlough any staff during this period.

We were able to re-open and remain so from September 2020 up until present. More recently we have furloughed a few staff members due to various reasons but have been able to host most of the children and their welfare/care requirements.

**The Building** – Minor repairs have been carried out over the last year; the outside of the building has been painted, some fencing has been treated, water heater repair, new convactor wall heaters and the consumer box has been serviced.

Our outdoor play space needs a revamp! Any budding planners out there? A new building has been on our 'wish list' for a number of years and for the welfare of our staff and children this is a necessity and a priority. We are looking forward to working more closely with the PCC to help us secure the future of Footsteps for the local community. We do have the support of Les, our new 'handy man' and lives local, to help us with little jobs and repairs. He is making some planters for the children and 'Aunties' to be able to grow a wider range of fruit and vegetables as part of our gardening project. Footsteps is forever grateful for the continuation of the £50 monthly donations received from the PCC which will help to boost our building fund. Thank you.

**Children/Families** –We have 28 children currently on role and a healthy waiting list, still received enquiries from word-of-mouth recommendations and The Bury Directory website. We have good school links with Mrs Ellis, Headteacher of St. Andrew's CE VA Primary School and the nursery staff, St. Andrew's Church, other agencies including social care, speech and language, the 'Brush Bus', child development centre, Bury (CDC) and the local authority.

Footsteps continues to offer funded places to 2, 3 and 4 year old children. Our vision for the future is for as many children to attend Footsteps as possible and for families to be welcomed into our Church family. Our vicar Jo McKee is the Chairperson of our Footsteps committee and has been on hand to support staff and families throughout the coronavirus pandemic.

**Registration** – Inspected by Ofsted on 13<sup>th</sup> March 2019 – Grade awarded 'Good'.

We give thanks for the PCC and the Church congregation for their continued prayers and support.

*Karen Ramsay, Footsteps Manager*

## **CAP Job Club Report**

In partnership with St Andrews, Emmanuel Community Church runs a Christians Against Poverty (CAP) Job Club. Where we run the excellent “Steps to Employment” course. The course covers the subjects of finding your motivation, overcoming obstacles, discovering your strengths, writing CVs and applications, succeeding in interviews and getting ready for work.

We also offer one to one coaching and we build a sense of community where everyone feels welcome and encouraged.

During Lockdown we decided to run our courses online, which has gone really well. During this difficult year we have kept in contact with all our members and delivered food parcels when people were struggling financially.

We plan to run our next offline course in September at Radcliffe Primary School. We will have our usual Kids Club run alongside it for parents to bring their children to while they attend.

Please pray that we will be able to publicize our Job Club well locally and that it will be well attended by local people. Thank you.

*Julie Macauley*

## 11. Equipping the believers (Discipleship)

### **Normal Church Activities**

In a normal year we would have reports from groups such as:

- Tuesday See & Know
- Oasis
- Who let the dads out?
- SALT (St Andrews Ladies Together)

With all the covid restrictions these church groups have not been possible this year. As we return to some kind of 'normal', we will have the opportunities to review and re-establish groups, making sure they all have a Christ centred missional focus.

### **Tuesday See & Know**

I would like to say a huge thank you to Pam Nicholson who has been part of the Tuesday See & Know ministry for such a long time, and who has also led the ministry for the past few years. Pam is now taking the opportunity to step down from this ministry role and she will be greatly missed.

Please pray for us as we plan for the future, and for this ministry to continue.

*Jo McKee*

### **Lighthouse Sunday Groups Report**

During this covid season it has not been possible to physically hold Lighthouse Sunday groups. However, throughout 2020 Ann Graham, Nicola Grindrod, Sally Haughton-Brooks and Abby Latham-Holt kept in touch with See & Know and Explorer members by sending out parcels at different seasonal times:

- Easter
- New school year
- Christmas

We have sent things out to over 80 children and young people.

Please do pray for us as we discern how we encourage children, young people and families to return to worshipping together, especially with not having the vicarage as the Lighthouse base.

God is good all the time, all the time God is good and we trust that he is inviting us to do new and exciting things for children, young people and families.

*Jo McKee*

## **Youth Group Report**

We have seen this year take us to a place I never would have known to prepare for! But our youth are still growing, and nurturing their relationship with God, in the midst of confusion!

We have changed and adapted our youth groups so much over lockdown, we started off with a boys youth & girls youth on a Wednesday evening on zoom (everything we do is on zoom), as well as youth alpha on a Sunday evening open for everyone which would usually hold more as a youth celebration event which all youth from Radcliffe & Bury are invited. We have also had a Friday night pool tournament and games nights.

We have been digging into God's word and unpacking it alongside teaching I create as well as different courses. As youth alpha finished we kept our Sunday evening celebrations and Wednesday searchers on for the next year exploring different courses: Youth alpha, Youth freedom in Christ, Your story, Youth for Christ leadership course, Leading like Jesus, The Prodigal God, The Well-Being Journey Youth, We have actually had a busier year than we usually do just gathering on a Sunday morning and for youth celebrations once a month when we gathered in person.

One thing we have felt as a youth team that has worked really well has actually been teaching online the whole thing! Even though some people can feel intimidated at first by being on camera, actually our youth have grown closer, been vulnerable with each other and before Jesus, they have

been able to really commit to intentionally growing their secret life with God. It has definitely brought them into a deeper reliance and intimacy with God, turning to him because they had no 1 else. To see the faith, grow in this group has been the highlight of my year! To see teenagers, know Jesus and explore things God is calling them to already is absolute gold dust!

We explored Leadership and how Jesus leads & disciples this is where they stepped WAY out of their comfort zone and stepping up, exploring their leadership skills and created the October Narnia holiday club for our younger church family members and beyond! Something I could never have imagined happening with the little time we spent in church before lockdown.

This youth are mighty prayer warriors, they have really developed intentional patterns of prayer time! They pray and listen to God and then step out and do what they sense he is saying, for example, one of our youth set up a Christian union for years 7 & 8 in school, they have prayed intentionally over the phone with each other for their friends, they have invited friends to our online youth group, they have had the most amazing conversations with people at school about Jesus! God has really blessed this group, as for us as leaders we stand in awe and pray to be just as fearless as this brilliant group.

Thank you to our lovely leaders throughout this lockdown! You're amazing and we have been blessed to have you ALL: Sue, Bob, Julie M, Dylan, Stuart, Craig Holden, Eileen, Sally, Jo and Hannah.

*Abby Latham-Holt*

## **Connect Groups Reports**

### **Connect Group hosted by David and Eileen Middlefell Report**

Our group of six meets each Tuesday from 7:30pm to 9:30pm at our house, but then changed to Zoom meetings because of the pandemic so we were able to continue learning together and supporting each other.



We have been using the Life Builder Bible studies. We choose as a group the topics we would like to study, and up to now we have studied “Women of the Old Testament”, “Growing Older and Wiser”, and Listening to God”.

We joined with Jo for The Bible course and for Alpha and hope to be doing the Wellbeing course next.

We would like to encourage people who are not currently in Home Groups to join us, or to join one of the other Home Groups. It is really good to meet in small groups to get to know each other, and to learn together. We pray for each other which is really important and these prayers have helped to strengthen each of us.

*Eileen Middlefell*

#### Connect Group hosted by Simon Trewartha

in common with many other folks our Thursday Home Group has had to adapt to challenging circumstances. We have met at the Forster’s home up to Covid for around two decades with myself at 65 being the young whippersnapper!

Enduring friendships have been made over that time. Over the last year Joyce has been at the hub of telephone support. There have been some health issues but we look forward to meeting again in the not too distant future to once again enjoy Alan and Joyce’s hospitality.

I would like to take this opportunity to give praise to all the good works my friends have undertaken over the years within the St Andrews family.

Yours in Christ

*Simon Trewartha*

#### Thursday’s Connect Group hosted by Deb and Mike Vine

Our home group has continued to meet weekly on zoom throughout lockdown. Starting the year with 2 separate groups running on a Tuesday and Thursday we quickly came together as one group. We are now a group of 8 as a couple of extra people joined us, all attending each session on Thursdays. During the year we have grown closer to each other as we’ve studied and prayed together. Each member has contributed to the discussions as we’ve followed the courses. We’ve learnt more about ourselves as disciples of Christ and what that means for us in our daily lives.

Praying for each other on a weekly basis, has meant that we have helped and supported each other throughout the week both in the good weeks and the more difficult weeks. Our meetings have been supported by our WhatsApp group; it has been a place where we've been able to keep in touch during the week, share scripture verses, simply delight in the beautiful day or ask for prayer for particular circumstances. We have all had prayers answered so have had many reasons to give thanks together and share in each other's answered prayers.

*Deb Vine*

### Wednesday's Connect Group hosted by Sheila and David Roberts Report

Our small group has been supporting each other through the year through WhatsApp, phone calls and socially distanced meeting when we can. We have a Wednesday morning WhatsApp prayer meeting for over 30 mins ending in the Lord's prayer (usually with a few repeated lines).

*Sheila Roberts*

### Discipleship Evening Report

After Easter we started the Bible Society Bible Course. This lasted for 8 weeks and we had between 15-25 people on these sessions. Collectively we decided to continue digging deeper into our faith on a Tuesday night and we have since covered a number of different courses:

- The Bible Course
- The Prayer Course
- The Discipleship course

This Tuesday night, discipleship evening continues into 2021. I've really enjoyed hosting and see people grow in their faith.

*Jo McKee*

## 12. Growing Leaders

### Ordinands Reports

#### **Layfetta Masih**

Layfetta completed her ordination training at St Mellitus and her placement here at St Andrew's and was licensed to the West Bolton Team in July. She was ordained a Deacon in September at Bolton Parish Church.

#### **Bob May**

I began a programme of training for ordination in September 2020 with All Saints Centre for Mission and Ministry. In September All Saints will be joining together with St Mellitus and other centres to become Emmanuel Theological College. Covering the six NW Dioceses it will be the principle centre of ministerial training.

I'm studying for a Postgraduate Diploma in Theology, Ministry and Mission, awarded by Durham University, with all teaching currently via Zoom. This has included days and weekends, which together with reading and writing equates to about 20 hours / week, or three working days.

So far I have undertaken modules in:

- 'The Bible and Christian Faith' which looked at the book of Jonah and Mark's gospel;
- 'Jewish-Christian-Muslim Relations', which included virtual visits to a synagogue and a mosque;
- Pastoral Care;
- Marriage & Baptism; and
- Black Lives Matter.

Throughout the course I will be on placement and because of C-19 I have remained at St Andrew's as my 'home church', under the excellent supervision of Jo.

Part of being on placement is to take a full and active part in the life of the church, which as well as being life affirming, gives me the opportunity to relate my studies to my practice. The church family are, therefore, an important part of my ordination journey and I'm incredibly grateful for all the encouragement and prayer support I receive.

*Bob May*

## **Church Army Report**

Church Army is an evangelistic organisation and mission community founded in 1882 in association with the Church of England.

In September I began my training with Church Army. It has been great to be part of this welcoming supportive community. I am learning about theology, and how to apply it to my ministry in a practical way, helping me to grow in confidence and learn new skills. It is all interesting, fun and relevant to my evangelism and pioneering work. Church Army give me great support. I am loving my training.

*Julie Macauley*

## 13. Building Community

### Quiz Night Report

We began a church family quiz back in Lockdown 1 and incredibly we have been quizzing together for over a year. To begin with, when the schools were off, Helen helped me organise a weekly Wednesday tea time kids quiz on Zoom and then the adults had their quiz in the evening. Over the course of Lockdowns 2 and 3 and with the return of children to school we have moved to a fortnightly Church Family quiz, still on a Wednesday between 7.30pm and 9.00pm.

It is now a well-oiled machine, with each weeks winners setting one of the 8 rounds for the following fortnight. Over the months we have grown into a quizzing community, with regulars and occasionals typically making up 4 or 5 teams each time.

As you'd expect from a church quiz we have featured rounds on the Bible, the CoE, church buildings and worship songs. And as you'd expect from a quizzing community based in Radcliffe we have had plenty of local knowledge rounds on local history, local food, places and sports teams.

The main thing though is that it has been a chance to come together, have some fun and just enjoy each others company.

Like many things started in Lockdown we hope to be able to continue it in some form - maybe even in person! Although if we do quiz in person we will have to find a way ensure that Steph can still rely on Ivan as part of heOr team once he's headed off to University.

*Bob May*

## Appendix 1: **Accounts**

**St Andrew's PCC, Radcliffe**

**Financial Statements  
Year Ended 31 December 2020**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF St ANDREWS PCC, RADCLIFFE.**

I report on the accounts of the PCC for the year ended 31 December 2020 which are set out on the pages aside.

### **Respective responsibilities of the trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

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

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

A J Donohoe  
DonnellyBentley Limited  
Chartered Accountants  
Hazlemere  
70 Chorley New Road  
Bolton  
BL1 4BY

Dated: 15 April 2021



**Saint Andrew, Radcliffe**  
**Funds - General Summary**  
for the year ended 31 December 2020

	31/12/2020 £	31/12/2019 £
<b>Unrestricted Funds</b>		
General Fund	25,783.10	18,012.84
Current Account	641.26	583.84
Deposit Account	28,877.74	19,200.21
Cash	91.10	93.29
Plus cheques received not yet banked	-	-
Less Cheques issued not yet banked	-	-
Less Outstanding Invoices/Commitments	- 3,827.00	- 1,864.50
<b>Total Unrestricted Funds</b>	<b>25,783.10</b>	<b>18,012.84</b>
<b>Restricted Funds</b>		
<b>Restricted Funds excluding Footsteps Playgroup</b>		
Central Board of Finance - Roof Fund Account	7,853.11	7,819.90
Central Board of Finance Fixed Interest Securities:- Income Generating	1,997.66	1,930.58
Legacy for General Building Work (decoration)	0.00	0.00
Harry Taylor Legacy Account (discretion of Vicar and Church Wardens)	624.96	624.66
Building Fund	17,317.25	16,103.73
<b>Total Restricted Funds excluding Footsteps Playgroup and CAP Job Club</b>	<b>27,792.98</b>	<b>26,478.87</b>
<b>St Andrew's Church Playgroup (Footsteps)</b>	<b>15,543.94</b>	<b>23,565.62</b>
Bank - Classic a/c	15,525.95	23,534.08
Cash	17.99	51.54
Less Outstanding Cheques	-	20.00
<b>St Andrew's CAP Job Club</b>	<b>11,515.50</b>	<b>1,393.00</b>
Bank account	11,451.46	1,375.40
Cash	64.04	17.60
Less Outstanding Cheques	-	-
<b>Total Restricted Funds</b>	<b>54,852.42</b>	<b>51,437.49</b>
<b>Total Net Assets</b>	<b>80,635.52</b>	<b>69,450.33</b>

	31/12/2020	31/12/2019
<b>Total Income and Expenditure</b>	<b>Income      Expenditure</b>	<b>Income      Expenditure</b>
General Fund	79,429      68,786	90,989      82,499
Building Fund	1,214      -	2,025      -
Harry Taylor Fund	0      50	1      50
Footsteps Playgroup	86,872      95,494	91,040      88,759
CAP Job Club	13,506      4,377	1,825      1,677
<b>Totals</b>	<b>181,022      168,706</b>	<b>185,880      172,986</b>
Note - These figures exclude transfers between funds and capital growth of investments		

**Financial statement for the Year Ending 31 December 2020**  
**General Fund Receipts and Payments Account**

<b>INCOME</b>	<b>2020</b> £	<b>2019</b> £
<b>Direct Giving</b>	<b>68,448</b>	<b>71,590</b>
Gift Aided planned giving	42,873	39,627
Income Tax Recovered	12,771	12,652
non-Gift Aided planned giving	4,132	5,973
Payroll Giving	864	550
Collections at Services	1,981	5,859
Other Services and General Gifts	2,959	1,793
SumUp Credit/Debit Card Gifts	70	368
On-line Gifts	987	1
Gifts and Collections for Particular Causes	1,811	4,767
<b>Investment Income</b>	<b>78</b>	<b>113</b>
Dividends & Interest	78	113
<b>Events &amp; Activities</b>	<b>7,074</b>	<b>6,011</b>
Bookstall	0	0
Bible Notes	273	163
Fund Raising events	742	779
Payments for Soul Survivor fees	75	1,389
Payments for New Wine 2020 fees	587	374
Who Let the Dads Out	7	52
Parochial Fees due to Parish	571	1,605
Parochial Fees due to the Diocese	4,819	1,648
Collections by Other Organisations at Church	0	0
<b>Other Income</b>	<b>3,829</b>	<b>13,275</b>
Legacies and Grants	3,052	6,217
Utility Bills Refunds	0	97
Donations towards Vicarage Expenses	0	0
Donations for Refreshments & Event Food	0	5
Sale of Fixed Assets	0	200
Insurance Claims	0	2,697
Other income	777	4,059
<b>Funds Transfer</b>	<b>647</b>	<b>3,604</b>
Transfer from Building Fund	0	3,250
Transfer from Harry Taylor Account (discretionary fund)	517	50
Transfer from CAP job club	130	
Transfer from Investments	0	304
<b>Total Income</b>	<b>80,076</b>	<b>94,593</b>

**Financial statement for the Year Ending 31 December 2020**  
**General Fund Receipts and Payments Account**

<b>PAYMENTS</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Mission and Charitable Giving</b>	<b>5,562</b>	<b>5,789</b>
Overseas Missionary Societies	2,686	2,600
Home Mission & Church Societies	2,360	2,520
From Collections and Donations for Specified Causes	0	619
Vicar & Church Wardens Discretionary Fund	517	50
<b>Relating to work of the Church</b>	<b>33,610</b>	<b>31,400</b>
Parish Share	33,610	31,400
<b>Salaries and Honoraria</b>	<b>4,970</b>	<b>1,447</b>
Payments for Staff other than the vicar	4,970	1,447
<b>Clergy &amp; Other Ministry Expenses</b>	<b>4,004</b>	<b>4,107</b>
Incumbents Working Expenses	4,004	2,098
OLM	0	0
Assistant Staff & Visiting clergy	0	2,009
<b>Mission and Evangelism Costs</b>	<b>2,978</b>	<b>4,209</b>
Alpha / Life Worth Living	0	0
See & Know (Tuesday Group)	67	0
Support & Educational Costs	224	213
Church Mission (Including CAP expenses)	789	270
New wine personal costs	1,478	0
New wine	410	0
Soul survivor		2,600
Soul Survivor from Personal Contributions		1,089
Who Let the Dads Out	9	38
Radcliffe Mission / Churches Together	0	0
<b>Church Activities and Groups</b>	<b>984</b>	<b>1,025</b>
Upkeep of Services	763	586
Refreshments & Event Food	117	341
Salt	0	78
Youth and Children's Church Groups	103	19
<b>Church running Expenses</b>	<b>14,945</b>	<b>17,707</b>
Heating, Lighting, Utility	4,703	4,246
Cleaning	914	1,610
Insurance	4,319	4,250
Maintenance	2,026	5,013
Publicity	244	20
Administration & Professional Costs	1,440	1,408
Upkeep of Churchyard	742	689
Others	557	472
<b>Cost relating to Trading</b>	<b>1,385</b>	<b>880</b>
Wedding fees etc to Diocese	1,232	751
Bookstall Expenditure	0	0
Bible Notes	153	129
Collections by Other Organisations at Church	0	0
<b>Governance</b>	<b>348</b>	<b>336</b>
Governance	348	336
<b>Major Capital Expenditure</b>	<b>0</b>	<b>15,599</b>
Church Building	0	15,599
Church Hall	0	0
New Build	0	0
<b>Loans and Transfers of money</b>	<b>1,558</b>	<b>2,295</b>
Transfer to Building Fund	35	0
Transfer to Footsteps Account	600	1,050
Transfer to CAP Job Club Account	923	1,245
<b>Total Expenditure</b>	<b>70,343</b>	<b>84,794</b>
<b>Total Income</b>	<b>80,076</b>	<b>94,593</b>
<b>Surplus / Deficit</b>	<b>Surplus 9,733</b>	<b>Surplus 9,799</b>
<b>Outstanding Financial Commitments at 31 December</b>	<b>3,827</b>	<b>1,865</b>
<b>Invoices and purchase expenses incurred</b>		
Upkeep of Churchyard		742.00
<b>Other Outstanding Committed Payments</b>		
Wedding / Funeral fees payable to the Diocese	3,587.00	897.00
Christmas collections for other charities	0.00	225.50
Emmanuel community church funds	240.00	0.00

**Balance Sheet**  
for the year ended 31 December 2020

<b>St Andrew's General Fund</b>		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	18,012.84	10,259.77
Add back outstanding invoices from previous balance sheet	1,864.50	118.84
Annual Surplus / Deficit	9,732.76	9,798.73
Less Outstanding invoices/commitments at end of year	-3,827.00	-1,864.50
Deduct for cheques received in 2018 but not processed at the bank	0.00	-300.00
<b>Balance carried forward</b>	<b><u>25,783.10</u></b>	<b><u>18,012.84</u></b>

<b>Building Fund Account - Receipts and Payments</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	16,103.73	17,328.93
<b>Income</b>		
Gift envelopes	768.00	1,229.00
Donations by Standing Order	400.00	180.00
Donations from Bookstall	0.00	0.00
Craft Sales and other fund-raising	0.00	79.61
Gift Day and Other Donations	0.00	500.00
Bank Interest	10.52	36.19
Transfers from General Fund	35.00	0.00
	<u>17,317.25</u>	<u>19,353.73</u>
<b>Expenditure</b>		
Transferred to General Fund		3,250.00
<b>Balance carried forward</b>	<b><u>17,317.25</u></b>	<b><u>16,103.73</u></b>

<b>Harry Taylor Legacy Account - Receipts and Payments</b>		
for the year ended 31 December (This is a Restricted Fund at the discretion of the Vicar and Church Wardens)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	624.66	673.34
<b>Income</b>		
	517	
Bank Interest	0.30	1.32
	<u>1141.96</u>	<u>674.66</u>
<b>Expenditure</b>		
Transferred to General Fund	517.00	50.00
<b>Balance carried forward</b>	<b><u>624.96</u></b>	<b><u>624.66</u></b>

<b>St Andrew's Church Playgroup - Footsteps</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	23,565.62	20,235.37
Add back outstanding invoices from previous balance sheet	0.00	0.00
Surplus (Deficit) for the year	-8,021.68	3,330.25
Less Outstanding invoices at end of year	0.00	0.00
<b>Balance carried forward</b>	<b><u>15,543.94</u></b>	<b><u>23,565.62</u></b>

<b>St Andrew's CAP Job Club</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	1,393.00	0.00
Add back outstanding invoices from previous balance sheet	0.00	0.00
Operating Surplus (Deficit) for the year	10,122.50	1,393.00
Less Outstanding invoices at end of year	0.00	0.00
<b>Balance carried forward</b>	<b><u>11,515.50</u></b>	<b><u>1,393.00</u></b>

# Saint Andrew, Radcliffe

## Summary of Investments (Legacies and other accounts) for the year ended 31 December 2020

	2020 £	2019 £
<b>Invested with the Central Board of Finance</b>		
Roof Fund Account (an unrestricted fund)		
124001633D B14742 Radcliffe PCC Roof Fund Account	7,853.11	7,819.90
Other Fixed Interest Accounts (income generating) Restricted Funds		
124001392F Consolidated (H Rothwell) General Purposes	<u>1,997.66</u>	<u>1,930.58</u>
	<b><u>9,850.77</u></b>	<b><u>9,750.48</u></b>
 <b>Invested in Britannia Building Society</b>		
Legacy for General Building Work (decoration)		
(Note: the 2018 figure only includes interest up to 2007)		
<b>Opening Balance</b>		294.45
Interest from 2007 to 2019 (net)		<u>9.41</u>
		303.86
Account Closed on 5th July 2019 * - withdrawn		<u>-303.86</u>
<b>Closing Balance</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
* Cheque paid into General Fund 9th July 2019.		
 <b>Royal Bank of Scotland Gold Deposit Account</b>		
Harry Taylor Legacy Account (Restricted Fund)		
Under the control of the Vicar and Church Wardens		
(see also under balance sheet)	<u>624.96</u>	<u>624.66</u>

St Andrews Radcliffe PCC  
**St Andrew's Church Playgroup - known as Footsteps**  
**Income and Expenditure**  
for the year ending 31st December 2020

	2020 £	2019 £
<b><u>Income</u></b>		
Fees / Dinner Club	86,084.30	89,389.69
Photos	-	262.00
Insurance Claims	-	-
Bank Interest	-	-
Donations	500.00	100.00
Fund-raising Income	152.00	779.00
Other Income	136.00	509.04
<b>Net Income</b>	<b>86,872.30</b>	<b>91,039.73</b>
Transfer - support from Church	600.00	1,050.00
<b>Total Income</b>	<b>87,472.30</b>	<b>92,089.73</b>
<b><u>Expenditure</u></b>		
Wages	78,521.32	71,468.78
HMRC (tax & National Insurance)	6,755.11	6,724.51
NEST Pensions	3,146.27	2,176.01
Teaching Resources	1,308.06	1,676.69
Admin Resources	435.25	705.28
Cleaning / Routine Maintenance	905.97	1,481.40
Refreshments	155.94	276.14
Training and Regulations	695.67	1,383.80
Electricity	1,304.90	708.24
Telephone	167.40	164.32
Building Maintenance	368.00	50.00
Insurance	744.28	739.98
Photos	-	40.00
Fund-raising Expenses	-	-
Reimbursement of Fees Overpaid	350.00	422.50
Other Expenditure	635.81	741.83
<b>Total Expenditure</b>	<b>95,493.98</b>	<b>88,759.48</b>
<b>Trading Surplus / Deficit</b>	Deficit - <b>8,621.68</b>	Surplus <b>2,280.25</b>
Transfer - support from Church	600.00	1,050.00
<b>Overall Surplus / Deficit</b>	<b>- 8,021.68</b>	<b>3,330.25</b>
<b><u>Outstanding Liabilities</u></b>		
Outstanding invoices / commitments	-	-
	-	-

St Andrews Radcliffe PCC  
**St Andrew's CAP Job Club**  
**Income and Expenditure**  
for the year ending 31st December 2020

	2020 £	2019 £
<b><u>Income</u></b>		
Standing orders	2,150.00	825.00
Other Donations	400.00	535.00
Fund-raising Income	46.44	285.21
Other Income	10,910.00	180.00
<b>Net Income</b>	<b>13,506.44</b>	<b>1,825.21</b>
Transfer - support from Church PCC	992.77	840.00
Transfer from General Fund - Other gifts less expenses	-	405.09
<b>Total Income</b>	<b>14,499.21</b>	<b>3,070.30</b>
<b><u>Expenditure</u></b>		
Wages (from 8th October 2019)	3,088.60	458.20
HMRC	620.60	73.20
NEST Pensions	-	-
Manager's personal expenses	134.99	182.80
Admin Resources	448.74	306.88
Publicity	5.00	-
Refreshments	2.00	15.64
Events	34.95	101.60
Training and Regulations	-	27.00
Room Hire	-	-
Fund-raising Expenses	-	-
Discovery Breaks (ended 2019)	-	80.00
Other Expenditure	41.83	431.98
<b>Total Expenditure</b>	<b>4,376.71</b>	<b>1,677.30</b>
<b>Surplus / Deficit</b>	<b>Surplus 10,122.50</b>	<b>1,393.00</b>
<b><u>Outstanding Liabilities</u></b>		
Outstanding invoices / commitments	-	-

**St Andrew's PCC, Radcliffe**

**Financial Statements**  
**Year Ended 31 December 2020**



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF St ANDREWS PCC, RADCLIFFE.**

I report on the accounts of the PCC for the year ended 31 December 2020 which are set out on the pages aside.

### **Respective responsibilities of the trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the Charities Act, to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

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

### **Independent examiner's statement**

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

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

A J Donohoe  
DonnellyBentley Limited  
Chartered Accountants  
Hazlemere  
70 Chorley New Road  
Bolton  
BL1 4BY

Dated: 15 April 2021

**Saint Andrew, Radcliffe**  
**Funds - General Summary**  
for the year ended 31 December 2020

	31/12/2020 £	31/12/2019 £
<b>Unrestricted Funds</b>		
General Fund	<b>25,783.10</b>	<b>18,012.84</b>
Current Account	641.26	583.84
Deposit Account	28,877.74	19,200.21
Cash	91.10	93.29
Plus cheques received not yet banked	-	-
Less Cheques issued not yet banked	-	-
Less Outstanding Invoices/Commitments	- 3,827.00	- 1,864.50
<b>Total Unrestricted Funds</b>	<b>25,783.10</b>	<b>18,012.84</b>
<b>Restricted Funds</b>		
<b>Restricted Funds excluding Footsteps Playgroup</b>		
Central Board of Finance - Roof Fund Account	7,853.11	7,819.90
Central Board of Finance Fixed Interest Securities:- Income Generating	1,997.66	1,930.58
Legacy for General Building Work (decoration)	0.00	0.00
Harry Taylor Legacy Account (discretion of Vicar and Church Wardens)	624.96	624.66
Building Fund	17,317.25	16,103.73
<b>Total Restricted Funds excluding Footsteps Playgroup and CAP Job Club</b>	<b>27,792.98</b>	<b>26,478.87</b>
<b>St Andrew's Church Playgroup (Footsteps)</b>	<b>15,543.94</b>	<b>23,565.62</b>
Bank - Classic a/c	15,525.95	23,534.08
Cash	17.99	51.54
Less Outstanding Cheques	-	- 20.00
<b>St Andrew's CAP Job Club</b>	<b>11,515.50</b>	<b>1,393.00</b>
Bank account	11,451.46	1,375.40
Cash	64.04	17.60
Less Outstanding Cheques	-	-
<b>Total Restricted Funds</b>	<b>54,852.42</b>	<b>51,437.49</b>
<b>Total Net Assets</b>	<b>80,635.52</b>	<b>69,450.33</b>

	31/12/2020	31/12/2019
<b>Total Income and Expenditure</b>	<b>Income      Expenditure</b>	<b>Income      Expenditure</b>
General Fund	79,429      68,786	90,989      82,499
Building Fund	1,214      -	2,025      -
Harry Taylor Fund	0      50	1      50
Footsteps Playgroup	86,872      95,494	91,040      88,759
CAP Job Club	13,506      4,377	1,825      1,677
<b>Totals</b>	<b>181,022      168,706</b>	<b>185,880      172,986</b>
Note - These figures exclude transfers between funds and capital growth of investments		

**Financial statement for the Year Ending 31 December 2020**  
**General Fund Receipts and Payments Account**

<b>INCOME</b>	<b>2020</b> £	<b>2019</b> £
<b>Direct Giving</b>	<b>68,448</b>	<b>71,590</b>
Gift Aided planned giving	42,873	39,627
Income Tax Recovered	12,771	12,652
non-Gift Aided planned giving	4,132	5,973
Payroll Giving	864	550
Collections at Services	1,981	5,859
Other Services and General Gifts	2,959	1,793
SumUp Credit/Debit Card Gifts	70	368
On-line Gifts	987	1
Gifts and Collections for Particular Causes	1,811	4,767
<b>Investment Income</b>	<b>78</b>	<b>113</b>
Dividends & Interest	78	113
<b>Events &amp; Activities</b>	<b>7,074</b>	<b>6,011</b>
Bookstall	0	0
Bible Notes	273	163
Fund Raising events	742	779
Payments for Soul Survivor fees	75	1,389
Payments for New Wine 2020 fees	587	374
Who Let the Dads Out	7	52
Parochial Fees due to Parish	571	1,605
Parochial Fees due to the Diocese	4,819	1,648
Collections by Other Organisations at Church	0	0
<b>Other Income</b>	<b>3,829</b>	<b>13,275</b>
Legacies and Grants	3,052	6,217
Utility Bills Refunds	0	97
Donations towards Vicarage Expenses	0	0
Donations for Refreshments & Event Food	0	5
Sale of Fixed Assets	0	200
Insurance Claims	0	2,697
Other income	777	4,059
<b>Funds Transfer</b>	<b>647</b>	<b>3,604</b>
Transfer from Building Fund	0	3,250
Transfer from Harry Taylor Account (discretionary fund)	517	50
Transfer from CAP job club	130	
Transfer from Investments	0	304
<b>Total Income</b>	<b>80,076</b>	<b>94,593</b>

**Financial statement for the Year Ending 31 December 2020**  
**General Fund Receipts and Payments Account**

<b>PAYMENTS</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Mission and Charitable Giving</b>	<b>5,562</b>	<b>5,789</b>
Overseas Missionary Societies	2,686	2,600
Home Mission & Church Societies	2,360	2,520
From Collections and Donations for Specified Causes	0	619
Vicar & Church Wardens Discretionary Fund	517	50
<b>Relating to work of the Church</b>	<b>33,610</b>	<b>31,400</b>
Parish Share	33,610	31,400
<b>Salaries and Honoraria</b>	<b>4,970</b>	<b>1,447</b>
Payments for Staff other than the vicar	4,970	1,447
<b>Clergy &amp; Other Ministry Expenses</b>	<b>4,004</b>	<b>4,107</b>
Incumbents Working Expenses	4,004	2,098
OLM	0	0
Assistant Staff & Visiting clergy	0	2,009
<b>Mission and Evangelism Costs</b>	<b>2,978</b>	<b>4,209</b>
Alpha / Life Worth Living	0	0
See & Know (Tuesday Group)	67	0
Support & Educational Costs	224	213
Church Mission (Including CAP expenses)	789	270
New wine personal costs	1,478	0
New wine	410	0
Soul survivor		2,600
Soul Survivor from Personal Contributions		1,089
Who Let the Dads Out	9	38
Radcliffe Mission / Churches Together	0	0
<b>Church Activities and Groups</b>	<b>984</b>	<b>1,025</b>
Upkeep of Services	763	586
Refreshments & Event Food	117	341
Salt	0	78
Youth and Children's Church Groups	103	19
<b>Church running Expenses</b>	<b>14,945</b>	<b>17,707</b>
Heating, Lighting, Utility	4,703	4,246
Cleaning	914	1,610
Insurance	4,319	4,250
Maintenance	2,026	5,013
Publicity	244	20
Administration & Professional Costs	1,440	1,408
Upkeep of Churchyard	742	689
Others	557	472
<b>Cost relating to Trading</b>	<b>1,385</b>	<b>880</b>
Wedding fees etc to Diocese	1,232	751
Bookstall Expenditure	0	0
Bible Notes	153	129
Collections by Other Organisations at Church	0	0
<b>Governance</b>	<b>348</b>	<b>336</b>
Governance	348	336
<b>Major Capital Expenditure</b>	<b>0</b>	<b>15,599</b>
Church Building	0	15,599
Church Hall	0	0
New Build	0	0
<b>Loans and Transfers of money</b>	<b>1,558</b>	<b>2,295</b>
Transfer to Building Fund	35	0
Transfer to Footsteps Account	600	1,050
Transfer to CAP Job Club Account	923	1,245
<b>Total Expenditure</b>	<b>70,343</b>	<b>84,794</b>
<b>Total Income</b>	<b>80,076</b>	<b>94,593</b>
<b>Surplus / Deficit</b>	<b>Surplus 9,733</b>	<b>Surplus 9,799</b>
<b>Outstanding Financial Commitments at 31 December</b>	<b>3,827</b>	<b>1,865</b>
<b>Invoices and purchase expenses incurred</b>		
Upkeep of Churchyard		742.00
<b>Other Outstanding Committed Payments</b>		
Wedding / Funeral fees payable to the Diocese	3,587.00	897.00
Christmas collections for other charities	0.00	225.50
Emmanuel community church funds	240.00	0.00

**Balance Sheet**  
for the year ended 31 December 2020

<b>St Andrew's General Fund</b>		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	18,012.84	10,259.77
Add back outstanding invoices from previous balance sheet	1,864.50	118.84
Annual Surplus / Deficit	9,732.76	9,798.73
Less Outstanding invoices/commitments at end of year	-3,827.00	-1,864.50
Deduct for cheques received in 2018 but not processed at the bank	0.00	-300.00
<b>Balance carried forward</b>	<b><u>25,783.10</u></b>	<b><u>18,012.84</u></b>

<b>Building Fund Account - Receipts and Payments</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	16,103.73	17,328.93
<b>Income</b>		
Gift envelopes	768.00	1,229.00
Donations by Standing Order	400.00	180.00
Donations from Bookstall	0.00	0.00
Craft Sales and other fund-raising	0.00	79.61
Gift Day and Other Donations	0.00	500.00
Bank Interest	10.52	36.19
Transfers from General Fund	35.00	0.00
	<u>17,317.25</u>	<u>19,353.73</u>
<b>Expenditure</b>		
Transferred to General Fund		3,250.00
<b>Balance carried forward</b>	<b><u>17,317.25</u></b>	<b><u>16,103.73</u></b>

<b>Harry Taylor Legacy Account - Receipts and Payments</b>		
for the year ended 31 December (This is a Restricted Fund at the discretion of the Vicar and Church Wardens)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	624.66	673.34
<b>Income</b>		
	517	
Bank Interest	0.30	1.32
	<u>1141.96</u>	<u>674.66</u>
<b>Expenditure</b>		
Transferred to General Fund	517.00	50.00
<b>Balance carried forward</b>	<b><u>624.96</u></b>	<b><u>624.66</u></b>

<b>St Andrew's Church Playgroup - Footsteps</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	23,565.62	20,235.37
Add back outstanding invoices from previous balance sheet	0.00	0.00
Surplus (Deficit) for the year	-8,021.68	3,330.25
Less Outstanding invoices at end of year	0.00	0.00
<b>Balance carried forward</b>	<b><u>15,543.94</u></b>	<b><u>23,565.62</u></b>

<b>St Andrew's CAP Job Club</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	1,393.00	0.00
Add back outstanding invoices from previous balance sheet	0.00	0.00
Operating Surplus (Deficit) for the year	10,122.50	1,393.00
Less Outstanding invoices at end of year	0.00	0.00
<b>Balance carried forward</b>	<b><u>11,515.50</u></b>	<b><u>1,393.00</u></b>

**Saint Andrew, Radcliffe**  
**Summary of Investments (Legacies and other accounts)**  
**for the year ended 31 December 2020**

	2020 £	2019 £
<b>Invested with the Central Board of Finance</b>		
Roof Fund Account (an unrestricted fund)		
124001633D B14742 Radcliffe PCC Roof Fund Account	7,853.11	7,819.90
Other Fixed Interest Accounts (income generating) Restricted Funds		
124001392F Consolidated (H Rothwell) General Purposes	1,997.66	1,930.58
	<u><b>9,850.77</b></u>	<u><b>9,750.48</b></u>
 <b>Invested in Britannia Building Society</b>		
Legacy for General Building Work (decoration)		
(Note: the 2018 figure only includes interest up to 2007)		
<b>Opening Balance</b>		294.45
Interest from 2007 to 2019 (net)		9.41
		<u>303.86</u>
Account Closed on 5th July 2019 * - withdrawn		<u>-303.86</u>
<b>Closing Balance</b>	<u><b>0.00</b></u>	<u><b>0.00</b></u>
* Cheque paid into General Fund 9th July 2019.		
 <b>Royal Bank of Scotland Gold Deposit Account</b>		
Harry Taylor Legacy Account (Restricted Fund)		
Under the control of the Vicar and Church Wardens		
(see also under balance sheet)	<u>624.96</u>	<u>624.66</u>

St Andrews Radcliffe PCC  
**St Andrew's Church Playgroup - known as Footsteps**  
**Income and Expenditure**  
for the year ending 31st December 2020

	2020 £	2019 £
<b><u>Income</u></b>		
Fees / Dinner Club	86,084.30	89,389.69
Photos	-	262.00
Insurance Claims	-	-
Bank Interest	-	-
Donations	500.00	100.00
Fund-raising Income	152.00	779.00
Other Income	136.00	509.04
<b>Net Income</b>	<b>86,872.30</b>	<b>91,039.73</b>
Transfer - support from Church	600.00	1,050.00
<b>Total Income</b>	<b>87,472.30</b>	<b>92,089.73</b>
<b><u>Expenditure</u></b>		
Wages	78,521.32	71,468.78
HMRC (tax & National Insurance)	6,755.11	6,724.51
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Teaching Resources	1,308.06	1,676.69
Admin Resources	435.25	705.28
Cleaning / Routine Maintenance	905.97	1,481.40
Refreshments	155.94	276.14
Training and Regulations	695.67	1,383.80
Electricity	1,304.90	708.24
Telephone	167.40	164.32
Building Maintenance	368.00	50.00
Insurance	744.28	739.98
Photos	-	40.00
Fund-raising Expenses	-	-
Reimbursement of Fees Overpaid	350.00	422.50
Other Expenditure	635.81	741.83
<b>Total Expenditure</b>	<b>95,493.98</b>	<b>88,759.48</b>
<b>Trading Surplus / Deficit</b>	<b>Deficit - 8,621.68</b>	<b>Surplus 2,280.25</b>
Transfer - support from Church	600.00	1,050.00
<b>Overall Surplus / Deficit</b>	<b>- 8,021.68</b>	<b>3,330.25</b>
<b><u>Outstanding Liabilities</u></b>		
Outstanding invoices / commitments	-	-
	-	-

St Andrews Radcliffe PCC  
**St Andrew's CAP Job Club**  
**Income and Expenditure**  
for the year ending 31st December 2020

	2020 £	2019 £
<b><u>Income</u></b>		
Standing orders	2,150.00	825.00
Other Donations	400.00	535.00
Fund-raising Income	46.44	285.21
Other Income	10,910.00	180.00
<b>Net Income</b>	<b>13,506.44</b>	<b>1,825.21</b>
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Transfer from General Fund - Other gifts less expenses	-	405.09
<b>Total Income</b>	<b>14,499.21</b>	<b>3,070.30</b>
<b><u>Expenditure</u></b>		
Wages (from 8th October 2019)	3,088.60	458.20
HMRC	620.60	73.20
NEST Pensions	-	-
Manager's personal expenses	134.99	182.80
Admin Resources	448.74	306.88
Publicity	5.00	-
Refreshments	2.00	15.64
Events	34.95	101.60
Training and Regulations	-	27.00
Room Hire	-	-
Fund-raising Expenses	-	-
Discovery Breaks (ended 2019)	-	80.00
Other Expenditure	41.83	431.98
<b>Total Expenditure</b>	<b>4,376.71</b>	<b>1,677.30</b>
<b>Surplus / Deficit</b>	<b>Surplus 10,122.50</b>	<b>1,393.00</b>
<b><u>Outstanding Liabilities</u></b>		
Outstanding invoices / commitments	-	-



**St Andrew's PCC, Radcliffe**

**Financial Statements**  
**Year Ended 31 December 2020**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF St ANDREWS PCC, RADCLIFFE.**

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- 1) which gives me reasonable cause to believe that in, any material respect, the requirements
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  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave 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.

A J Donohoe  
DonnellyBentley Limited  
Chartered Accountants  
Hazlemere  
70 Chorley New Road  
Bolton  
BL1 4BY

Dated: 15 April 2021

**Saint Andrew, Radcliffe**  
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for the year ended 31 December 2020

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Cash	91.10	93.29
Plus cheques received not yet banked	-	-
Less Cheques issued not yet banked	-	-
Less Outstanding Invoices/Commitments	- 3,827.00	- 1,864.50
<b>Total Unrestricted Funds</b>	<b>25,783.10</b>	<b>18,012.84</b>
<b>Restricted Funds</b>		
<b>Restricted Funds excluding Footsteps Playgroup</b>		
Central Board of Finance - Roof Fund Account	7,853.11	7,819.90
Central Board of Finance Fixed Interest Securities:- Income Generating	1,997.66	1,930.58
Legacy for General Building Work (decoration)	0.00	0.00
Harry Taylor Legacy Account (discretion of Vicar and Church Wardens)	624.96	624.66
Building Fund	17,317.25	16,103.73
<b>Total Restricted Funds excluding Footsteps Playgroup and CAP Job Club</b>	<b>27,792.98</b>	<b>26,478.87</b>
<b>St Andrew's Church Playgroup (Footsteps)</b>	<b>15,543.94</b>	<b>23,565.62</b>
Bank - Classic a/c	15,525.95	23,534.08
Cash	17.99	51.54
Less Outstanding Cheques	-	- 20.00
<b>St Andrew's CAP Job Club</b>	<b>11,515.50</b>	<b>1,393.00</b>
Bank account	11,451.46	1,375.40
Cash	64.04	17.60
Less Outstanding Cheques	-	-
<b>Total Restricted Funds</b>	<b>54,852.42</b>	<b>51,437.49</b>
<b>Total Net Assets</b>	<b>80,635.52</b>	<b>69,450.33</b>

	31/12/2020	31/12/2019
<b>Total Income and Expenditure</b>	<b>Income      Expenditure</b>	<b>Income      Expenditure</b>
General Fund	79,429      68,786	90,989      82,499
Building Fund	1,214      -	2,025      -
Harry Taylor Fund	0      50	1      50
Footsteps Playgroup	86,872      95,494	91,040      88,759
CAP Job Club	13,506      4,377	1,825      1,677
<b>Totals</b>	<b>181,022      168,706</b>	<b>185,880      172,986</b>
Note - These figures exclude transfers between funds and capital growth of investments		

**Financial statement for the Year Ending 31 December 2020**  
**General Fund Receipts and Payments Account**

INCOME	2020 £	2019 £
<b>Direct Giving</b>	<b>68,448</b>	<b>71,590</b>
Gift Aided planned giving	42,873	39,627
Income Tax Recovered	12,771	12,652
non-Gift Aided planned giving	4,132	5,973
Payroll Giving	864	550
Collections at Services	1,981	5,859
Other Services and General Gifts	2,959	1,793
SumUp Credit/Debit Card Gifts	70	368
On-line Gifts	987	1
Gifts and Collections for Particular Causes	1,811	4,767
<b>Investment Income</b>	<b>78</b>	<b>113</b>
Dividends & Interest	78	113
<b>Events &amp; Activities</b>	<b>7,074</b>	<b>6,011</b>
Bookstall	0	0
Bible Notes	273	163
Fund Raising events	742	779
Payments for Soul Survivor fees	75	1,389
Payments for New Wine 2020 fees	587	374
Who Let the Dads Out	7	52
Parochial Fees due to Parish	571	1,605
Parochial Fees due to the Diocese	4,819	1,648
Collections by Other Organisations at Church	0	0
<b>Other Income</b>	<b>3,829</b>	<b>13,275</b>
Legacies and Grants	3,052	6,217
Utility Bills Refunds	0	97
Donations towards Vicarage Expenses	0	0
Donations for Refreshments & Event Food	0	5
Sale of Fixed Assets	0	200
Insurance Claims	0	2,697
Other income	777	4,059
<b>Funds Transfer</b>	<b>647</b>	<b>3,604</b>
Transfer from Building Fund	0	3,250
Transfer from Harry Taylor Account (discretionary fund)	517	50
Transfer from CAP job club	130	
Transfer from Investments	0	304
<b>Total Income</b>	<b>80,076</b>	<b>94,593</b>

**Financial statement for the Year Ending 31 December 2020**  
**General Fund Receipts and Payments Account**

<b>PAYMENTS</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Mission and Charitable Giving</b>	<b>5,562</b>	<b>5,789</b>
Overseas Missionary Societies	2,686	2,600
Home Mission & Church Societies	2,360	2,520
From Collections and Donations for Specified Causes	0	619
Vicar & Church Wardens Discretionary Fund	517	50
<b>Relating to work of the Church</b>	<b>33,610</b>	<b>31,400</b>
Parish Share	33,610	31,400
<b>Salaries and Honoraria</b>	<b>4,970</b>	<b>1,447</b>
Payments for Staff other than the vicar	4,970	1,447
<b>Clergy &amp; Other Ministry Expenses</b>	<b>4,004</b>	<b>4,107</b>
Incumbents Working Expenses	4,004	2,098
OLM	0	0
Assistant Staff & Visiting clergy	0	2,009
<b>Mission and Evangelism Costs</b>	<b>2,978</b>	<b>4,209</b>
Alpha / Life Worth Living	0	0
See & Know (Tuesday Group)	67	0
Support & Educational Costs	224	213
Church Mission (Including CAP expenses)	789	270
New wine personal costs	1,478	0
New wine	410	0
Soul survivor		2,600
Soul Survivor from Personal Contributions		1,089
Who Let the Dads Out	9	38
Radcliffe Mission / Churches Together	0	0
<b>Church Activities and Groups</b>	<b>984</b>	<b>1,025</b>
Upkeep of Services	763	586
Refreshments & Event Food	117	341
Salt	0	78
Youth and Children's Church Groups	103	19
<b>Church running Expenses</b>	<b>14,945</b>	<b>17,707</b>
Heating, Lighting, Utility	4,703	4,246
Cleaning	914	1,610
Insurance	4,319	4,250
Maintenance	2,026	5,013
Publicity	244	20
Administration & Professional Costs	1,440	1,408
Upkeep of Churchyard	742	689
Others	557	472
<b>Cost relating to Trading</b>	<b>1,385</b>	<b>880</b>
Wedding fees etc to Diocese	1,232	751
Bookstall Expenditure	0	0
Bible Notes	153	129
Collections by Other Organisations at Church	0	0
<b>Governance</b>	<b>348</b>	<b>336</b>
Governance	348	336
<b>Major Capital Expenditure</b>	<b>0</b>	<b>15,599</b>
Church Building	0	15,599
Church Hall	0	0
New Build	0	0
<b>Loans and Transfers of money</b>	<b>1,558</b>	<b>2,295</b>
Transfer to Building Fund	35	0
Transfer to Footsteps Account	600	1,050
Transfer to CAP Job Club Account	923	1,245
<b>Total Expenditure</b>	<b>70,343</b>	<b>84,794</b>
<b>Total Income</b>	<b>80,076</b>	<b>94,593</b>
<b>Surplus / Deficit</b>	<b>Surplus 9,733</b>	<b>Surplus 9,799</b>
<b>Outstanding Financial Commitments at 31 December</b>	<b>3,827</b>	<b>1,865</b>
<b>Invoices and purchase expenses incurred</b>		
Upkeep of Churchyard		742.00
<b>Other Outstanding Committed Payments</b>		
Wedding / Funeral fees payable to the Diocese	3,587.00	897.00
Christmas collections for other charities	0.00	225.50
Emmanuel community church funds	240.00	0.00

**Balance Sheet**  
for the year ended 31 December 2020

<b>St Andrew's General Fund</b>		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	18,012.84	10,259.77
Add back outstanding invoices from previous balance sheet	1,864.50	118.84
Annual Surplus / Deficit	9,732.76	9,798.73
Less Outstanding invoices/commitments at end of year	-3,827.00	-1,864.50
Deduct for cheques received in 2018 but not processed at the bank	0.00	-300.00
<b>Balance carried forward</b>	<b><u>25,783.10</u></b>	<b><u>18,012.84</u></b>

<b>Building Fund Account - Receipts and Payments</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	16,103.73	17,328.93
<b>Income</b>		
Gift envelopes	768.00	1,229.00
Donations by Standing Order	400.00	180.00
Donations from Bookstall	0.00	0.00
Craft Sales and other fund-raising	0.00	79.61
Gift Day and Other Donations	0.00	500.00
Bank Interest	10.52	36.19
Transfers from General Fund	35.00	0.00
	<u>17,317.25</u>	<u>19,353.73</u>
<b>Expenditure</b>		
Transferred to General Fund		3,250.00
<b>Balance carried forward</b>	<b><u>17,317.25</u></b>	<b><u>16,103.73</u></b>

<b>Harry Taylor Legacy Account - Receipts and Payments</b>		
for the year ended 31 December (This is a Restricted Fund at the discretion of the Vicar and Church Wardens)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	624.66	673.34
<b>Income</b>		
	517	
Bank Interest	0.30	1.32
	<u>1141.96</u>	<u>674.66</u>
<b>Expenditure</b>		
Transferred to General Fund	517.00	50.00
<b>Balance carried forward</b>	<b><u>624.96</u></b>	<b><u>624.66</u></b>

<b>St Andrew's Church Playgroup - Footsteps</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	23,565.62	20,235.37
Add back outstanding invoices from previous balance sheet	0.00	0.00
Surplus (Deficit) for the year	-8,021.68	3,330.25
Less Outstanding invoices at end of year	0.00	0.00
<b>Balance carried forward</b>	<b><u>15,543.94</u></b>	<b><u>23,565.62</u></b>

<b>St Andrew's CAP Job Club</b>		
for the year ended 31 December (This is a Restricted Fund)		
	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Balance Brought Forward (from the previous year)	1,393.00	0.00
Add back outstanding invoices from previous balance sheet	0.00	0.00
Operating Surplus (Deficit) for the year	10,122.50	1,393.00
Less Outstanding invoices at end of year	0.00	0.00
<b>Balance carried forward</b>	<b><u>11,515.50</u></b>	<b><u>1,393.00</u></b>

**Saint Andrew, Radcliffe**  
**Summary of Investments (Legacies and other accounts)**  
**for the year ended 31 December 2020**

	2020 £	2019 £
<b>Invested with the Central Board of Finance</b>		
Roof Fund Account (an unrestricted fund)		
124001633D B14742 Radcliffe PCC Roof Fund Account	7,853.11	7,819.90
Other Fixed Interest Accounts (income generating) Restricted Funds		
124001392F Consolidated (H Rothwell) General Purposes	<u>1,997.66</u>	<u>1,930.58</u>
	<b><u>9,850.77</u></b>	<b><u>9,750.48</u></b>
 <b>Invested in Britannia Building Society</b>		
Legacy for General Building Work (decoration)		
(Note: the 2018 figure only includes interest up to 2007)		
<b>Opening Balance</b>		294.45
Interest from 2007 to 2019 (net)		<u>9.41</u>
		303.86
Account Closed on 5th July 2019 * - withdrawn		<u>-303.86</u>
<b>Closing Balance</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
* Cheque paid into General Fund 9th July 2019.		
 <b>Royal Bank of Scotland Gold Deposit Account</b>		
Harry Taylor Legacy Account (Restricted Fund)		
Under the control of the Vicar and Church Wardens		
(see also under balance sheet)	<u>624.96</u>	<u>624.66</u>

St Andrews Radcliffe PCC  
**St Andrew's Church Playgroup - known as Footsteps**  
**Income and Expenditure**  
for the year ending 31st December 2020

	2020 £	2019 £
<b><u>Income</u></b>		
Fees / Dinner Club	86,084.30	89,389.69
Photos	-	262.00
Insurance Claims	-	-
Bank Interest	-	-
Donations	500.00	100.00
Fund-raising Income	152.00	779.00
Other Income	136.00	509.04
<b>Net Income</b>	<b>86,872.30</b>	<b>91,039.73</b>
Transfer - support from Church	600.00	1,050.00
<b>Total Income</b>	<b>87,472.30</b>	<b>92,089.73</b>
<b><u>Expenditure</u></b>		
Wages	78,521.32	71,468.78
HMRC (tax & National Insurance)	6,755.11	6,724.51
NEST Pensions	3,146.27	2,176.01
Teaching Resources	1,308.06	1,676.69
Admin Resources	435.25	705.28
Cleaning / Routine Maintenance	905.97	1,481.40
Refreshments	155.94	276.14
Training and Regulations	695.67	1,383.80
Electricity	1,304.90	708.24
Telephone	167.40	164.32
Building Maintenance	368.00	50.00
Insurance	744.28	739.98
Photos	-	40.00
Fund-raising Expenses	-	-
Reimbursement of Fees Overpaid	350.00	422.50
Other Expenditure	635.81	741.83
<b>Total Expenditure</b>	<b>95,493.98</b>	<b>88,759.48</b>
<b>Trading Surplus / Deficit</b>	<b>Deficit - 8,621.68</b>	<b>Surplus 2,280.25</b>
Transfer - support from Church	600.00	1,050.00
<b>Overall Surplus / Deficit</b>	<b>- 8,021.68</b>	<b>3,330.25</b>
<b><u>Outstanding Liabilities</u></b>		
Outstanding invoices / commitments	-	-
	-	-



St Andrews Radcliffe PCC  
**St Andrew's CAP Job Club**  
**Income and Expenditure**  
for the year ending 31st December 2020

	2020 £	2019 £
<b><u>Income</u></b>		
Standing orders	2,150.00	825.00
Other Donations	400.00	535.00
Fund-raising Income	46.44	285.21
Other Income	10,910.00	180.00
<b>Net Income</b>	<b>13,506.44</b>	<b>1,825.21</b>
Transfer - support from Church PCC	992.77	840.00
Transfer from General Fund - Other gifts less expenses	-	405.09
<b>Total Income</b>	<b>14,499.21</b>	<b>3,070.30</b>
<b><u>Expenditure</u></b>		
Wages (from 8th October 2019)	3,088.60	458.20
HMRC	620.60	73.20
NEST Pensions	-	-
Manager's personal expenses	134.99	182.80
Admin Resources	448.74	306.88
Publicity	5.00	-
Refreshments	2.00	15.64
Events	34.95	101.60
Training and Regulations	-	27.00
Room Hire	-	-
Fund-raising Expenses	-	-
Discovery Breaks (ended 2019)	-	80.00
Other Expenditure	41.83	431.98
<b>Total Expenditure</b>	<b>4,376.71</b>	<b>1,677.30</b>
<b>Surplus / Deficit</b>	<b>Surplus 10,122.50</b>	<b>1,393.00</b>
<b><u>Outstanding Liabilities</u></b>		
Outstanding invoices / commitments	-	-