

Fleetwood Church

The Parish of St. Peter and St. David, Fleetwood
in the Diocese of Blackburn.

A summary of the Annual Report and Financial Statement of
the Parochial Church Council for the year ended
31st December 2024.

Bank: The National Westminster Bank
Charity Number: 1168745

Our Mission: We are welcoming, missional, fruitful and
united disciples of Jesus.

Interim Curate-in-Charge Report

I was appointed Interim Curate-in-Charge of the parish at the start of September, having been one of several clergy providing cover during the vacancy. I have found the parish to have many assets and opportunities including:

- A warm and welcoming congregation who have a real desire to look after disadvantaged members of the community and several ministries of outreach to these groups.
- A committed team of volunteers.
- A real desire to welcome children, young people and families into Church.
- Fantastic existing links with local schools, especially Chaucer and Fleetwood High, who both held fantastic Christmas Carol services in Church.
- Two very different buildings, one modern and the other Victorian, both in a good state of repair.
- Plenty of money in the bank.

However, after covid and a long vacancy, the parish had a number of challenges. We have been able to address some of these during 2024 and others by the time of writing, but many we still need to work hard together to overcome. These include:

- An aging volunteer base, many of whom are doing more than they would like to be doing at their age, and a lack of younger people being discipled and trained up to follow behind.
- An aging congregation and a lack of children, young people and families in church.
- Vacancies for key roles. As of the end of 2024 we did not have a PCC Secretary or Safeguarding Officer and our Treasurer intended (and still intends) to step back by our APCM.
- Very little progress towards safeguarding processes including required DBS checks and training.
- Gaps in our processes for handling cash, such that cash was being stolen from the safe (though we did not discover this until early 2025).
- We were not paying full parish share.
- Misleading churchyard records so that in some cases it is not clear precisely who is and who isn't buried in the churchyard and where.
- Gaps in employment policies and HMRC registration for employees.

Key achievements since my appointment to the end of 2024 include:

- We had lively and busy Advent and Christmas services, including school carol services with Chaucer and Fleetwood High, a traditional carol service, a Pop-Up Nativity, and a Christingle Service.
- We have appointed a Parish Administration Assistant, including setting up of payroll, employment policies and other legal aspects of employing staff.
- We have completion of a digital burial record with a clearer record of burials and reservations in the Churchyard
- We have set up Safeguarding Hubs and Dashboards so we can track progress towards safeguarding.
- We have started paying full parish share.
- We have a new website and branding, with a simpler short name for the parish: Fleetwood Church.

We have also been supported by the diocese to begin working through Leading Your Church into Growth. The Churchwardens and I attended the conference, and we have been working through the seven steps, one every two months as a PCC and wider congregation.

A huge thank you to everybody who serves the Church in so many different ways.

Andrew Downes

Safeguarding Statement

As part of the Church of England’s safeguarding requirements, our annual report includes a statement which reports on progress and a statement as to whether or not the PCC has complied with the duty to have ‘due regard’ to the House of Bishops’ Safeguarding Policy and Practice Guidance.

Since the appointment of the Interim Curate in Charge in September 2024, putting safeguarding processes and people in place has been a priority. By the end of 2024 we had:

- Recruited a paid administrator to take on safeguarding administration
- Recorded all church volunteers (about 50 people) and their roles and safeguarding requirements in Safeguarding Hub.
- Used Safeguarding Dashboards to produce an action plan.

Some of our volunteers had completed some of their training and DBS requirements, but none had complete records of having completed all their training and DBS requirements.

We have made further progress in 2025, including the appointment of a PSO and Assistant PSO, which will be included in our 2025 report.

From September 2024, the PCC has complied with the duty to have ‘due regard’ to the House of Bishops’ Safeguarding Policy and Practice Guidance.

Andrew Downes

Members of the Parochial Church Council 2024

Andrew Downes	Pamela Ashton
Di Graveston	John Eastwood
Joan McLean	Patricia Stead
Hilary Craig	Carol Swarbrick
Alexandra Miles	Scott Hayes
Treasurer: Maureen Burns (not a member of the Council).	

Treasurer's Report 2024

During the year the duties of Treasurer were undertaken by Maureen Burns. The accounts for the full year (Jan to Dec) have been prepared on behalf of Parish by the Treasurer and have been independently examined by Mr Des Lund. The balance sheet and key Income and expenditure items summary is attached.

Overall Summary

We have three accounts, Nat West(Parish), CBF CCLA (Parish Savings) and a Nat West Account for Mustard Seed (Reserved) funds. There are two cash accounts held for Flower Fund and Mustard Seed day-to-day activities. These cash accounts are managed by Hilary Craig and John Eastwood (Mustard Seed Mon and Friday) and Flower Funds (Liam Burns). The paperwork for the Cash accounts is managed by Liam Burns. From Jan to end of Aug we were still operating interregnum, with services covered by borrowing priests from other Parishes or asking retired Priests to provide cover. Being without our own full time priest did have an effect on our ability to maintain and grow our congregation and as a consequence our finances. That said, we have managed to cover all our normal running costs for both churches.

It is important to note and say thank you to our small team of volunteers who regularly undertake the counting of envelope, plate and ad hoc donations and ensuring that monies are safely banked. This is a key task as it helps to ensure we are constantly topping up our bank reserves so that we can cover all outgoings.

Income

As well as our regular giving donations, as a Parish, we work hard to bring in additional sources of income. Details are on the “income cleared through banks” but some key highlights are below :-

- The **Parish Mini Bus** was valued on our books in 2023 at £2,551. A decision was taken by the PCC that the time had come to sell it. We owe a thank you to John Eastwood as he managed to sell it for £4,000.

- **Legacy donations** - We were fortunate to receive a legacy donation of £10,000. • **Gift aid** - claims to HMRC have been brought up to date by Liam Burns and we have managed to successfully reclaim Gift Aid and GADS which amounted to £10,449. • **Rents** – Revenue from hiring St Davids amounted to £5, 546
- **Coffee Group** – Revenue from Coffee group activities (including Jams, 50/50, etc) raised £5,587, **Bookstall/Tombola** raised £593
- **Breaking Bread** – covered its catering costs and still managed to make £1,200 in donations to the Parish Funds
- **Fayres** – Summer and Christmas Fayre raised £2,867 and **Tram Sunday** raised £538
- **Undertaker fees collected** – There is a fee payable for all funerals and weddings held. The amount of these fees varies depending on the type of service and/or committal. The fee is also impacted if there is an organist etc... A proportion of these fees has to be sent to the Diocese. These fees come into our bank from the undertakers (**£16, 248**). Please note that this is not all money for the PCC as there are several payments that have to be made from the money, which as Treasurer I have to make. Any money left after I have made these payments stays within Parish funds and contributes to overall running costs.
- **Interest from savings** – Whilst our current account with Nat West is used for our day-to-day activities. Additional money has always been moved into a savings account held with CBF Church of England Deposit Fund. If funds in the current account start to dip below a working balance then money can be transferred back. It is in our interest to try and keep money in the savings account as long as possible as it generates a healthy amount of interest. In 2024 this provided interest of **£7,806**.

Expenses

We have a number of expenses both regular, planned and ad hoc spend. Details are on the page listed expenses but some key highlights are below :-

Parish Share contribution - After discussions in early autumn with the Diocese the PCC agreed to increase our monthly Parish share contribution for the remainder of the year from £1,500 to £3,139. So by the end of the year we had paid **£24,556**.

Utilities - Gas – **£5,035 in 2024, Electric - £5,016 in 2024**

Insurance – cover for both Churches amounted to **£4,244**

Cleaners/set up - Costs for both churches amounted to **£5,467**. Regular paid cleaning and set-up ceased towards the later part of the year so costs were lower than previous years

Visiting priests – This amounted to **£6,383** for fees paid for services and also fees paid for conducting funerals. All these fees are covered by either undertaker fees under income or monies claimed back from the Diocese.

Quinquennial St Davids – is a report we have to undertake every 5 years on the condition of our buildings.

This year it was St David's that was undertaken. The report itself cost **£2,160**

Electrical condition report – It came to light that, as part of our Insurance policy conditions, we needed to have an up to date electrical condition report undertaken for both churches. This was carried out at a cost of **£2,891**.

Gutter cleaning, drain pipes and roof repairs – **£2,520**

Boiler servicing and repairs amounted to **£3,389**

Parish worker/ Pantry Manager –This role was funded by the charity Faith in Community (Pantry), the Diocese and the Parish and was managed as a reserved fund within our current account. As this role was brought to a finish earlier in 2024 the reserved funds were redistributed accordingly. Faith in the Community received **£6,675** and the Diocese **£4,450**. The remainder of the money held came back into Parish funds.

Bank charges – Our bank (Nat West) charges amounted to £510.66 last year. The main cost of these is the charge levied for paying in funds. The only bank left in Fleetwood does not provide an account for Charities so we have either to bank via the post office counters or travel out of town to bank directly with Nat West. Either of these options incur charges.

The Parish of St Peter & St David, Fleetwood Statement of Accounts year ending Dec 2024

		Starting Equity funds as at end of 2023	
		Nat West (01043721)	32,022.60
		CBF Fund	148,656.46
		Cash in hand (Flower Fund)	88.61
		Cash in hand(mustard Seed)	1,046.85
			181,814.52
Accounts as at Dec 2024			
Parish Nat West (01043721)	27,449.38		
CBF Fund	156,463.43		
Mustard Seed Nat West (62194801) Reserved	3,473.45		
Cash in hand (Flower Fund)	93.97		
Cash in Hand (Mustard Seed)	388.76		
Equity of General Fund (Reserved & Unreserved)	187,878.99		
Break down of General Fund			
General Fund (Reserved and unreserved)	187,878.99		
General Fund (unreserved)	160,535.61		
Parish only fund (reserved)	20,000.00		
Mustard Seed (reserved bank)	3,473.45		
Mustard Seed petty cash (reserved)	388.76		
Flower Fund petty cash	93.97		
Prayer Mission fund (reserved)	3,377.20		
General Fund (Reserved and unreserved)	187,878.99		
Total Equity of Business			
fixed assets - none	0.00		
General Fund (Reserved and unreserved)	187,878.99		
Total Equity of Business 2024	187,878.99		
Total Equity of Business (end 2023)	184,366.02		
plus General Fund (Reserved & Unreserved) surplus	7,275.60		
plus (Flower Fund Cash Account) surplus	5.36		
minus Mustard Seed cash deficit	-648.09		
minus fixed asset mini bus value	-3,551.50		
minus mustard seed reserved bank deficit	-568.40		
	187,878.99		

Accounts prepared by Maureen Burns & Laim Burns

Checked and found correct by

Independent Examiner
Mr D R Lund
21 The Ridgeway
Fleetwood
FY7 8AH

Date 9/4/25

INCOME cleared through banks Jan to Dec 2024		2024
	PR	
Voluntary Income		
Gift Aided planned giving	1	21,788.32
Other Planned Giving	2	8,935.15
Collections at services	3	3,209.82
All other Recurring giving / Donations	4	1,867.05
All tax recovered through Gift Aid /GADS *	6	10,449.63
Legacies Received	7	10,000.00
Activities for Generating Funds		
Gross income from Fund raising activities	9	10,311.90
Coffee mornings/ Jams/ Marmalade/		
50.50 etc...	5,587.07	
Summer & Christmas fayre	2,867.15	
Breaking Bread	1,200.00	
Tram Sunday	538.08	
Christian Aid	119.60	
Income from investments		
Dividends, Interest, Income from Property	10	7,806.97
CBF/CCLA Interest		
Church Activities		
Gross income from Trading/ Other activities	12	6,320.56
Bookstall	593.40	
Rent from church/church centre hire	5,546.10	
Candles	181.06	
Other incoming Resources	13	30,613.98
Mini Bus sale	4,000.00	
LICF Top up donation	2,588.00	
Fees	16,248.40	
Reimbursement of visiting vicar fees	3,181.00	
worker funds	1,050.74	
various reimbursements	1,740.84	
Mustard Seed traffic via current acct	1,805.00	
Money transferred in from CBF /CCLA		20,000.00
Total bank ingoings		131,303.38
less funds transferred in from CBF/CCLA		20,000.00
TOTAL actual income		111,303.38

EXPENDITURE

Cost of generating Funds	17		150.75
giving envelopes			
Charitable Activities			
Mission Giving/Donations to charities (Christian aid/action aid) some from 2023	18		406.60
Church activities			
Diocesan Parish Share/ Common Fund paid	19		24,556.00
Salaries, wages, honoria	20		
Organist		3,073.33	25,899.80
Organist tax adjustments & admin set up		1,966.28	
cleaners/ set up		5,467.50	
Admin worker		728.00	
Funeral Fees (verger/sound/cremated remains digger)		1,705.00	
Parish/ Pantry worker (Salary/ NI/tax)		1,833.33	
Refund of reserved money held to Faith in the Community and Diocese for Parish worker		11,126.36	
Expenses of clergy/ staff	21		7,146.96
Vicars & Vicarage expenses (2022)		763.95	
visiting priests		6,383.00	
Mission & Evangelism Projects	22		0.00
Church Running expenses	23		14,644.72
Servicing & Testing		1,364.46	
Insurance		4,244.93	
Licences		286.72	
Office Expenses (assorted)		2,468.38	
Photocopier rental		659.80	
Candles, Communion wine, Altar breads		1,790.72	
Flowers		182.08	
Mini Bus (tax, insurance, service)		542.99	
Equipment purchases		2,593.98	
Bank charges		510.66	
Church Utility Bills	24		10,995.44
Gas		5,035.99	
Electric		5,016.84	
Water & Waste Water		942.61	
Cost of Trading	25		0.00
Major Repairs	27		16,260.31
Quinquennial St Davids		2,160.00	
cupboard work		222.61	
Boiler servicing and repairs		3,389.76	
Electrical work St Peters		1,046.54	
gutters, drain pipes and roof repairs		2,520.00	
Vestry floor		1,290.00	
Flagging and jetwashing St Davids		1,950.00	
electrical condition reports St P and St D		2,891.40	
Sound System repairs		790.00	
Assigned Fees		2,040.00	2,040.00
Mustard Seed funds (reserved)			
transfer of reserve funds to separate bank acct		4,041.85	5,968.06
Mustard seed transactions		1,927.21	
Money transferred to CBF/CCLA			20,000.00
Total Bank outgoings			128,069.63
minus Money transferred to big savings (CBF CCLA)		20,000.00	20,000.00
minus Mustard Seed money transferred into own account		4,041.85	4,041.85
Total actual expenses			104,027.78

Independent Examiner's Report to the trustees of the Parish of St Peters and St Davids, Fleetwood

I report on the accounts for the year ended 31 December 2024

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under Section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners Section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention

Basis of Independent Examiner's statement

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 management committee concerning any such matters.

The procedures taken do not provide all the evidence that would be required in a full audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's statement

In connection with my examination, no matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with s.130 of the 2011 Act; or
 - to prepare accounts which accord with these accounting records have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.

D R Lund
9/4/25

Mr D R Lund
21 The Ridgeway
Fleetwood
FY7 8AH

Mother's Union Report 2024

Throughout 2024, St. Peter & St. David Mothers Union has met regularly, not always on the first Thursday in the month as we should, we have varied to accommodate holidays, sickness etc. so that as many members could attend as possible. We are but flexible!!!

In January we met and paid our subscriptions, in March Joan was enrolled as a member, in April we welcomed the lovely Rev. Dawn Banks, who spoke to us about "Meals with Christ", so, so lovely and very uplifting. We met in June with a Summer Feast, then closed until meeting again in August, when we are normally closed, as it was just so close to Mary Sumner Day not to honour her, and we also had Andrew's Licensing and the Deanery Festival to plan re catering etc. as well as planning our Christmas do!! The Deanery Festival was very well received. Thank you to Andrew for leading the Service that afternoon, very much appreciated.

In November we used the mini bus and went on a jaunt to Barton Grange for Christmas shopping and to be enthralled by their fabulous Christmas decorations. Then in December we went to Burnside Garden Centre for a Christmas Afternoon Tea. So much food, most people came away with full doggy bags as well as having eaten their fill whilst there!!

Thank you all so much for your continued regular attendance and participation at our meetings. You never fail to buy raffle tickets or 50/50 draw envelopes, and donating raffle prizes and refreshments. Thank you, too, to all who are happy to serve brews, tidy up and wash up afterwards, without any pressure to do so.

Thank you all for being yourselves, for being such lovely friends!!

Thank you all so much for everything.

Di Graveston

Electoral Roll 2024

Following the 6 yearly Renewal of the Electoral Roll this year, the number on the Roll has dropped quite dramatically. This was prepared on 18th March to be completed 2 months before the APCM which is scheduled for 18th May. Whilst it is completed it will not be on display until at least 2 weeks prior to the APCM.

The number on the roll is 83. 57 live within our Parish Boundaries, whilst 26 live without that Boundary.

Di Graveston

Bereavement Group 2024

Throughout 2024, I have endeavoured to hand out a remembrance card, at the appropriate date, to the relatives of those on the remembrance list who have passed in the recent 3 years. However, as I am now the only member of the original team who started this group many years ago, still involved, I am finding it quite an onerous task, but one I feel is necessary, so that we can maintain contact and offer support to those who have lost a loved one.

Di Graveston

Fabric Report 2024

All electric equipment has been pat tested. Just one kettle failed. Still waiting for the go ahead for the two pillars at St. David's (planning and faculty). We now have a drop safe shortly to be fitted in the choir vestry. I've also spoken to the electrician about cctv cameras and he says about £800.00 pounds for 3. We also have two splendid plant pots in the paved area with magnolia plants in them. We have a team of cleaners now doing both churches on a fortnightly basis. I've had to get the mouse man back for a second attempt to get rid of the mice in the narthex . I did change the lock on the vicar's vestry door. 10 keys given out and a list of key holders is in the safe. All mowers and strimmer serviced and working well. The Friday Mustard Seed team will now continue to cut the grass , and look after the church grounds throughout the summer with a view to plant more bulbs later in the year.

John Eastwood

Mustard Seed Report 2024

Our Monday night meals service has had an encouraging year with increasing numbers of people who come to dine with us each week. WE provide a free three course meal of soup, main course and pudding with tea or coffee to everyone who comes which at present is usually over 40 people .Everyone is welcome to come and have a meal on a monday night as this is an excellent outreach activity to show the community that St Peters Church cares about their individual well being, and that we

are just entertaining them with Christ's hospitality. Our annual Christmas dinner catered for 50 people beginning with a short carol service which was much enjoyed. After the meal there were presents for all and a free raffle with lots of prizes. Our staff also help our guests with practical help like filling in forms and benefit claim packs, giving advice on benefit and housing problems, and giving information on services available within the community such as the Pantry food bank, courses available in The Hub with Blackpool College (located in the old Fleetwood Hospital) and Regenda. We hope to continue this valuable work with the continuing donations of local businesses and individuals who we thank for their continuing kindness.

Hilary Craig

Breaking Bread Annual Report 2024

We meet at St David's most Tuesdays throughout the year, holding a short Morning Service at 11.30am- attendance voluntary and open to all. At 12 noon we start to serve a meal of two courses for £4.

We are ably helped by 4 pupils from Chaucer Road school from years 5/6 during term time. They serve the meals to our friends and sit and eat with us.

The interaction between young and old is enjoyed by us all and we are very grateful to the school. The volunteer cooks operate on a rotating schedule, typically every five weeks. Their expenses are reimbursed from our takings. We give thanks to them and to those who provide transport and help with kitchen duties.

Sadly we have lost some of our older friends this past year and invite anyone who would enjoy a hot meal and friendly conversation to join us in the coming year.

All profits are paid into Parish accounts.

Olwen Hetherington

St Peter's & St David's Coffee Morning Group Annual Report 2024

We have continued with our Coffee mornings on Tuesday and Friday each week, apart from Bank Holidays etc. We are pleased to say that, following a very worrying period when Tuesday's were very poorly attended, and we were seriously considering whether it was worth carrying on, everything is now looking a lot rosier. We have our local regulars both days, and a good number of holiday regulars who we see every time they come to the area, and who make a point to visit us, as well as a good number of new faces and voices, which has been absolutely lovely and a breath of fresh air. The refreshment takings are on the up, and Cheryl's stall, tombola and 50/50 is a boon, as well as Marylin's hamper raffles. Thank you so much to our stalwart team who are magnificent in making everyone very welcome.

Di & Pat

St. Peter's and St. David's Men's Fellowship

Several events this past 12 months. A steam train excursion in Preston.

A couple of nights in The Steamer . One a games night and one just a social night.

Also a Christmas meal.

If anyone has any ideas for nights out or would like to organise them.

John E

Church Warden Report May 2025

We started the year in Interregnum, but, thanks to wonderful retired and serving clergy, we covered every Service and Church activity with ease. A big thank you to all who ran our Services, to our Serving Team, our small but amazing choir, to our Sidespersons, to all who ran Coffee Mornings, Mustard Seed Monday and Friday, Prayer and Healing Group, Walsingham Cell, Mothers Union, Breaking Bread, Church cleaning, to the wonderful team who maintain the grounds of our 2 building, and to all who have run stalls at our Church Fairs. It really has been much appreciated.

Thankfully, since early September, we have gladly welcomed Fr. Andrew as our Curate in Charge, and we have been pleased to support him and help him settle into the Parish. Unfortunately he has suffered some health difficulties, which, hopefully, are now resolved, so that we can all work together to ensure our Church life and Worship will continue to develop and grow.

We would like to take this opportunity to thank you all for your continued love and support throughout the year.

Di & John

Friday Mustard Seed

We have carried on making the usual assortment of things, bird tables and boxes. Planters. Benches. A couple of Hedgehog boxes. A doll's house. Plenty of things for Christmas with plenty of ideas from David Fallows.

After our morning at St. David's we then move to St. Peter's . Here we continue to look after the ground and fabric of the church. Can I thank Scott for all his help. Kevin for his tea and crumpets and laughing Mick for just being there.

John E