

# THE LICHFIELD DIOCESAN TRUST NO 1439 ST ANDREW THE WESTLANDS

England & Wales · Charity number 203230

## Details

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Other names	THE LICHFIELD DIOCESAN TRUST NO 1200 ST ANDREW THE WESTLANDS
Status	Registered
Legal form	Other
Registered	1962-02-12
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	50 Kingsway West Newcastle ST5 3PU
Phone	01782619594
Website	<a href="http://www.churchinthewestlands.org.uk">www.churchinthewestlands.org.uk</a>

## Activities

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**Objects:** PROVISION OF A RESIDENCE FOR THE CURATE-IN-CHARGE OF THE CONVENTIONAL DISTRICT OF ST ANDREW THE WESTLANDS AND OTHER ECCLESIASTICAL PURPOSES.

**Activities:** The object of the trust is for the provision of a residence for the curate-in-charge of the conventional district of St Andrew the Westlands and other ecclesiastical purposes.

## Classification

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- **How:** Provides Other Finance
- **What:** Religious Activities
- **Who:** Other Charities Or Voluntary Bodies

## Geography

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- **Area of benefit:** CONVENTIONAL DISTRICT OF ST ANDREW THE WESTLAND
- Staffordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£2,768	£0	-	-
2023-12-31	£6,605	£0	-	-
2022-12-31	£0	£9,557	-	-
2021-12-31	£25,203	£0	-	-
2020-12-31	£0	£0	-	-

## Trustees

Name	Role	Appointed
<b>ANDREW DAWSWELL</b>	Chair	2011-11-11
Alan Swanborough		2018-04-22
<b>CHRISTOPHER GILL</b>		2022-05-29
David Awty Leech		2023-05-07
<b>GILLIAN ROSEMARY MOSS</b>		
<b>GLENYS HILDA GILL</b>		
George Robert Samuel Bell		2021-01-18
<b>HELEN CLARE MCGARRY</b>		2013-06-29
<b>HELEN CRAWFORD SWANBOROUGH</b>		2017-04-09
<b>HELEN ROSEMARY ANN COLLINS</b>		2012-05-29
<b>IRENE HARDACRE</b>		2011-05-15
Jane Barbara Machin		2019-04-14
Karen Gallagher		2023-05-07
<b>MARGARET ANNE HOLLINS</b>		2015-04-26
Marie Gail Bateman		2021-05-23
Neil John Thompson		2025-05-11
<b>STUART GRAHAM RUSHTON</b>		
Sam Jonathan Jones		2017-04-09
Stephen John Forrester		2023-05-07
Stuart Malcolm Jackson		2021-05-23
Susanne Elaine Maddison		2024-05-12
Tania Thevarajini Arnold		2021-05-23

**THE LICHFIELD DIOCESAN TRUST NO 1439 ST ANDREW THE WESTLANDS**

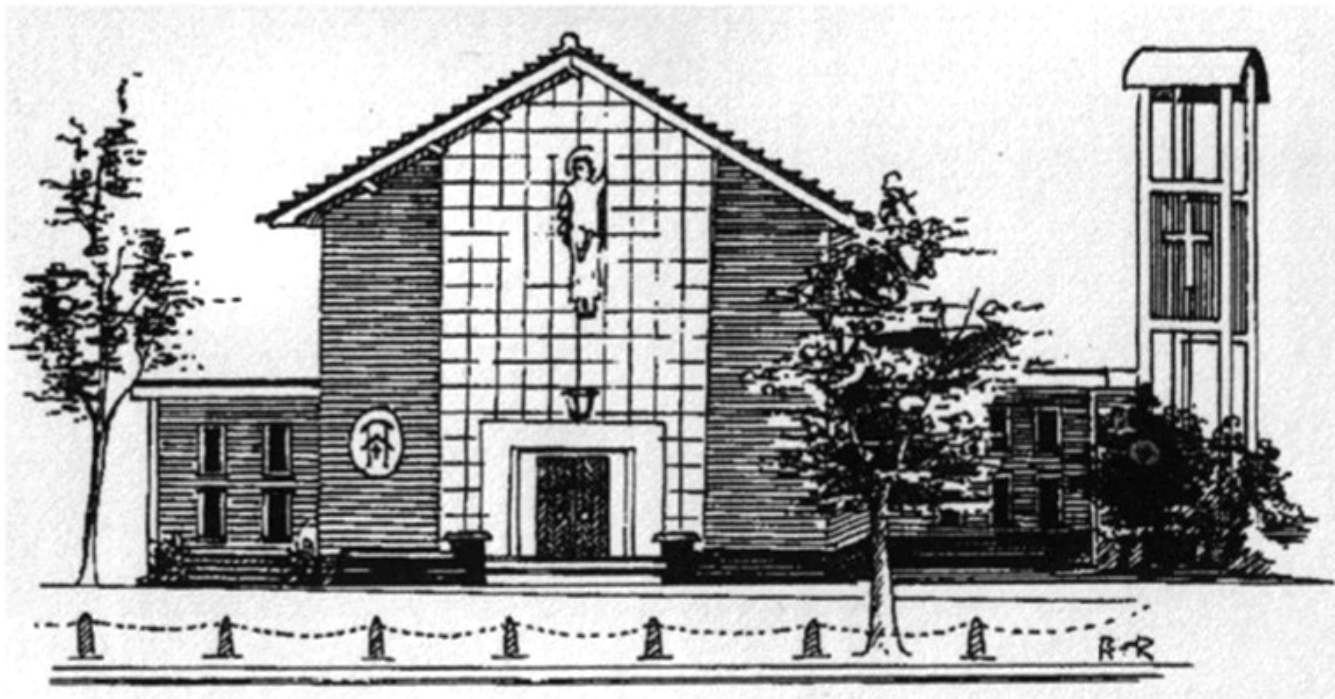
England & Wales - Charity number 203230

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# Accounts

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**St. Andrew's Church in the Westlands,  
Newcastle-under-Lyme**  
**in the Diocese of Lichfield**



[www.churchinthewestlands.org.uk](http://www.churchinthewestlands.org.uk)

**ANNUAL REPORT AND ACCOUNTS OF THE  
PAROCHIAL CHURCH COUNCIL**

*CHARITY COMMISSION REFERENCE 1132163*

**ANNUAL ACCOUNTS 2021**

(Incorporating the Annual Accounts of the  
Lichfield Diocesan Trust no 1439 St Andrew the  
Westlands)

**Incumbent:**

Revd Andrew Dawswell  
The Vicarage  
50, Kingsway West  
Newcastle-under-Lyme  
ST5 3PU

**Bank:**

**Examiner:**

National Westminster Bank plc

**Independent**

Richard Booth

75, High Street,  
Ave,  
Newcastle-under-Lyme,  
Lyme,  
Staffordshire,  
ST5 1PN

117 Dartmouth  
Newcastle-under-  
Staffordshire  
ST5 3NR

## Welcome

Welcome to the Annual Report and Accounts of St. Andrew's Church, Westlands and welcome to our Church, whether you are a regular or a newcomer just paying us a visit. Please come back soon!



A special welcome to any who have joined us for the first time this year, it is good to have new people with us as we try and grow together as part of God's Church here in the Westlands.

The Annual Report should provide you with all the legally required information, but hopefully it will also provide you with a flavour of what has taken place at St. Andrews over the last year.

This will also be supplemented by a number of other reports to be presented at the short Annual Parochial Church Meeting (APCM) on Sunday 29<sup>th</sup> May at 6.30pm. Please feel free to join us then if you can.

If you would like to know more about our work then please ask the Vicar, Churchwardens or any other members of the Parochial Church Council (PCC).

## Administrative Information

St. Andrew's is situated at the top of Pilkington Avenue in the heart of the Westlands.

St. Andrews is registered as a Charity with the Charity Commission, reference 1132163, as *The Parochial Church Council of the Ecclesiastical Parish of St Andrew, the Westlands*. Its working name is *St. Andrew's PCC, Westlands* and further details of our registration can be found on the Charity Commission website, along with Annual Reports from previous years, which can also be found on the Church website.



The Correspondence address for the Charity is that of the Vicarage:  
50, Kingsway West, Newcastle-under-Lyme,  
Staffordshire, ST5 3PU

## **Trustees**

The Trustees of the Charity are the members of the PCC of St. Andrews Church in the Westlands. Members of the PCC are either ex officio or elected by the APCM in accordance with the Church Representation Rules.

Our vicar, Andrew Dawswell serves as Chairman, along with:

Until May 2021: Sue Tattersall (churchwarden), Alan Swanborough, Helen Collins (Churchwarden), Jenny Boston, Diana Cotes, Sara Froggatt, Helen McGarry, Gillian Moss, Stuart Rushton, Margaret Hollins (Secretary) Steve Forrester (treasurer), Irene Hardacre, Tracey Holland, Jane Machin, Sam Jones & Paul Honeyfield; and our deanery synod reps: Glenys Gill, Helen Swanborough & John Soto

From May 2021: Margaret Hollins (churchwarden), Alan Swanborough, Helen Collins (Churchwarden), Jenny Boston, Sara Froggatt, Helen McGarry, Gillian Moss, Stuart Rushton, Margaret Hollins, Steve Forrester (treasurer), Irene Hardacre, Jane Machin, Sam Jones (Secretary from November), Stuart Jackson, Tania Arnold, Bob Bell, Naomi Savage & Paul Honeyfield; and our deanery synod reps: Glenys Gill, Helen Swanborough & John Soto . Chris Gill, on re-election to General Synod, resumed active membership of PCC in Nov'21

## **Structure, governance and management**

The PCC is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure (1956), as amended, and the Church Representation Rules.

As well as having oversight of the general finances of the Church, the PCC are also Managing Trustees of the Lichfield Diocesan Trust no 1439 St Andrew the Westlands (a separate charity with registration number 203230). The capital element of this trust has for many years been invested so as to provide an income stream for the Church, the capital element being held as restricted funds and the interest or income being paid over to the main charity to be utilised by the PCC for the work of the Church generally. We envisage however that the whole of this trust is likely to be expended in the coming year as part of the financing of our major building project. The finances for this trust are incorporated within the financial statements that follow.

The PCC has ultimate responsibility for a wide range of matters affecting the Parish and endeavours to keep itself abreast of current information on such issues as Health and Safety, Disability Discrimination legislation and Child Protection either through "local" guidance or through wider Diocesan advice, or often a mixture of both.

Apart from the Standing Committee of the PCC, the Church has three significant ongoing committees to consider its important areas of work - Worship; Mission Partners; Facilities; & Buildings Development. PCC members generally each serve on at least one committee along with others who have a keen interest in the particular area covered by the committee. These committees will bring recommendations to the PCC for consideration. Each has a delegated authority to spend up to £200. Non-routine expenditure above this sum requires two quotations and Standing Committee authorisation.

- In addition a Funding committee for the New hall project began meeting in March, and they have also discussed other details of the project
- Our Covid Committee also met regularly till August to look at the Government guidance and decide how best to apply it to our church. Since then major decisions have been taken by the PCC, more minor ones by the vicar & wardens

## **Objectives and Activities**

The primary objective of the PCC is to promote the Gospel of our Lord Jesus Christ and in accordance with the Parochial Church Council Powers Measure (1956), as amended, it co-operates with the minister in promoting within the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

Although the Church in the Westlands locale ecumenical partnership finished when St Peter's closed in the spring, we are currently still continuing to use the same mission statement: 'we are committed in the power of the Holy Spirit that our worship, service and witness will demonstrate to everyone the love of Jesus Christ.'

## **Public Benefit**

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity.

The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Saint Andrew, the Westlands, it helps to promote the whole mission of the Church (pastoral, evangelistic, social and ecumenical) more effectively, within the Ecclesiastical Parish, and that in doing so it provides a benefit to the public by:

- Providing facilities for public worship, pastoral care and spiritual, moral and intellectual development, both for its members and for anyone who wishes to benefit from what the Church offers; and
- Promoting Christian values, and service by members of the Church in and to their communities, to the benefit of individuals and society as a whole.

## **Volunteer Input**

In all of this, we are immensely grateful for all those who willingly give of their time to contribute to the charitable activities of the PCC or in providing funds. The extensive nature of all our volunteers is such that it would be almost impossible to quantify the contribution in terms of hours or an indicative value of this contribution.

Many of those on our Electoral Roll are willing volunteers in one form or another and the work undertaken in meeting our objectives simply could not happen without the considerable contribution of many people within the Parish and beyond.

## **Achievements and Performance**

As the end of December 2020 arrived, the country had returned to Tier 4 of lockdown due to Covid-19. This meant that places at services had to be booked, with a strict limit on numbers attending, and everyone was wearing face coverings. There was no singing or mingling either before or after services. Online services were available either using the internet and telephone -including Tuesday morning prayer and Friday compline via zoom; Sunday 9 am and 11 am services taking place in-person. However, the national situation in early January 2021 meant that the Covid Committee and the PCC decided, with heavy hearts, that we could no longer continue with face to face worship for some months. Services continued using the internet and telephone, and we experimented with having after-service Zoom get-togethers, providing our own coffee! With a mix of help from the Parish Secretary and volunteers, Thursday morning church opening for individual prayer continued. Weekly news updates were issued by Andrew and have been a welcome source of information and contact for everyone. Printed materials were delivered by volunteers to those who do not use the internet, along with a number of people maintaining pastoral contact with others by phone, including several weekly conference calls to small groups. The PCC and other committees continued to meet via Zoom, and a fantastic band of volunteers continued to support the more vulnerable and isolated members of our congregation. Volunteers have continued to act as stewards for the 9 am and 11 am/10.30 am services when we have been able to worship in church.

Prayer meetings and Friday Compline were also arranged using Zoom. Monday evening quizzes were organised via Zoom and were popular. Funerals were particularly difficult for families at this time, with numbers attending being restricted to 30 maximum.

Towards the end of January, we sadly heard that our long-term ecumenical partner, St. Peter's Methodist Church, had decided that it was no longer viable and voted to close down. We gave thanks for 47 years of formal partnership (plus several years of informal working together prior to formal agreement), many friends made over the years, and many joint events and achievements carried out. At the beginning of March, several of St. Andrew's congregation helped to clear out St. Peter's Church and Hall; a burst pipe in the hall had precipitated a rather sudden exit. The office of the Parish Secretary also had to be moved to St. Andrew's choir vestry, and one (fortunately dry) morning saw furniture and a large photocopier being wheeled across the road by a small band of helpers. Michelle is now safely located in the choir vestry and we are very grateful to her for turning her hand to so many tasks throughout difficult times. St. Andrew's offered a very warm welcome to any congregation members of St. Peter's who wished to join us, and several have taken up this offer.

Because of Covid, our previous monthly deliveries of Link had to be curtailed, but we managed to produce and deliver 4 editions to keep the community in touch with our activities during the year. This was produced and copied in-house, largely by volunteers, and we were grateful to many previous deliverers who stepped forward and also took additional copies around, following the loss of some St. Peter's deliverers.

Forget-me-not café was able to recommence in August in the church hall to afford more space for social distancing. Also in August, we were able to re-

start the flower rota, having been grateful to Diana Cotes for providing floral decorations throughout the restrictions.

We were able to hold our Annual General Meeting after the morning service at the end of May, and in June we launched the Faith in the future appeal .

### Face to face worship; Special services and events

As the national vaccination programme rolled out, it was decided by the PCC to resume weekly public worship on Easter Sunday, when an outdoor Easter service for over 70 people was held in front of the church steps, with thankfully good weather. 9 am and 11 am in person services resumed thereafter, with limited numbers and pre-booking, and with some services held outside in good weather.

In Holy Week, we had an on-line Riding Lights performance of "Breaking Day" - a virtual Passion Play, via Zoom, which was enjoyed by many.

On 23<sup>rd</sup> March, a National Day of Reflection was held, and Andrew provided several prayers for us to use.

In June, Thursday communion and Wednesday prayer meetings were able to recommence, along with home communion, bereavement team and some other pastoral visits. We also decided to restart outdoor coffee after the mid-morning service. In July, we recommenced singing (albeit with masks) at the mid-morning service, and dropped the necessity to book a place.

At the beginning of September, Sunday evening services at 6.30 pm were restarted, and in October, it was decided to change back to a 10.30 am morning service instead of 11 am, and to no longer require mask-wearing for this service, although a mask-wearing zone of the church was available for those who wanted to use it.

Also in October, a memorial and thanksgiving service was held in church, which had not been possible in 2020, and the choir and band also re-started. We have been very grateful to have music played throughout the pandemic, and thanks go to Geoffrey, Marie, Peter and Sam for their marvellous playing which has kept our spirits up.

### Homegroup Bible Studies

Homegroups were conducted via Zoom. A study of Ephesians concluded in early February and a Lent course called "Experiencing God" commenced in late February. Summer home groups were also held initially via Zoom. From April to July, the groups studied "Jesus through Old Testament Eyes"; and we then began a series on Mission in the Autumn

### Mission

In January, the PCC carried out a review of the support given to mission partners, and voted to financially support two agencies that are new to us - Brighter Futures and Open Doors, in addition to our contributions to the Church Mission Society (sponsoring Jimmy and Katia Rocks in Brazil), Tearfund, the Bible Society and Scripture Union. The Rocks have continued to send us updates about their work in the face of the problems of the pandemic.

Unfortunately because of restrictions, we were unable to hold our customary Tearfund Open café in May. However, Sandra Baker sold plants and raised £100, which went to Tearfund.

We also continued to support Christian Aid week (£850 + gift aid) and the annual collection for the Children's Society (over £200) via congregation members leaving donation envelopes through collectors' doors, and donations to the local Foodbank were also maintained.

The customary Toy service in December saw a large amount of toys, games and toiletries donated to Glow (formerly ARCH) refuge in Newcastle. These were very gratefully accepted.

### Children and Families Worker

Throughout the difficulties of Covid, Naomi continued to provide videos, Facebook and on-line support and events for children and families, and her cat Antonio became a familiar part of these!

In April, we were able to resume Children's Sunday worship and Little Sparklers on a Tuesday, all in the church hall to ensure sufficient spacing. Naomi kept Xcite going on line, though by the end of the year it was generally taking place in the hall

Outdoor events such as a Fruit of the Spirit Trail, an Art Trail, a Superheroes/Teddies picnic, a Sports Day and a Prayer Trail were offered and proved popular.

The year ended well with a well attended Christingle service in church, and the traditional Christmas Eve crib service.

*Margaret Hollins, Churchwarden*

## **Health And Safety**

Jane Machin took on the role of H&S officer in November and writes:

Being new to the role of Health and Safety Officer I started by reading the existing documentation and online advice. Thanks to Steve Holland, the previous officer, for the documentation that he provided, especially in relation to the COVID rules. Following the advice of the National Candle Association candle, snuffers were introduced at both Services using candles. Additional fire blankets are now in Church. It was identified that First Aid training and a fire drill were required and have been planned for the first half of 2022.

## **2021 Report on the fabric of the church**

Maintenance of the church buildings is overseen by the Facilities Committee. This is the new name adopted by the former Business Committee at the end of 2021. The committee was chaired by Steve Holland until June 2021, and Helen Collins from July 2021 onwards. They met for seven meetings this year, five of which were via Zoom video conferencing and two face to face.

### Church Building

Due to the third national Covid lockdown, the church building had to remain closed from the beginning of the year until Easter.

Following the sad closure of our partners at St Peter's Methodist church in March, new office space was required hence it was decided to re-organise the choir vestry. A desk and office equipment including a copier has been moved in for the use of our part-time church secretary.

Two large, high-level maintenance projects have been completed this year to fulfil work required from our 2019 QI inspection.

Firstly, a roofing conservation contractor was appointed to strip back, repair and repaint all of the concrete window surrounds and metal frames with long-lasting specialist paint. They also removed all the cast iron guttering and downpipes, repaired and repainted them before re-fixing, and also repainted all the wooden soffits and fascias.

Secondly, a concrete specialist contractor has stripped back the concrete bell tower, made repairs and then repainted in a mineral paint that matches the window surrounds. Also, following a specialist bell inspection, the contractor replaced the bell rope and treated some corrosion on the metal bell supports, paying regard to a visit from the DAC bell inspector.

We are grateful to several people who left legacies to St Andrew's that made the funding for this work possible. Hopefully this work will keep the church looking smart for many years to come.

Other, smaller maintenance jobs on the church this year include an additional pipe thermostat to better control the boiler, a replacement feeder pipe for the boiler, new timers for external lights, repairs to the entrance hand rail, and the annual routine servicing of the fire extinguishers and boiler. Volunteers also gave the internal lower windows a welcome and long -overdue clean (!) and regular volunteers continue routine tasks including silver polishing and linen washing.

The PCC this year approved a new Annual Maintenance Plan which details which inspections are needed and when so we are better able to keep on top of necessary regular maintenance.

#### Church Hall

Maintenance on the Hall has been kept to a minimum due to the plans to sell it off during 2022. An electrician has been out to check the safety of the switch controlling some wall heaters and one broken window was boarded up (due to the frame being too rotten to make re-glazing straightforward). A gas safety check was carried out on the kitchen hob in early 2022.

#### Lettings

Covid restrictions mean there have been several months when the hall has not been used. External lettings have remained very low, as several of our long term group hirers have decided to cease activities altogether. There were twelve one -off bookings and, by the end of the year, five regular external hirers.

The main church building was hired on one occasion this year

#### Church grounds

Our lawns have been cut fortnightly in the growing season by North Staffs Lawn Care and all are very satisfied by their work. Flower beds have been maintained by church volunteers over four gardening days during July and September and also by a small number of dedicated volunteers who have taken responsibility throughout the year for individual beds and hedges.

#### Other

Our Health and Safety officer was Steve Holland until June 2021, and the role was taken over by Jane Machin from November.

We hold three policies through Ecclesiastical Insurance- for the Church building, the Church Hall and for Engineering insurance (which covers equipment such as the boiler and heating system). No claims have been made this year.

We are very grateful to members of the Facilities Committee and all the other church volunteers who give their time and energies to keep our buildings, contents and grounds in such good condition. We couldn't manage without you!

## **Faith in the Future / New Hall Project**

Work has progressed apace on the many strands of the new hall project during 2021.

a) Fund Raising

A New Hall Funding Committee was formed at the beginning of the 2021 to discuss and action how to raise the considerable funds needed for the project. The five members have met nearly every month. Firstly, a name was chosen for the new hall hub project- Faith in the Future. Then an information booklet was put together, detailing the plans but also the vision for the project.

A team of church members individually invited every regular member on our electoral roll to a one-on one discussion about the project and if they wished they were given an opportunity to donate or to pledge funds over the next 3 years. A magnificent response was received: by the end of the year £ 236,000 has been given or pledged, (including Gift Aid). Information about the project was also published on our website and included in the Link newsletter, put through the doors of 2,500 homes in the parish.

Two committee members took on the onerous task of applying for grants from external fund-givers, and after many application forms have been complied, by the end of 2021, £45,000 has been achieved, with a few more grant-givers still to make a decision.

Two significant events are being planned for 2022 which should both raise money and also create more public awareness of the new Hub plans. Firstly, there is a craft project titled All Things Bright and Beautiful, which aims to create a very visible display of flowers, animals and creatures of creation that will cover a large section of the external front of church. Secondly, an auction led by a celebrity TV auctioneer is planned for May. In addition, scrap metal is being collected to raise money for the project.

b) Sale of the old hall site

Discussions went ahead with NUL Borough council to seek an arrangement for releasing the 1930's covenant restricting use on the land we are selling and a mutually satisfactory conclusion was achieved.

Solicitors have been appointed, using a firm recommended by the Diocese and various legal issues concerning the sale of the land, which is owned by a Diocesan Trust, have been resolved.

The Hall Funding Committee has discussed questions such as the boundary of land for sale, the need to relocate the oil tank away from the boundary, and how to co-ordinate the timing of the old hall site to release funds at an appropriate point.

Successful fundraising meant by late autumn 2021 we could move ahead with putting the old hall site on the market. Several agents were approached and the PCC decided to appoint Butters John Bee as estate agents and also decided the best approach was to put the site up for a private sale rather than an auction. A board went up in early December, a viewing date was arranged and there was lots of interest. Subsequently, quite a few offers were received and, at time of writing, we have provisionally accepted the highest.

Looking ahead, there is an expectation that contracts will be exchanged in late spring once we have a confirmed price from the new building tender process and when we are satisfied we are in a position to go ahead with the new build. If so, we may be emptying the old hall at the end of November and the old hall site sale completed around December, releasing the funds for our build.

c) Work on the building plans

Early on in the year, the plans gained the full faculty permission needed from the Diocese of Lichfield to go ahead.

A sub-committee was created to discuss options of heating and powering the new hall/ Hub. Although our initial thoughts were for electric panel heaters, early in 2022 our architects advised us that this would not be energy efficient enough for current regulations and air heat pumps were instead the preferred option. Final details are still under review at time of writing. A Hall Internals Committee was formed and has met twice so far to consider details such as kitchen and toilet layout and fittings, wall coverings and flooring and they will soon meet again to firm up on colour schemes.

Due to successful fund raising, by the autumn the PCC decided we had sufficient funds to commission Svetlana Solomonova, from the architect firm BDP, to prepare the more detailed stages of the plans, preparing to go to tender early in 2022. These include very specific information on structural and electrical details and consideration of fine details. Drainage, structural, mechanical and electrical surveys have also been commissioned. We are expecting the completion of these final plans imminently.

Looking forward, a list of building firms that may be interested in our work has been put together and will be approached once the architect's plans are ready. We will then await their tender prices to find out how near we are to financing the project. More work is progressing on the practicalities of how we can continue to use and manage the church when building work commences, including insurance and health and safety considerations. If all proceeds swimmingly then we are hoping that work can start in the early summer.

*Helen Collins, Churchwarden*

## **Safeguarding Report**

It is even more important in these changing times to keep up with good safeguarding practices and training in St. Andrew's Church, especially with new families joining us, and new volunteers giving up their time to help.

I was very impressed with all those who completed the safeguarding training modules online and in person last year, so thank you very much to you all as I didn't have to nag anyone very much! There were two training modules, one basic, one more detailed, with questions throughout to help understanding, and many commented at how useful and essential this training is. There will be more people this year who will need to retrain and if anyone else is interested do let me know.

Kath Thorpe continues to work hard with the administration and new DBS forms when needed, so thank you to her for her commitment.

*Naomi Savage, Parish Safeguarding Officer*

## Mission Action Plan 2022/23

The pandemic has reminded us of the truth of James 4: 13-15: ‘Come now, you who say, “Today or tomorrow we will go into such and such a town and spend a year there and trade and make a profit”—<sup>14</sup> yet you do not know what tomorrow will bring. What is your life? For you are a mist that appears for a little time and then vanishes.<sup>15</sup> Instead you ought to say, “If the Lord wills, we will live and do this or that.”

Although thankfully we were still able to make some progress with our 2019/20 plan in 2020 & 2021, some outstanding intentions have had to be carried over to the 2022/23 plans. As I write in Feb'22 the Covid situation is thankfully looking quite promising. However, perhaps we should nonetheless add a DV (God willing) onto the words that follow...

The following particular areas of focus were agreed for 2022/23: **Reaching new generations; Renewing our Buildings; Recovery from effects of COVID & lockdown**

### 2019/20 Plan.

#### Growing in prayer

- Set up Audit/review group with a brief either to develop new ideas to encourage people to pray, and/or to refresh and publicise better what is already available (eg re-issues of prayer streets rota & ‘prayer without ceasing’ leaflets, prayer chain; helping those with more time - including the housebound- to support church life in prayer
- Teaching on prayer (sermon series and/or home group studies, or lent course)

### Progress that was possible despite pandemic

Review completed; though re-issue of publicity stalled.  
Covid has led to re-start of weekly compile, and more frequent prayer meetings (currently on zoom)  
Sermon series & studies completed

#### Reaching new generations

- Supporting and partnering our children & families worker to enable further development of this area of ministry. Possibilities include... Messy church development- including increasing frequency to monthly; Re-starting weekday Children’s Club for 7-11’s on church premises; Parenting course; Offering Walk through the Bible lessons to schools (Whole overview of the Bible for Yrs 5/6 in 5 x 45min sessions for OT and 5 for NT); Young parents house group

#### Reaching new generations

- Supporting and partnering our children & families worker to enable re-start and further development of work with children and families. Key aims include:
  - Restart of Messy church
  - Development of leaders to work alongside worker
- Small group to investigate digital possibilities for St Andrew’s, including social media development, video/livestreaming
- Review of Sunday morning worship

### 2022/3 plan

(Completing re-issue of prayer literature/booklet to be included in ‘And also’)

### Renewing our Buildings

- Building development committee & PCC to press on with trying to gain planning permission for new hall
- PCC to open a building fund to enable specific gifts to be made to the project; a more concerted appeal being launched once planning permission has been obtained

*Excellent progress, though there is still a way to go*

### Renewing our buildings

- Completing funding (including 'All things bright and beautiful' and Auction) and so enabling building work for new hub to start
- Coping with a year's disruption to our site, including possibility of some months without a hall, and also a few Sundays when we may need to re-locate elsewhere.
- Re-launching the availability of our premises

### Developing Disciples & Leaders

- Interviews in main service to spell out what different church roles involve - partly to encourage prayer, sometimes as a means of encouraging others to consider joining the team
- Lay preachers training/reflection meetings (one of which will focus on preaching to encourage whole-life discipleship)
- Offering a variety of types of training and learning, both in existing home groups and through additional courses

*Several interviews throughout 2019*

*(NB Those who had been developing a preaching ministry are now serving elsewhere)  
As well as ongoing homegroups, extra training on mental health issues*

*('Interviews in main service to spell out what different church roles involve - partly to encourage prayer, sometimes as a means of encouraging others to consider joining the team' to be included in 'And also')*

### Also

- Explore feasibility of re-activating group events to invite guests to
- Developing our partnership with the newly launched Christians Against Poverty (CAP) debt service in Newcastle & Stoke

*Not happened yet*

*Partnership developed, but CAP locally sadly folded*

### Recovery from effects of COVID and lockdown

To include

- Re-starting and re-recruiting for Sunday worship rotas
- Fuller re-launching of choir, music group and band

### Also

- Explore feasibility of re-activating group planning special events to invite guests to
- Review of Mission Statement & Logo
- Completing re-issue of prayer literature/booklet
- Interviews in main service to spell out what different church roles involve - partly to encourage prayer, sometimes as a means of encouraging others to consider joining the team

## **Newcastle- under-Lyme Deanery Synod (March 2021 to February 2022)**

There have been 3 meetings of the Newcastle Deanery Synod during the 12-month period.

The first Deanery Synod meeting took place on 10th May 2021, on Zoom, when Alex Wolvers, the Diocesan Schools Mission Enabler spoke about her involvement in establishing Connect2 - a new church community in Brown Edge. Alex was the Diocesan facilitator for the Deanery's Shaping for Mission discussions and Andrew Dawswell provided a further update on progress with that initiative within the Newcastle Deanery. Chris Gill also gave a brief presentation on the upcoming elections to Diocesan Synod

The second meeting of Synod saw the return of in-person Synod meetings at St. James Clayton on 8th November, where the main Speaker was Matthew Parker - the new Bishop of Stafford. Matthew spoke about a Christian Vision considering the basis of a Christian vision, what a Christian Vision looks like in our generations and what a Christian Vision brings to bear.

The third meeting was back on-line for an interactive presentation by Sally Bubbers, the Bishop's Adviser for Pastoral Care, on 17th January 2022. Sally led our consideration of local church responses to the pastoral and psychological effects of the pandemic on individuals and churches

*Chris Gill, Lay chair*

More details of our current work can also be found on the Church website

### **AGENDA OF ANNUAL PAROCHIAL CHURCH MEETING**

**29 May 2021 6.30pm in church hall**

#### **Annual Vestry Meeting**

- 1 Election of Wardens for the next year.

#### **Annual Parochial Church Meeting**

- 2 Minutes of the Annual Meetings of May 2021
- 3 Electoral roll report
- 4 Election of up to 15 people who will serve for the next year on the Parochial Church Council, and one deanery synod representative
- 5 Presentation of accounts for 2021 & report on the general finances of St Andrew's: *Chris Gill*
- 6 Appointment of Hon Independent Examiner.
- 7 Highlights of written Reports *Margaret Hollins & Helen Collins*
- 8 Faith in the future: Westlands Church & Community Hub  
*Update from Helen Collins and opportunity for Q&A*
- 9 Discussion in smaller groups gathering ideas for possible new church mission projects in our new facilities
- 10 Safeguarding report - *Naomi Savage*

11 To consider briefly any matters of General Church interest to be referred to the newly elected Council. If at all possible please give questions in advance to the vicar on ja.dawswell@googlemail.com or 01782 619594

## Financial Review

The financial accounts for 2021 are set out in their required form in the following pages.

Certain of our income and funds have been received for a specific object, for example the employment of our Children's & Families Worker, but now more prominently the extension to the Church, which it is hoped will replace the Church Hall. Accordingly, these amounts are categorised as restricted funds and may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund and cannot be used for the Church's general use, unless agreed to in writing by the original donors. All other income and funds are categorised as unrestricted funds and are available for general use.

The accounts for the year show that in respect of Unrestricted or General Funds the PCC's expenditure significantly exceeded income and endowments by £71,702, but this deficit largely arises from one-off expenditure on quinquennial repairs amounting to £90,633. Over the last 5 years the Church's finances have been particularly influenced by one-off items of income and expenditure and the table below provides a little more clarity to the financial position.

	2017	2018	2019	2020	2021
	£	£	£	£	£
<b>General (Unrestricted) Fund</b>					
<i>Opening Balance</i>	75,559	79,135	115,732	318,531	297,814
On-going income	123,635	124,437	118,122	104,005	126,936
Parish share	(82,577)	(83,785)	(85,356)	(86,952)	(79,781)
Other On-going expenditure	(40,130)	(42,422)	(40,221)	(37,770)	(33,724)
<b>On-goings surplus / (deficit)</b>	<b>928</b>	<b>(1,770)</b>	<b>(7,455)</b>	<b>(20,717)</b>	<b>13,431</b>
Legacies	13,123	39,702	218,999	0	5,500
Quinquennial Repairs	0	0	(8,745)	0	(90,633)
New Building	(10,475)	(1,335)	0	0	0
<b>Total In-year surplus / (deficit)</b>	<b>3,576</b>	<b>36,597</b>	<b>202,799</b>	<b>(20,717)</b>	<b>(71,702)</b>
<i>Closing Balance</i>	79,135	115,732	318,531	297,814	226,112

Income appears to be returning to pre-covid levels and although there has been a significant amount of one-off donations to the general unrestricted funds during the year, it is hoped that the on-going position may be returning to a more viable position. The reduction in Parish Share has also helped in this regard.

Before adjusting for the Gains on investment assets (which covers 3 years), restricted funds income and endowments exceeded expenditure by £140,571, which is largely the considerable level of fund raising for the Building Fund.

Unrestricted reserves at the 31st December amount to £226,112 and restricted reserves amount to £258,034, although it should be noted that the latter includes the Trust fund, which since the end of the financial year has fallen back in value by £6,112.

## **Reserves Policy**

The Charity Commission requires trustees of each Charity to:

- develop a reserves policy that:
  - o fully justifies and clearly explains keeping or not keeping reserves
  - o identifies and plans for the maintenance of essential services for beneficiaries
  - o reflects the risks of unplanned closure associated with the charity's business model, spending commitments, potential liabilities and financial forecasts
  - o helps to address the risks of unplanned closure on their beneficiaries (in particular, vulnerable beneficiaries), staff and volunteers
- publish the reserves policy (even if not required to by law) and ensure it is tailored to the charity's circumstances - it should not be just a standard form of wording. It should explain to funders, beneficiaries, the public and the commission exactly what reserves are kept (or not kept) for and when they are to be used
- make sure that their reserves policy is put in place and operated
- regularly monitor and review the effectiveness of the policy in the light of the changing funding and financial climate and other risks

The PCC briefly reviewed its unrestricted reserves policy and its application on 24th May 2022:

- The first element of Unrestricted Reserves be set aside to cover two months of day-to-day routine expenditure (£20,000) to cover any unforeseen expenditure or loss of income
- A second element of Unrestricted Reserves be set aside to provide annual contributions towards £25,000 of Quinquennial repairs every 5 years - 3 years since the last quinquennial inspection this would be £15,000
- A third element of Unrestricted Funds to provide for the impact of any annual deficit in general / unrestricted income and expenditure - however with an apparent on-going surplus in 2021 this is not required, but this will need to be monitored during the year
- A fourth element of Unrestricted Funds to provide for the impact of any annual deficit in the Children and Families Worker Fund, so as to enable that work to continue - however the PCC believes the on-going deficit as it currently stands can be accommodated from the on-going general fund surplus going forward.

At the 31st December 2021 this would leave free unrestricted funds of £191,112 which could be invested in the building works

## **Going Concern**

The PCC has considered its current financial circumstances and by adopting this Reserves Policy believes that the Church's position can be considered as a going concern for the medium term. However, it may be at risk from changes in giving levels and the PCC will need to continue to monitor this closely.

## **Independent Examiner's Report to the Trustees of St Andrews Church in the Westlands Parochial Church Council**

I report to the trustees on my examination of the accounts of St Andrews Church in the Westlands for the year ended 31 December 2021 which are set out on pages 16 to 27.

### **Responsibilities and basis of report**

As Trustees of St Andrews Church in the Westlands, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of St Andrews Church in the Westlands accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Richard Booth

Richard Booth ACA  
117 Dartmouth Avenue  
Westlands  
Newcastle-u-Lyme  
Staffordshire  
ST5 3NR

2 August 2022

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>	
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>2021</b>	<b>2020</b>
				<b>£</b>	<b>£</b>
<b>Income and Endowments</b>					
Voluntary Income	<b>2a</b>	123,672	171,068	294,740	117,280
Activities for Generating Funds	<b>2b</b>	-	1,199	1,199	-
Income from Investments	<b>2c</b>	2,098	-	2,098	2,313
Church Activities	<b>2d</b>	6,666	365	7,031	5,448
Other incoming resources	<b>2e</b>	-	-	-	-
<b>Total Income</b>		<u>132,436</u>	<u>172,632</u>	<u>305,068</u>	<u>125,041</u>
<b>Expenditure</b>					
Costs of generating voluntary income	<b>3b</b>	120	-	120	-
Fund-raising trading costs	<b>3c</b>	-	-	-	-
Church Activities	<b>3a</b>	204,018	32,061	236,079	163,213
<b>Total Expenditure</b>		<u>204,138</u>	<u>32,061</u>	<u>236,199</u>	<u>163,213</u>
<b>Net Income / (Expenditure)</b>		(71,702)	140,571	68,869	(38,172)
Gains/(Losses) on investment assets	<b>5b</b>	-	25,203	25,203	-
<b>Net Movement in Funds</b>		<u>(71,702)</u>	<u>165,774</u>	<u>94,072</u>	<u>(38,172)</u>
Balances Brought Forward at 1 January		297,814	92,260	390,074	428,246
<b>Balances Carried Forward at 31 December</b>		<u>226,112</u>	<u>258,034</u>	<u>484,146</u>	<u>390,074</u>

The comparable Statement of Financial Activities for the year ended 31st December 2020, split between type of Fund, is set on the next page.

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL 2020</b>
	Note	£	£	£
<b>Income and Endowments</b>				
Voluntary Income	2a	96,328	20,952	117,280
Activities for Generating Funds	2b	-	-	-
Income from Investments	2c	2,313	-	2,313
Church Activities	2d	5,364	84	5,448
Other incoming resources	2e	-	-	-
<b>Total Income</b>		<u>104,005</u>	<u>21,036</u>	<u>125,041</u>
<b>Expenditure</b>				
Costs of generating voluntary income	3b	-	-	-
Fund-raising trading costs	3c	-	-	-
Church Activities	3a	124,722	38,491	163,213
<b>Total Expenditure</b>		<u>124,722</u>	<u>38,491</u>	<u>163,213</u>
<b>Net Income / (Expenditure)</b>		(20,717)	(17,455)	(38,172)
Gains/(Losses) on investment assets	5b	-	-	-
<b>Net Movement in Funds</b>		(20,717)	(17,455)	(38,172)
Balances Brought Forward at 1 January		318,531	109,715	428,246
<b>Balances Carried Forward at 31 December</b>		<u>297,814</u>	<u>92,260</u>	<u>390,074</u>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**BALANCE SHEET AS AT 31 DECEMBER 2021**

	Note	Unrestricted Funds £	Restricted Funds £	TOTAL FUNDS 2021 £	2020 £
<b>Fixed Assets</b>					
Tangible	5a	-	-	-	-
Investments	5b	-	81,187	81,187	55,984
		<u>-</u>	<u>81,187</u>	<u>81,187</u>	<u>55,984</u>
<b>Current Assets</b>					
Debtors	6	8,018	-	8,018	5,489
Short Term Deposits		-	-	-	-
Cash at Bank and in Hand		234,043	178,053	412,096	334,227
		<u>242,061</u>	<u>178,053</u>	<u>420,114</u>	<u>339,716</u>
<b>Liabilities</b>					
Creditors - amounts falling due in one year	7	15,949	1,206	17,155	5,626
		<u>226,112</u>	<u>176,847</u>	<u>402,959</u>	<u>334,090</u>
<b>Net Current Assets / (Liabilities)</b>					
		<u>226,112</u>	<u>258,034</u>	<u>484,146</u>	<u>390,074</u>
<b>Total assets less current liabilities</b>					
		-	-	-	-
<b>Total net assets</b>		<u>226,112</u>	<u>258,034</u>	<u>484,146</u>	<u>390,074</u>
<b>Parish Funds</b>					
Unrestricted	9	226,112	-	226,112	297,814
Restricted	8	-	258,034	258,034	92,260
		<u>226,112</u>	<u>258,034</u>	<u>484,146</u>	<u>390,074</u>

Approved by the Parochial Church Council on 24th May (amended on 19th September 2022) and signed on its behalf by Revd Andrew Dawswell (PCC Chairman)



.....  
The notes on pages below form part of these accounts

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**1 ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Statement of Recommended Practice for Charities (SORP) and applicable accounting standards (FRS102)

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body nor those that are informal gatherings of Church members.

**Cashflow Statement**

The Charity has taken advantage of the exemption in FRS102 from the requirement to produce a Cash flow statement on the grounds that the income does not exceed £500,000.

**Funds**

*Restricted funds* represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund and because of its materiality and difficulty in undertaking the exercise interest is not apportioned to each individual fund.

*Unrestricted funds* are income funds which are to be used for PCC general purposes

**Income and Endowments**

*Planned giving, collections and donations* are recognised when received. *Tax refunds* are recognised when the incoming resource to which they relate is received. *Grants and legacies* are accounted for when the PCC is legally entitled to the amounts due. *Interest* is accrued. All *other income* is recognised when it is receivable. All incoming resources are accounted for gross, with the exception of income shared with St. Peter's Church, our ecumenical partner, where only the element relating to St. Andrew's is recorded.

**Expenditure**

*Grants and donations* are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. *The diocesan parish share* is accounted for when due. Amounts received specifically for *mission* are dealt with as restricted funds, as are amounts received specifically to fund the *Childrens and Families Worker*. All *other expenditure* is generally recognised when it is incurred and is accounted for gross.

**Fixed Assets**

Consecrated and beneficed property is not included in the accounts in accordance with s.10(2)(a) of the Charities Act 2011, and the Charities (Special Cases) Regulations 2011, and which require a faculty for disposal, are inalienable property, listed in the Church's Inventory, which can be inspected (at any reasonable time). All inalienable property assets are not valued in the financial statements and as such expenditure on any acquisitions are written off when incurred.

Individual items of *equipment* used within the church premises are also written off when the asset is acquired.

*Investments* are valued at market value at 31 December

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

		<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>	
	<b>Note</b>	<b>£</b>	<b>£</b>	<b>2021</b>	<b>2020</b>
				<b>£</b>	<b>£</b>
<b>2 INCOME AND ENDOWMENTS</b>					
<b>2a Voluntary Income</b>					
Planned giving:					
Eligible for Gift Aid	<b>10</b>	77,254	16,086	93,340	81,680
Tax recoverable	<b>10</b>	19,397	2,679	22,076	21,297
Other	<b>10</b>	6,130	15,145	21,275	9,470
Collections (open plate)	<b>11</b>	2,673	322	2,995	2,367
Grants	<b>12</b>	850	10,000	10,850	-
Other Donations, appeals etc.	<b>13</b>	10,160	101,068	111,228	2,294
Tax recoverable	<b>13</b>	1,708	25,768	27,476	172
Legacies		5,500	-	5,500	-
		<u>123,672</u>	<u>171,068</u>	<u>294,740</u>	<u>117,280</u>
<b>2b Activities for Generating Funds</b>					
Fund-raising (coffee mornings etc.)	<b>14</b>	-	1,199	1,199	-
		<u>-</u>	<u>1,199</u>	<u>1,199</u>	<u>-</u>
<b>2c Income from Investments</b>					
Interest from CBF Investment Account		2,060	-	2,060	1,990
Interest from Bank Accounts		38	-	38	323
		<u>2,098</u>	<u>-</u>	<u>2,098</u>	<u>2,313</u>
<b>2d Income from Church Activities</b>					
Church Hall Lettings		2,536	-	2,536	3,532
PCC Fees	<b>15</b>	3,033	365	3,398	1,284
Training, Development & Nurture	<b>16</b>	672	-	672	442
Use of Church & Parish Room		425	-	425	190
Other income		-	-	-	-
		<u>6,666</u>	<u>365</u>	<u>7,031</u>	<u>5,448</u>
<b>2e Other income</b>					
		-	-	-	-
<b>Total Income and Endowments</b>		<u>132,436</u>	<u>172,632</u>	<u>305,068</u>	<u>125,041</u>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS 2021 £</b>	<b>2020 £</b>
<b>3 EXPENDITURE</b>					
<b>3a Church Activities</b>					
Missionary and charitable giving:	<b>17</b>				
Church overseas:					
Missionary societies		4,840	-	4,840	4,020
Relief and development agencies		820	540	1,360	1,970
Home missions and other Church Societies		855	25	880	1,248
Secular Charities		823	297	1,120	-
		<u>7,338</u>	<u>862</u>	<u>8,200</u>	<u>7,238</u>
Ministry					
Diocesan Parish Share		79,781	-	79,781	86,952
Other Ministry Costs	<b>18</b>	4,744	1,306	6,050	6,352
Building Development	<b>22</b>	-	1,042	1,042	12,153
Church Running Expenses	<b>19</b>	9,208	320	9,528	7,732
Church Maintenance	<b>20</b>	92,495	-	92,495	3,849
Upkeep of services	<b>21</b>	3,163	-	3,163	1,730
Upkeep of church grounds		1,104	-	1,104	772
Expenditure on Link		203	-	203	309
Training, development & nurture	<b>16</b>	1,194	28,531	29,725	28,627
Church Hall		3,720	-	3,720	5,548
Printing, stationery and office expenses		1,068	-	1,068	1,951
		<u>204,018</u>	<u>32,061</u>	<u>236,079</u>	<u>163,213</u>
<b>3b Generation of voluntary income</b>					
Cost of Stewardship		120	-	120	-
		<u>120</u>	<u>-</u>	<u>120</u>	<u>-</u>
<b>3c Fund-raising costs</b>					
		-	-	-	-
<b>Total Expenditure</b>		<u>204,138</u>	<u>32,061</u>	<u>236,199</u>	<u>163,213</u>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>	
<b>Note</b>	<b>£</b>	<b>£</b>	<b>2021</b>	<b>2020</b>
			<b>£</b>	<b>£</b>
<b>4a STAFF COSTS</b>				
Gross Wages and salaries	6,906	25,616	32,522	31,626
National Insurance Costs		2,319	2,319	2,208
Pension Costs	157	581	738	711
	<u>7,063</u>	<u>28,516</u>	<u>35,579</u>	<u>33,965</u>

During the year the PCC employed a secretary and church cleaner (both part-time) and the PCC also paid the Childrens and Families Worker from a Restricted Fund. The cost of the cleaner is divided equally between the Church and the Church Hall.

**4b PAYMENTS TO PCC MEMBERS**

Apart from the Childrens and Families Worker, whose costs are shown in note 4a above, there were no payments to PCC members during 2021, other than for the reimbursement of purchases made on behalf of the Church. No other PCC member, persons closely connected to them or related parties received remuneration, benefit or reimbursement of travelling or other expenses .

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS</b>	
<b>Note</b>	<b>£</b>	<b>£</b>	<b>2021</b>	<b>2020</b>
			<b>£</b>	<b>£</b>
<b>5 FIXED ASSETS</b>				
<b>5a Tangible</b>	None	None	None	None
<b>5b Investments</b>				
Market value - 1 January	-	55,984	55,984	55,984
Disposal at carrying value	-	-	-	-
Purchases at cost	-	-	-	-
Gain / (loss) on annual revaluation	-	25,203	25,203	-
	<u>-</u>	<u>81,187</u>	<u>81,187</u>	<u>55,984</u>

The holding at 31 December 2021 was 3466.86 units in the Church of England's Central Board of Finance Investment Fund

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS</b>		
				<b>2021 £</b>	<b>2020 £</b>	
<b>6 DEBTORS</b>						
Income tax recoverable		8,018	-	8,018	5,180	
Owed by others		-	-	-	309	
		<u>8,018</u>	<u>-</u>	<u>8,018</u>	<u>5,489</u>	
<b>7 SUNDRY CREDITORS</b>						
Organist		2,537	724	3,261	-	
Choir		481	-	481	481	
Owed to Diocese Re Clergy Fees		1,844	-	1,844	676	
Owed to Parish Share		-	-	-	4,422	
Owed to Vergers		-	-	-	47	
Owed to Children's & Families Worker		-	398	398	-	
Owed to Missions		7,300	84	7,384	-	
Owed to Others		3,787	-	3,787	-	
		<u>15,949</u>	<u>1,206</u>	<u>17,155</u>	<u>5,626</u>	
		<b>Opening Balance £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Closing Balance £</b>
<b>8 RESTRICTED FUNDS</b>						
Missionary & Charitable Giving	-	925	862	-	63	
The Puppet Ministry	67	-	-	-	67	
Building Planning Fund	10,494	150,462	1,042	-	159,914	
Children & Families Worker	22,591	20,534	29,822	-	13,303	
Flower Fund	2,409	345	320	-	2,434	
Organ Fund	701	365	-	-	1,066	
Messy Church	15	-	15	-	-	
Trust Fund	55,984	25,203	-	-	81,187	
		<u>92,261</u>	<u>197,834</u>	<u>32,061</u>	<u>-</u>	<u>258,034</u>

The Trust Fund restricted fund is the capital element from the sale of a former curate's house, which can only be utilised by the PCC if permission is granted by the Diocesan Trustees. This is currently invested in the Church of England's Central Board of Finance Investment Fund and the interest income from the investment is unrestricted funds (as opposed to the gain / loss on valuation, which is shown as separately identified above) and as such is paid directly into the Church's bank account and utilised by the PCC for general purposes.

# ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

### 9 UNRESTRICTED FUNDS

£42,629 of the unrestricted funds have been committed to fund Architects fees in relation to the extension. Payment of which has since been made in 2022.

### 10 PLANNED GIVING

The restricted element relates to planned giving in respect of the Children and Families Worker and regular giving towards the Building Fund

### 11 PLATE COLLECTIONS

£

The restricted element comprises the following:

Remembrance Sunday to Service Charities	297
Christingle Offering	25
Confirmation Service Offering	

322

### 12 GRANTS

The unrestricted grant income in 2021 of £850 represents contributions from the Gift Aid Small Donation Scheme. The restricted grant income of £10,000 is a grant from the All Churches Trust towards the building fund

### 13 DONATIONS, APPEALS ETC.

£

The restricted element comprises the following:

Missionary and Charitable Giving	63
Building Fund	126,086
Flower Fund	346
Children & Families Worker	341

126,836

These include the Tax recoverable on Gift Aid donations where relevant

### 14 FUND RAISING

£

These comprise the following:

Tearfund - Open Cafe etc.	456
Action Aid	-
Other missions	84
Building Fund	659

1,199

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**15 PCC FEES**

PCC Fees for Weddings and Funerals etc. do not include those fees paid to the Diocese (to help pay Clergy Stipends) or to the Organist and Verger as the Church only acts as agent in collecting and passing on these fees.

**16 TRAINING, DEVELOPMENT AND NURTURE**

	<b>Incoming Resources £</b>	<b>Resources Expended £</b>
This comprises the following:		
Children & Families Worker		28,516
External Training of Volunteers	-	-
Bereavement Care	-	-
Materials for Groups	325	331
Messy Church (inc. Teddy Bear's Picnic)	-	15
Schools Work		238
Other Work with Children and Young People	-	345
Outreach work	-	27
Pastoral Work		30
Puppet Ministry		-
Refreshments	232	140
Rememberance Book	115	83
Gifts		-
	<u>672</u>	<u>29,725</u>

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>TOTAL FUNDS</b>	
<b>Note</b>	<b>£</b>	<b>£</b>	<b>2021 £</b>	<b>2020 £</b>

**17 MISSIONARY AND CHARITABLE GIVING**

Church Overseas - Missionary Societies				
	820		820	820
	3,200		3,200	3,200
	820		820	-
	<u>4,840</u>	<u>-</u>	<u>4,840</u>	<u>4,020</u>

Church Overseas - Relief and Development Agencies				
	820	540	1,360	1,970
	<u>820</u>	<u>540</u>	<u>1,360</u>	<u>1,970</u>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS 2021</b>	<b>2020</b>
<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>17 MISSIONARY AND CHARITABLE GIVING continued</b>				
Home Missions and Other Church Societies				
Childrens' Society		25	25	-
Christians Against Poverty			-	-
Good News for Everyone (formerly Gideons UK)			-	820
Scripture Union	820		820	820
UCCF			-	820
Bishop's Ordination Candidates Fund			-	-
Churches Together in Newcastle Town	35		35	35
Deanery Synod			-	-
Simeons Trustees			-	-
Transfers	-		-	(1,247)
	<u>855</u>	<u>25</u>	<u>880</u>	<u>1,248</u>
Secular Charities				
Brighter Futures	820		820	-
Combatt Stress	3	97	100	-
Poppy Fund Appeal		100	100	-
SSAFA		100	100	-
	<u>823</u>	<u>297</u>	<u>1,120</u>	<u>-</u>
<b>Total Missionary and Charitable Giving</b>	<u>7,338</u>	<u>862</u>	<u>8,200</u>	<u>7,238</u>

The following has also passed through the Church's books, by virtue of the Church acting as agent and this is not reflected in the Church accounts.

Bishop's Lent Appeal	-		-	-
	<u>-</u>		<u>-</u>	<u>-</u>

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>TOTAL FUNDS 2021</b>	<b>2020</b>
<b>Note</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>18 OTHER MINISTRY COSTS</b>				
Visiting Clergy Expenses	117	-	117	-
Vicar's secretary	4,073	-	4,073	4,073
Working expenses of incumbent	554	-	554	1,628
Working Expenses of curate	-	-	-	-
Working Expenses of C&FW	-	1,306	1,306	560
External Training of Staff	-	-	-	91
	<u>4,744</u>	<u>1,306</u>	<u>6,050</u>	<u>6,352</u>

**ST ANDREWS IN THE WESTLANDS PAROCHIAL CHURCH COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

	Unrestricted Funds	Restricted Funds	TOTAL FUNDS 2021	2020
Note	£	£	£	£
<b>19 CHURCH RUNNING EXPENSES</b>				
These comprise the following:				
Electricity	790	-	790	908
Heating Oil	4,277	-	4,277	2,829
Water	152	-	152	105
Cleaner	1,494	-	1,494	1,494
Cleaning Materials	95	-	95	96
Insurance	2,400	-	2,400	2,121
Flowers	-	320	320	179
	<u>9,208</u>	<u>320</u>	<u>9,528</u>	<u>7,732</u>
<b>20 CHURCH MAINTENANCE</b>				
<b>Routine Maintenance</b>	936	-	936	2,392
<b>Major Maintenance</b>				
Quinquennial Repairs & Survey	90,633	-	90,633	-
Organ Repairs & Tuning	-	-	-	-
Boiler Repairs	767	-	767	1,457
Window Repairs	159	-	159	-
	<u>92,495</u>	<u>-</u>	<u>92,495</u>	<u>3,849</u>
<b>21 UPKEEP OF SERVICES</b>				
Organist	2,537	-	2,537	1,108
Christian Copyright Licence	212	-	212	333
Music / Choir	-	-	-	-
Sound System Consumables	10	-	10	-
Communion	43	-	43	-
Service Books / Prayer Resources	-	-	-	-
Other	361	-	361	289
	<u>3,163</u>	<u>-</u>	<u>3,163</u>	<u>1,730</u>
<b>22 Building Development</b>				
Architects and other Fees	-	1,042	1,042	9,630
Building Improvements	-	-	-	-
Other Improvements	-	-	-	2,523
	<u>-</u>	<u>1,042</u>	<u>1,042</u>	<u>12,153</u>