



Annual Parochial Church Meeting

St Margaret's Church Whalley Range Sunday 12th May 2024 at 10.30am

Trustees report for the Year 1st January – 31st December 2023

Achievements & Performance

- Recruitment, appointment, and welcome of new Vicar Revd Tom Studman, a post held in plurality with St Edmund's, Whalley Range, and St James', Moss Side.
- Licencing of Revd Tom was held on August 29th at St Edmund's church.
- Revd Ian Harvey was priested in July 2023 at Manchester Cathedral and he declared his faith in the presence Father Azariah France-Williams in St Margaret's Church the week afterwards. Revd Ian continued as a non-stipendiary minister.
- A Sunday morning service was held every week at 10.30 am in addition to special seasonal services.
- St Margaret's continued its 'Inclusive Church' membership and is committed to being an inclusive community church.
- The provision of pastoral and spiritual support beyond the congregation, particularly through offering ministry in baptism, marriages and funerals.
- Church space rented to community groups to support their activities providing public benefit.
- Involvement with Church of England Primary School particularly serving on the governing body.
- Continued to support Honeybears Nursery through the use of our Church Hall and facilities.

Safeguarding

- The PCC believe they have fulfilled their duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 (duty to have due regard to House of Bishops' guidance on safeguarding children and vulnerable adults). During 2023, our policy has been reviewed and updated in line with updated Diocesan guidance, and this is now being implemented. Safeguarding is a core agenda item at all JPCC meetings.

Finance Report

- The Financial Statements for 2023 have been prepared by John Adams, approved by the PCC, and submitted to the Independent Examiner.
- Grants were received from Listed Places of Worship £1,503 for VAT recovery and also from the Manchester Diocese £330 towards energy bills.
- Diocesan Parish Share Quota (£24,629) paid in full plus an additional contribution (£4,167) towards our 2024 share resulting from Gift Aid relief which the Diocese received on our behalf.
- All utility bills are paid up to date.

Building Report

- Three conifers were removed from the north side of the church with Council permission.
- Blocked drains professionally cleared and a full service on all manholes, drain lines and gullies on Church grounds.
- More decluttering has happened in the church but it is an ongoing task.
- A new external notice board was erected to communicate events to the local community.
- Faculty application for work on the tower/spire resulting in the award of a £10,000 grant towards the completion of the external work required.
- Full electrical inspection and gas heating repairs completed
- Ecclesiastical Insurance inspection completed
- Church pews repaired

Climate Emergency

- Energy Carbon Footprint of 20.8 tonnes CO₂e in 2023 (up from 19.4 in 2022)
Conclusion: Despite being one of the least efficient churches for energy, St Margaret's is better than most when our high building usage and opening hours are taken into account.

Charity Commission

- Annual documents submitted on time



Return of Parish Finance January to December 2023

Parish Name: St Margarets Whalley Range	If the form is NOT completed for the entire parish, please list below the churches included:	Parish Code (6 digits): 240094
		Deanery: South&Stretford
		Diocese: Manchester

30 Are your accounts Receipts and Payments [X] OR Accruals [] ? (indicate ONE)

RECEIPTS/INCOME			UNRESTRICTED (nearest £)	RESTRICTED (nearest £)	PAYMENTS/EXPENDITURE			UNRESTRICTED (nearest £)	RESTRICTED (nearest £)
Voluntary giving					Costs of generating funds				
1	Regular giving		£ 9,165	£ -	17	Costs of fundraising activities		£ 346	£ -
3	Collections at services		£ 396	£ -	Church activities				
4	All other giving and voluntary receipts, including special appeals (recurring and one-off)		£ 6,934	£ -	18	Mission giving and donations		£ 98	£ -
6	Gift Aid recovered (regular giving and one-off donations)		£ 4,167	£ -	19	Diocesan parish share contribution		£ 28,796	£ -
7	Legacies received (capital value)		£ -	£ -	20	Salaries, wages and honoraria		£ 22	£ -
8	Grants (include recurring and one-off)		£ 1,833	£ -	21	Clergy and staff expenses		£ 686	£ -
Total voluntary giving			£ 22,495	£ -	Church expenses				
Activities for generating funds					22	Mission and evangelism costs		£ 135	£ -
9	Fundraising activities (gross proceeds)		£ 302	£ -	23	Church running expenses (including governance)		£ 14,380	£ -
Income from investments					24	Church utility bills		£ 2,360	£ -
10	Dividends, interest, income from property etc.		£ 1,354	£ -	25	Costs of trading		£ 7,118	£ -
Church activities					Major capital expenditure				
11	Fees retained by PCC (weddings, funerals etc.)		£ -	£ -	27	Major repairs to the church building		£ 1,548	£ -
12	Trading activities (gross proceeds), NOT fundraising		£ 36,335	£ -	28	Major repairs to church hall/other PCC property including redecoration		£ -	£ -
Other incoming resources					29	New building work to the church, church hall, clergy housing or other PCC property.		£ -	£ -
13	Other receipts/income not already listed PLEASE NOTE BRIEF DETAILS IN BOX E		£ 4,122	£ -	Other expenditure				
Totals (from Financial Statements)			Unrestricted	Restricted	99	Other payments/expenditure not already listed PLEASE NOTE BRIEF DETAILS IN BOX E		£ 1	£ -
A	RECEIPTS/INCOME		£ 64,608	£ -	Totals (from Financial Statements)			Unrestricted	Restricted
B	COMBINED TOTAL		£ 64,608	£ -	C	PAYMENTS/EXPENDITURE		£ 55,490	£ -
PLANNED GIVERS AND LEGACIES					D	COMBINED TOTAL		£ 55,490	£ -
14	Number of regular givers		25		CASH AND INVESTMENT BALANCES			UNRESTRICTED	RESTRICTED
16	Number of new legacies received in year		0		31	Cash and deposit balances as at 31/12/23		£ 19,242	£ -
					32	Investments as at 31/12/23		£ 46,607	£ -

Please refer to the accompanying notes to help clarify what is included in each section. The item numbers refer to RPF notes, consistent with the guidance provided in *PCC Accountability*, 5th edn..

Name	John Adams	Date	17/04/2024
Position	Treasurer		
Email or telephone	john.me.adams@live.com		

Looking back across 2023, was there any exceptional financial activity affecting movement on cash and investment balances? Please provide details in the box below.
These might include project or capital expenditure, major equipment purchases, property or asset disposals, new investment or investment sales, new loans or loan repayments.

Gift Aid (box 6): the recovered amount all went towards future **Diocesan Parish Share Contributions** (box 19) rather than the cash and investment balances.

Other income (box 13): the PCC received a refund from Manchester City Council for overpaid council tax on St Margaret's Rectory.

Other payments (box 99): this is a technical £1 rounding adjustment to reconcile total expenditure with cash balance.

Parochial Church Council of St Margaret, Whalley Range

Parish Number

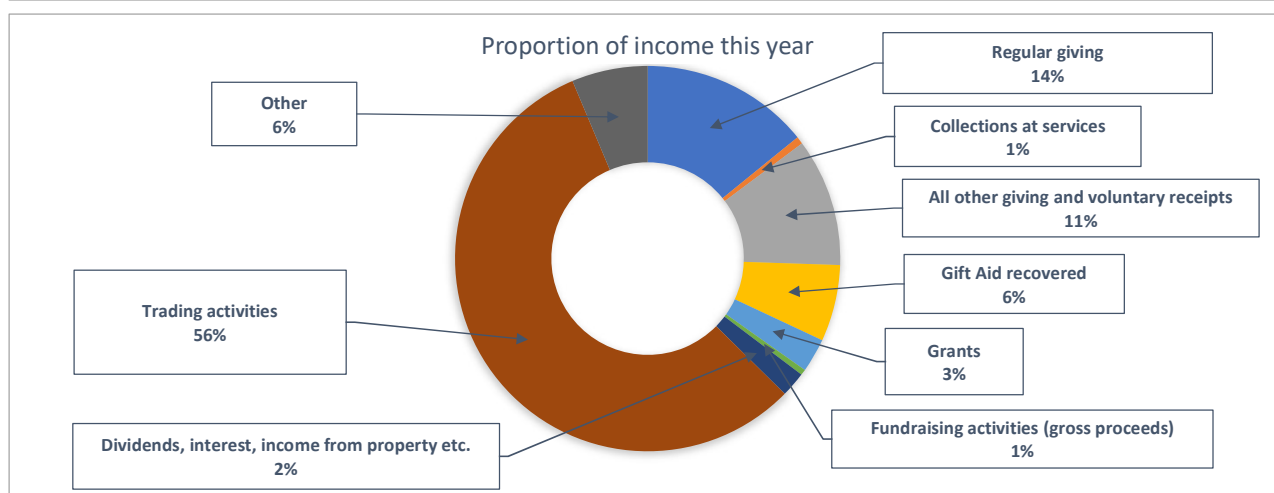
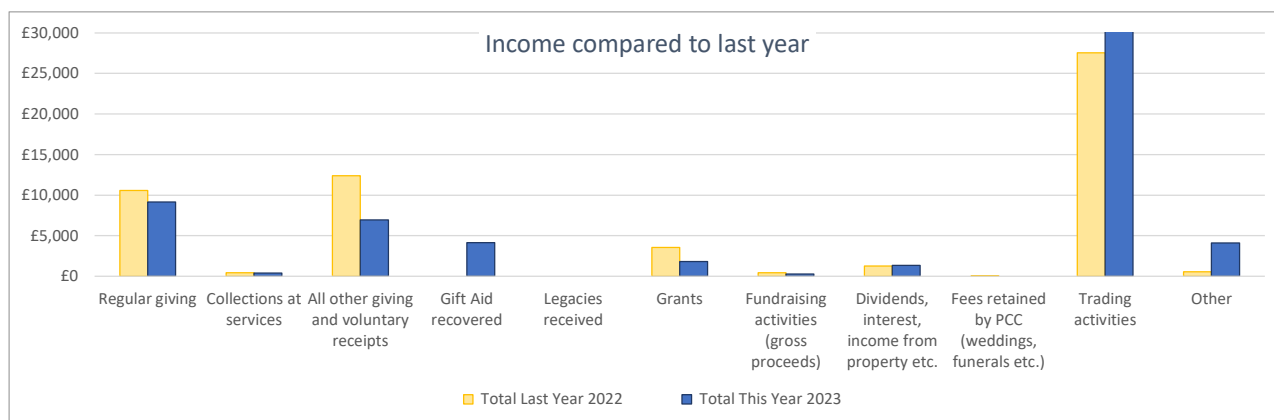
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Financial Statements for the year ended

31/12/2023

RECEIPTS (INCOME)

	Note	Unrestricted Funds	Unrestricted Building Funds	Restricted Use Funds	Total This Year 2023	Total Last Year 2022
Voluntary giving	1					
Regular giving	2	9,165	-	-	9,165	10,567
Collections at services	3	396	-	-	396	463
All other giving and voluntary receipts	4	6,934	-	-	6,934	12,382
Gift Aid recovered	5	4,167	-	-	4,167	-
Legacies received		-	-	-	-	-
Grants	6	1,833	-	-	1,833	3,558
		<u>22,495</u>	<u>-</u>	<u>-</u>	<u>22,495</u>	<u>26,970</u>
Activities for generating funds						
Fundraising activities (gross proceeds)	7	302	-	-	302	453
		<u>302</u>	<u>-</u>	<u>-</u>	<u>302</u>	<u>453</u>
Income from investments						
Dividends, interest, income from property etc.	8	1,268	86	-	1,354	1,271
		<u>1,268</u>	<u>86</u>	<u>-</u>	<u>1,354</u>	<u>1,271</u>
Church activities						
Fees retained by PCC (weddings, funerals etc.)		-	-	-	-	48
Trading activities	9	36,335	-	-	36,335	27,563
		<u>36,335</u>	<u>-</u>	<u>-</u>	<u>36,335</u>	<u>27,611</u>
Other incoming resources						
Other	10	4,122	-	-	4,122	574
		<u>4,122</u>	<u>-</u>	<u>-</u>	<u>4,122</u>	<u>574</u>
TOTAL RECEIPTS IN		<u>64,522</u>	<u>86</u>	<u>-</u>	<u>64,608</u>	<u>56,879</u>



Parochial Church Council of St Margaret, Whalley Range

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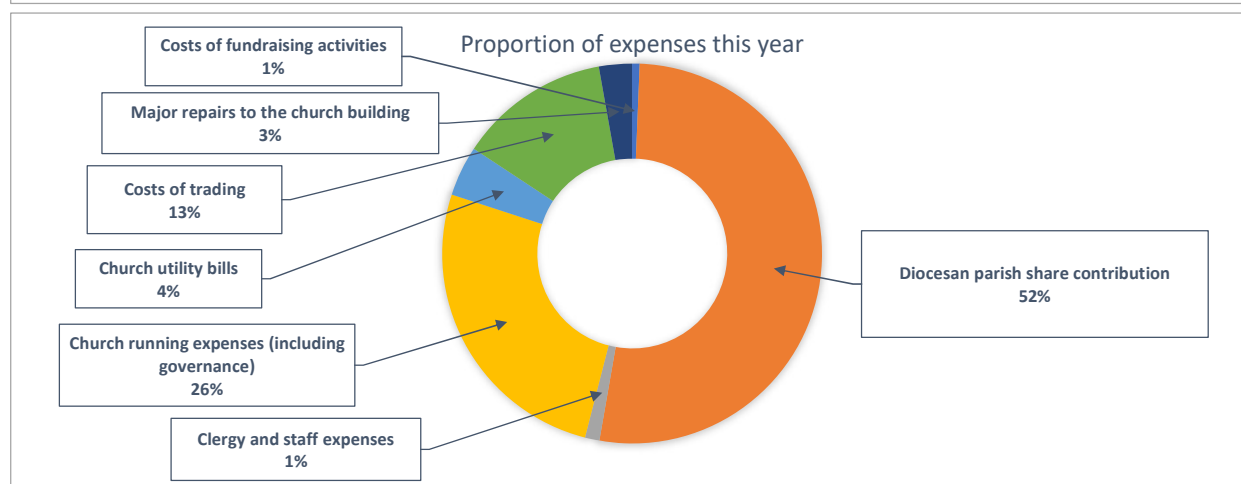
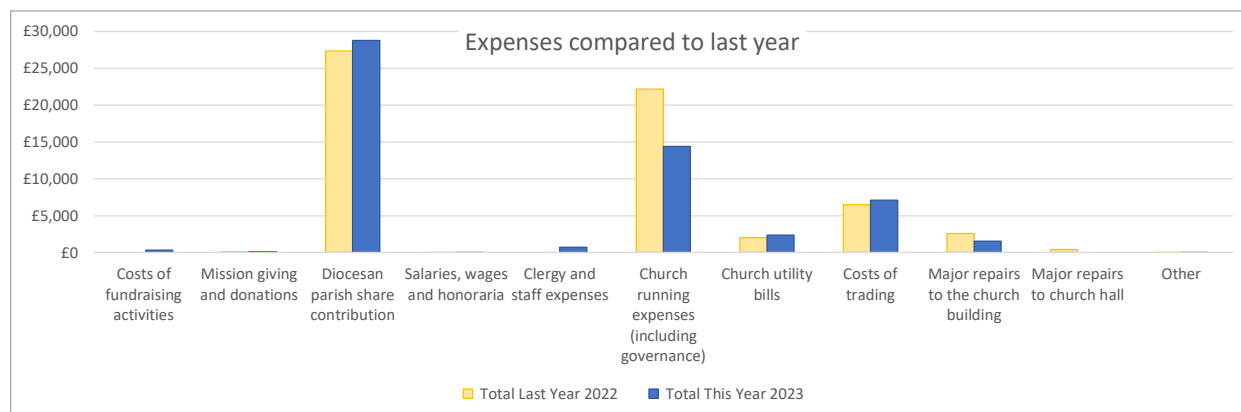
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Financial Statements for the year ended

31/12/2023

PAYMENTS (EXPENSES)

	Note	Unrestricted Funds	Unrestricted Building Funds	Restricted Use Funds	Total This Year 2023	Total Last Year 2022
Costs of generating funds						
Costs of fundraising activities	11	346	-	-	346	-
		346	-	-	346	-
Church activities						
Mission giving and donations		98	-	-	98	60
Diocesan parish share contribution	12	28,796	-	-	28,796	27,366
Salaries, wages and honoraria		22	-	-	22	20
Clergy and staff expenses		686	-	-	686	-
		29,602	-	-	29,602	27,446
Church expenses						
Mission and evangelism costs		135	-	-	135	22
Church running expenses (including governance)	13	14,380	-	-	14,380	22,181
Church utility bills	14	2,360	-	-	2,360	1,998
Costs of trading	15	7,118	-	-	7,118	6,478
		23,993	-	-	23,993	30,679
Major capital expenditure						
Major repairs to the church building	16	1,548	-	-	1,548	2,588
Major repairs to church hall		-	-	-	-	440
New building work		-	-	-	-	-
		1,548	-	-	1,548	3,028
Other expenditure						
Other		1	-	-	1	1
		1	-	-	1	1
TOTAL PAYMENTS OUT		55,490	-	-	55,490	61,154



Parochial Church Council of St Margaret, Whalley Range

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Financial Statements for the year ended

31/12/2023

SUMMARY

Note	Unrestricted Funds	Unrestricted Building Funds	Restricted Use Funds	Total This Year 2023	Total Last Year 2022
SUMMARY OF RECEIPTS AND PAYMENTS					
Total receipts	64,522	86	-	64,608	56,879
Total payments	55,490	-	-	55,490	61,154
Excess of receipts over payments	9,032	86	-	9,118	(4,275)
Transfers between funds	(3,597)	3,619	-	22	-
NET MOVEMENT IN FUNDS	5,435	3,705	-	9,140	(4,275)
Cash & bank balances at 1st January	7,072	3,030	-	10,102	14,357
CASH & BANK BALANCES AT 31ST DECEMBER	12,507	6,735	-	19,242	10,082

SUMMARY OF ASSETS & LIABILITIES

Cash and bank funds

Bank main current account	12,176	-	-	12,176	7,003
Bank building reserve account	-	6,735	-	6,735	3,030
Petty cash and collections not yet banked	331	-	-	331	49
Cash & bank totals	12,507	6,735	-	19,242	10,082

Investment assets

CCLA investment fund shares at market value	17	46,607	-	-	46,607	42,579
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Other monetary assets

Grant from the diocese for future spire repairs	6	-	-	10,000	10,000	-
Overpayment of water bills for the rectory	18	1,050	-	-	1,050	801
E.ON Next electricity account credit		749	-	-	749	724
Gift Aid, GASDS, VAT and other tax recoverable	19	-	-	-	-	-
Overpayment of council tax Aug 2020 - Dec 2022		-	-	-	-	3,312
		1,799	-	10,000	11,799	4,837

TOTAL ASSETS

20	60,913	6,735	10,000	77,648	57,498
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LIABILITIES

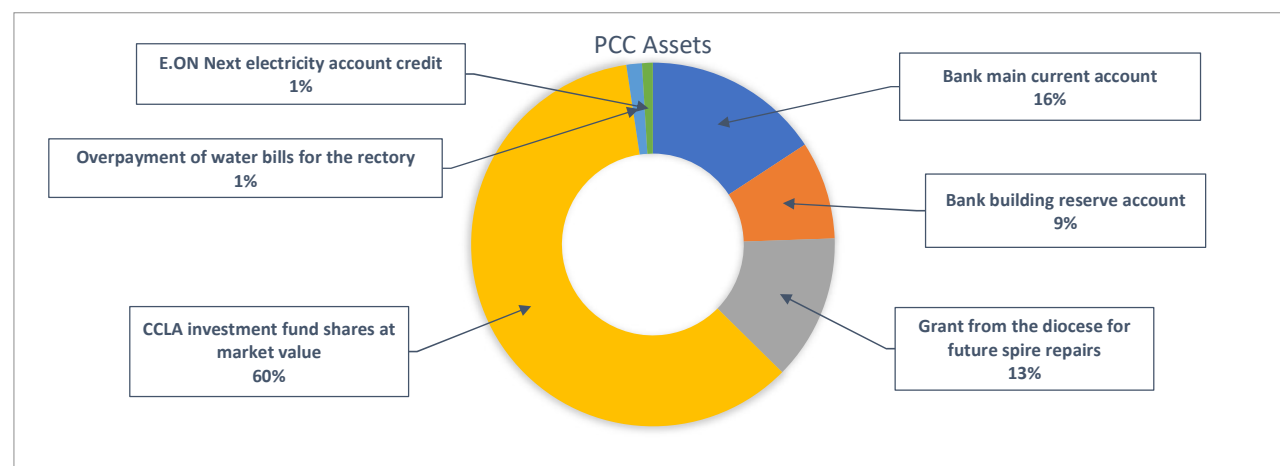
Water-Plus account outstanding debit	596	-	-	596	1,170
E-ON Next gas account outstanding debit	147	-	-	147	346
Hydra-Fire fire extinguisher service invoice	184	-	-	184	83
	927	-	-	927	1,599

TOTAL ASSETS LESS LIABILITIES

	59,986	6,735	10,000	76,721	55,899
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THANKS

As always many thanks to all those who have donated their time and other gifts in working for St Margarets. Although these cannot always be quantified within the Financial Statements, please be assured that they are highly valued.



Parochial Church Council of St Margaret, Whalley Range

Parish Number

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Financial Statements for the year ended

31/12/2023

NOTES

- 1 The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis, referring to guidance within the following document:
<https://www.parishresources.org.uk/wp-content/uploads/PCC-Accountability-5th-Edition.pdf>
- 2 Money given regularly (e.g. weekly, monthly, quarterly) through a standing order or the parish giving scheme, by envelope or by cheque. These are net amounts prior to any Gift Aid recovered.

Regular giving	Amount	No. of givers	Avg per giver per week
Standing order	£ 5,950	12	
Regular giving by cash in envelopes	£ 2,100	17	
Regular giving by cheque	£ 688	2	
BACS Transfer	£ 427	2	
	£ 9,165	25	£ 7.05

- 3 Note that 'Collections at services' does not include money dropped into our donations box or given via our new contactless device. These are recorded under 'All other giving' as we do not know when donations were made.

Collections at services	Amount
Open plate	£ 120
Tea & biscuits donations	£ 276
	£ 396

- 4 Other giving and voluntary receipts. In previous years this included receipts from groups hiring the church building without a formal trading arrangement: these are now categorised as Trading Activities (see note 9).

All other giving and voluntary receipts	Amount
Anonymous	£ 4,960
Coffee morning donations	£ 635
Contactless giving	£ 431
Marriage blessings	£ 350
Donations box	£ 267
AA donations received	£ 140
Concert donations	£ 50
Amnesty event donations	£ 50
Other	£ 50
	£ 6,934

- 5 Gift Aid was claimed and recovered from HMRC for the period August 2019 to December 2020. This was paid into our Diocesan account towards our Parish Share for 2024: see note 12. For subsequent claims, see note 19.
- 6 Grants were received from 2 providers. We were also allocated a future grant of £10,000 from the diocese towards the spire. This can be drawn down when needed and is shown under 'other monetary assets'.

Grants	Amount	
Listed Places of Worship	£ 1,503	for VAT recovery
Energy grant from the diocese	£ 330	towards energy bills
	£ 1,833	

- 7 Money raised from the summer and winter fayres.

Parochial Church Council of St Margaret, Whalley Range

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Financial Statements for the year ended

31/12/2023

NOTES Continued

- 8 Dividends were received from our investments managed by the Church of England. Interest was received from Natwest on the balance in our reserve account.

Dividends, interest, income from property etc.	Amount
Dividends	£ 1,268
Bank interest	£ 86
	<u>£ 1,354</u>

- 9 Money received from trading activities including letting of the church buildings, payments for events etc., where these are distinct from fundraising. Income is stated gross, and costs recorded separately in payments. The Honeybear Nursery income includes contributions towards utility bills.

Trading activities	Amount
Honeybear Nursery	£ 29,359
Ethiopian Church	£ 3,595
Open Voice Choir	£ 1,325
Yoga	£ 1,216
Drummers	£ 560
Georgian Singers	£ 100
CoMA	£ 30
Other hire of church	£ 150
	<u>£ 36,335</u>

- 10 We received a refund from Manchester City Council for overpaid council tax on St Margaret's Rectory which is now the responsibility of Ascension Church Hulme.

- 11 Cost of generating funds were due to a licence for running the summer and winter fayres, paying musicians at our coffee mornings and for SIM communications on the contactless giving device.

- 12 Diocesan parish share assessment for 2023 was paid in full. In addition we made further contributions towards our 2024 assessment via the Diocesan Gift Aid Lite scheme.

Diocesan parish share contribution	Amount
Contributions for 2023 (assessment paid in full)	£ 24,629
Contributions towards 2024 (from Gift Aid)	£ 4,167 see note 5
	<u>£ 28,796</u>

- 13 Insurance, routine maintenance, cleaning, church office costs, upkeep of services, organ tuning etc. Also include governance costs, e.g. fees for audit or independent examination.

Church running expenses	Amount	
Church insurance	£ 4,094	church building only
Drains maintenance	£ 3,120	blocked / collapsed drains
Gas heater maintenance	£ 1,764	fitted timers; much less than in 2022
Electrical maintenance	£ 1,550	safety upgrade & certificate
Pigeon & pest control	£ 1,011	
Church noticeboard	£ 708	
Security	£ 501	
Council tax	£ 467	see note 10
Upkeep of services	£ 244	
Roof maintenance	£ 180	
Audio-visual equipment	£ 188	
Kitchen equipment	£ 139	new fridge
Other equipment	£ 167	
Consumable items	£ 132	
Plumbing	£ 115	
	<u>£ 14,380</u>	

Parochial Church Council of St Margaret, Whalley Range

Parish Number

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Financial Statements for the year ended

31/12/2023

NOTES Continued

- 14 Utility Bills. The PCC paid the church utility bills, the church hall overnight storage heaters, the church hall water services and St Margaret's Rectory water services. These are all on a single set of shared supplies and meters.

A proportion of our payments are allocated to Honeybear Nursery and used to determine their monthly payments to the PCC in the following year. Within the accounts we have allocated 80% of the energy bills and 50% of the water bills to Honeybears and these are separately categorised under the Costs of Trading (see note 14): other energy bills for the church hall are paid direct by Honeybears and do not go through the PCC accounts.

We have proposed that 30% of the water bills should be allocated to St Margaret's Rectory and invoiced to Ascension Church PCC until a separate meter can be installed. This is shown as a Monetary Asset (see note 18).

Payments	Church utility bills	Honeybear utility bills	Total utility bills	
Gas	£ 590	£ 2,358	£ 2,948	
Electricity	£ 440	£ 1,760	£ 2,200	
Water	£ 1,330	£ 1,329	£ 2,659	due a refund for the rectory
	£ 2,360	£ 5,447	£ 7,807	

- 15 Costs of trading result from gas, electricity and water used by Honeybears Nursery (see above) and insurance of the church hall used exclusively by Honeybears.

Costs of trading	Amount
Honeybears utility bills	£ 5,447
Hall insurance	£ 1,671
	£ 7,118

- 16 Major repairs to the church building were not undertaken during 2023, but we paid architectural fees for documenting the work to be undertaken on the spire and submission to the diocese for a faculty permission to proceed with the works and apply for a grant.

- 17 Our legacy investments are held on our behalf by the Manchester Diocese as the custodian trustee and are managed by CCLA (Churches, Charities and Local Authorities Investment Management Limited).

Account	Valuation at 31/12/2023	
CB3010473-001 Mrs L Irons	£ 24,436	
CB3010522-001 Lloyd Memorial	£ 21,950	
CB3010866-001 Repair Fund	£ 221	
	£ 46,607	9.5% increase since last year

- 18 Ascension Church have agreed to make a contribution towards St Margaret's water bills for the rectory which are on a shared meter. We have proposed an initial contribution of £50 per month (based on the average bill for a family of 4) to be reviewed annually against 30% of our annual water bill. United Utilities and Water-Plus (who supply and bill us for water) are also reviewing our payments and we may be due a refund, so the exact arrangements concerning the rectory are still to be determined.

Period	Amount
April - December 2022	£ 450
January - December 2023	£ 600
	£ 1,050

- 19 We have further POTENTIAL monetary assets from unclaimed Gift Aid from 2021 onwards plus GASDS and recoverable VAT. To count these as real assets we need to submit a claim. The following are estimates only.

Years for which we could claim	Est. Gift Aid	Est. GASDS	Est. VAT
2023	£ 2,119	£ 550	£ 635
2022	£ 2,430	£ 569	
2021	£ 2,624	£ 185	
	£ 7,173	£ 1,305	£ 635

- 20 We also have NON-MONETARY assets including the church piano, audio-visual equipment, art work, furniture, pews, church plate and kitchen equipment.

Parochial Church Council of St Margaret, Whalley Range

Parish Number

M04884

Energy Carbon Footprint for year ending

31/12/2023

CARBON FOOTPRINT REPORT

SCOPE 1 Direct emissions (gas burned)

Includes heating of the church for ALL users

Gas meter reading at the end of the year

Gas meter reading at the start of the year

Consumption in church building

Note

Gas

This Year
2023

Last Year
2022

Units

10,652

7,782

100 cubic feet

7,782

5,299

100 cubic feet

2,870

2,483

100 cubic feet

Scope 1 energy consumption

92,981

79,844

kWh

Total Scope 1 CO₂ equivalent emissions

18.9

16.4

Tonnes CO₂e

SCOPE 2 Indirect emissions (energy purchased)

Electricity

Day meter reading (estimated) 1st Nov this year

55,460

53,863

kWh

Day meter reading (estimated) 1st Nov last year

53,863

48,226

kWh

Consumption in church building

1,597

5,637

kWh

Off-peak meter reading (estimated) 1st Nov this year

112,587

106,986

kWh

Off-peak meter reading (estimated) 1st Nov last year

106,986

101,057

kWh

Consumption in church hall (storage heaters only)

5,601

5,929

kWh

Scope 2 energy consumption

7,198

11,566

kWh

Total Scope 2 CO₂ equivalent emissions

1.9

3.0

Tonnes CO₂e

SCOPE 3 Indirect value chain emissions

Not estimated or reported, but would include:

Day time energy use from Honeybears in the hall

?

?

Car fuel travelling to/from church and Honeybears

?

?

Upstream emissions of products/services purchased

?

?

CARBON FOOTPRINT

Net CO₂ equivalent emissions

at least

20.8

19.4

Tonnes CO₂e

John Adams
Treasurer
St Margaret's Church
Rufford Road
Whalley Range
M16 8AE

25 October 2024

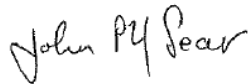
Dear John,

Audit of St Margaret's Whalley Range – Year Ending 31 December 2023

I have audited the financial statements relating to the parochial church council of St Margaret's Whalley Range.

I am satisfied that the financial statements give a true and fair view of the church council's financial affairs as at the 31st December 2023 and are in accordance with the records and with the information given to me.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John P. Sear'.

John Sear, CPFA