

St Matthew's Church

— Growing in Christ —



APCM Reports 2020

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Growing Deeper

In the Summer term 2019 we continued our whole-church discipleship adventure of becoming *Jesus Shaped People* (JSP), focusing on the priorities of Jesus in his life and ministry. It was nice to welcome Gordon Dey, then national leader of JSP, and George Snyman, CEO of Hands at Work as guest preachers. Over the Summer we ran a short series giving an overview of the Old Testament, ready to spend the Autumn term teaching through Nehemiah in our *Time to Build* series. We began 2020 with a shorter series on APEST, based on the fivefold ministry outlined in Ephesians 4.

The Sunday worship nights were given a new focus under as *Encounter* evenings, seeking to create a space where everyone has something to bring to the table as we seek God together. We were just beginning to work through the book of Genesis when lockdown began.

It's been wonderful to see new musicians joining the team and leading us in worship, and this has been one of the things we have missed the most since lockdown. Sadly, we also had to postpone the Church Weekend away, which should have taken place in March this year.

When lockdown began in March 2020 we quickly adapted to worship together online, as well as providing booklets for worship at home. It's been such a blessing to see so many different people contributing to the online services through recording readings and prayers - something we're hoping to see continue as we move forward. To begin with we also put out a daily message as a way of helping us to stay connected with God and feel more connected to one another. This became a single midweek message during August.

Now we're able to use the building for worship again we've resumed with a weekly 9am Communion service alongside the online worship, which now includes a separate family worship segment. In the warmer weather we've also enjoyed a string of outdoor services on the car park, where we've focussed on praying for the local community. Currently, we're looking forward to bringing the 10.30am service to the building, at which point we hope to switch from a pre-recorded online service to a live-stream from the building.

The Ministry Assistant role has been a huge boost for our efforts in growing deeper, and the Ministry Assistant report therefore covers developments with Life Groups and other forms of discipleship.

Revd Matt Hird

Prayer

Although the lockdown has brought lots of difficulties, I've been encouraged also.

It's been so good to see lots of different people recording their prayers for the online Sunday services. I hope they (and others) will feel encouraged to keep doing this, it's so good to hear different viewpoints and topics.

I've also found, in our Life Group at least, that we are praying for each other during group time and also during the week. We have been contacting each other with needs for prayer, It's good to have that support. I know that is happening for the other groups too.

Be encouraged to ask for prayer when you need to and also be willing to pray for each other.

Times are so difficult, strange, confusing, and even exhausting these days, but our God is still in control, and He can do all things.' Blessings,

Sheila Troath

Growing Together

It might be hard to think back to all God was doing last year with the Together strand of the vision given more recent events. However, off the back of a truly blessed 2018, 2019 continued to be a positive, spirit led year with our St Matthew's Family and the focus of the Together strand.

We talked in the last update how 2018 had built some really special foundations for St Matthew's and we continued to see these grow and flourish throughout 2019.

Last year we continued with some of our more familiar events that we have come to know so well including the Easter experience, our picnics in the park (in the rain this time!) and our community fun day's. 2019 also blessed us with the opportunity to share as a family St Matthew's 50th birthday celebrations. We saw clergy and faces from years gone by alongside our growing community and celebrated together. What a joyous weekend it was!

As well as this, the MLT team definitely felt God was guiding us to look prayerfully at other things outside of our more usual events and to really listen to God's calling to build on the next stages of the togetherness strand at St Matthew's. This included planning for a church weekend away, which unfortunately was one of the things which has been impacted by COVID-19, and taking time to look at how we involve all.

As part of this, Together and the MLT welcomed a new member to it and I had the pleasure to spend some months alongside Chioma and the team sharing best practice and learnings, listening and helping plan for 2020.

Believe it or not they had just finished mapping out a 6-month plan which included bringing new events to the church calendar, alongside focussing on growing disciples who make disciples through our Alpha and Freedom in Christ courses and more. These plans were fully impacted by COVID-19 and so whilst that has made it impossible to continue with some of these plans for now, the MLT and St Matthew's have found new and exciting ways to be together whilst apart. I am going to hand over to Chioma to tell you a little more about the last few months and the plans for the future as she takes the Together strand through to 2021!

God bless

Faye Summers

In addition to Faye's write-up, I want to thank everyone for pulling me along in the MLT team. I am glad to be part of it and pray that God will direct my path and actions in the 'TOGETHER' aspect of the church.

Although most of our plans hasn't worked out as we envisioned given the uncertainties of Covid-19 I believe things will only get better by His Grace.

Much plans for future has not been made by myself but I am happy and open to suggestions and best practice in bringing togetherness to St. Matthew's church.

God bless you all.

Stay safe.

Chioma Okafor

Growing Younger

2019-20 has really been a year of two parts with ministries part of the younger strand looking significantly different as we've explored how to operate under Covid-19 restrictions and serve God best in this time with the resources we have.

While still able to meet in person, we saw many things to be joyful about including a well-attended light party and activity day celebrating light in October 2019. We saw growth again in both our Sunday Morning JAM groups and Friday Night Youth Group and our Baby and Toddler group continues to deliver an essential service to local parents.

Since lockdown, it has been great still to be in touch with our families throughout this time and hear what everyone has been up to at home and how people have been managing. We are incredibly grateful to our volunteers who have navigated these changes with us and their ongoing enthusiasm and joy for the children and their relationship with Jesus.

JAM (Helen Foster and Ann Macmanomy)

It has been delightful to see further growth across our Sunday morning groups for the first half of the year. By February 2020, we saw over 70 children registered with our JAM groups and a 10% increase in the number attending each Sunday morning compared to the same period in 2019. We continued to offer 4 groups; JAMTots (2-5s), Sparklers (age 5-Year 2), Flames (Year 3-6), and Glow (Year 7-9). Our wonderful registration team supported us as we looked to streamline how we safely registered everyone on a Sunday morning.

At the point of lockdown, we were ready to make several changes in light of a marked increase in our under 5s and over 13s to continue to best disciple them well on a Sunday morning. For our under 5s, this was particularly important to keep everyone safe. We explored splitting the group into 2 and allowing for a led group of 2-5s while creating a parent and infant friendly space to access the service and materials for the under 2s. With a number of our older Glow members ready to transition out of the group in May, we were in the process of establishing a further group or space to help our teens access the service.

During lockdown, the JAM team explored options and initially provided a fortnightly children's video delivered by the team with different activities to support family discipleship at home. We also set up a JAM parents WhatsApp group for support and to share news and keep in touch. In the initial lockdown, this was well used and it was great to hear what families had been doing at home to worship and share God in their homes. One of the great things we have seen in this time is our leaders stepping into new skills as they've led different segments of the videos and shared ideas for connecting with God at home.

As time has moved on, we now deliver a family worship session as part of our Sunday morning offering which is currently being co-ordinated by Bea Reid and Ann Macmanomy to allow families a time to worship together in a way that is accessible for different ages.

St Matthew's Baby and Toddler Group (Jess Hird and Ann Macmanomy)

It is a very difficult time to be writing this report with our Baby and Toddler Group closed, along with all other church activities as we know them, due to the Corona virus pandemic, but it is also a great time to reflect and celebrate what we have achieved in the past year. Since the start of the new academic year in September we have registered over 80 children in our Toddler group. Many are new faces and new friends, while some are long term members. Since the provision for pre-schoolers is so limited in our town we have welcomed new friends from many different areas of Wolverhampton. Our Facebook page has led to many parents, carers and grandparents seeking

us out when looking for a place for their youngsters to meet up and begin to learn how to play and co-operate with others.

Many of our mums this year have arrived with new -borns as they seek a place to meet and share with other mums, in a society that can be very isolating in many ways. We have seen new friendships formed and social networks established. Hopefully many of these contacts have continued digitally through this very difficult time. As a team we have named and prayed individually for our families each day through this crisis. Leaders have also kept in contact through Whatsapp and Facebook.

During this last year we have seen some of our mums join the Alpha group run by Jess and Charley, meeting after the Thursday Toddler session. Some have also gone on to join the Explore group on Thursday where they are able to continue and share their thoughts and questions about Christian faith in a relaxed atmosphere with their children.

These 'play and stay' sessions are only possible because of a dedicated team of helpers who give of their time and energy and it is with grateful thanks that we acknowledge their important contribution to this vital outreach by our church. This team works closely together as a group, but also as a group of friends that support one another.

Praise God for all the connections we have made with parents in our community and surrounding areas and also for the many donations of toys and craft materials we receive.

Sadly Covid 19 resulted in the closure of our group in the middle of March. We have really missed our 'Toddler' community and have tried to keep in contact by Facebook where possible. In the initial weeks of lockdown we prayed for the health and well-being of our families. At the time of writing we are just beginning to plan how we can reopen in a smaller capacity to welcome new mums and babies initially, before we transition back into the 'play and stay' form that we had in the past. We value your prayers as we consider our options.

Youth (Rachel Payne)

The youth group has had an exciting 2019 – 2020 term! The group has had a solid core group of youth which continue to come each week, whilst the group have grown in number too. On the books there are now 16 youth as we come into the 2020 – 2021 academic year. That is really exciting, and over the last year the youth provision at St Matthews has really seen a great surge in numbers. The group continues to be led by Rachel Payne, Helen Foster, and Bea Reid, but the team are always looking for new enthusiastic leaders to join the team. In September 2020 Rachel officially took over the main leadership of the youth group.

Once again during Thy Kingdom Come the youth had a prayer sleepover, and it was great to see them all engaging fully with the prayer environment. The sleepover also gave opportunity for them to ask questions and spend quality time with each other outside of their usual Friday meetings.

In the Autumn term of 2019 the group ran a youth ALPHA course which was an exciting time of digging deeper into the word of God and getting to know each other and God better. The Youth also developed a good sweet tooth, with them enjoying a dessert at each session! During this term the youth also enjoyed a two-night sleepover, which whilst very tiring, was fun for all! In the beginning of 2020 the youth completed a series on authenticity and looking at being who God made us to be.

2020 has been an interesting year for the youth. Throughout Lockdown the Youth group continued to meet virtually via Google Hangouts. Whilst this has been challenging, it has been great to see the youth continuing to engage and want to develop their relationships with God. Meeting through a screen isn't how we envisioned youth happening in 2020, but it has been great to still be able to connect. It has been great to see that lockdown still allowed for a good level of engagement, with

at least six youth regularly attending the meetings. It was great to see that the youth were still eager to meet, and develop their relationship with god, even though we could not meet physically.

As we venture into the 2020-2021 academic the youth numbers continue to grow, even with the lockdown, which is such an amazing example of the greatness of god! We are currently working towards returning to meeting physically at church in some capacity, and we are excited to see the great work that god is going to continue doing with our youth!

Children's and Youth Assistant (Bea Reid)

I have been in the role of Children's and Youth Assistant for 12 months now, and I have been involved in many of the areas surrounding the 'Younger' Strand. This includes the Baby and Toddler group, Sunday JAM groups and Friday Night Youth group. I have also been able to be part of the Worship group, including mentoring some of our Young musicians and leading a Life Group.

As part of the Baby and Toddler group, I have been alongside the team to support and make connections with the Mother's and babies who come along to the group. As part of the JAM team, led by Helen, I have been able to be involved by writing teaching material for our Sunday groups, get alongside to support and learn from the rest of the team, and lead these groups regularly myself, mostly our Flames age group. Being one of our Youth team, headed up by Rachel, I have been able to lead and teach our young people alongside her and support them as they grow and learn in their faith. We also led a Youth Alpha course at the end of last year, including a Youth Weekend which helped our young people to go deeper in their faith and gave them space to ask questions and explore more what their faith means to them.

Through being part of the Worship team, I've had the opportunity to mentor some of our younger musicians. This would involve spending one-on-one time with them and helping them develop confidence in their music and instrument or singing, as well as allowing space for them to talk about what God was doing in their lives and ask questions about things they may have been wondering about.

During the Covid Lockdown, my role has expanded in organising and planning some of our JAM family worship videos, as well as our main online services.

As part of the Younger strand of the vision, being in my role has allowed me to be part of a great team that invests in our children and young people at St Matt's. I have had great opportunities to invest in individuals as part of my role too, and am excited by what God has done, and is still doing through all of these different areas.

Growing Beyond

The past 18 months have been a really interesting time for everyone, including our *Growing Beyond* ministries. We saw the continuation of our various existing ministries, with many experiencing growth into new areas. Gayle, with a great team of volunteers, led a number of sessions at *St Matthias School*, and we are excited by the growth of relationship with students and staff. We saw the continuing growth of *Place of Welcome*, which became a place of safety for those that dropped by. We also saw a continuing growth in how we supported those in our community through the *Befriending Service*. More recently we thought it would be a good idea to reach out to local schools to bless the teachers with a card and some chocolate to let them know that we are thinking of them and praying that their return to physical teaching would be a smooth transition.

Due to the restrictions we have faced this year there have been a number of challenges to *growing beyond* this year, but we have continued to be creative in how we do this. Matt has been running *Alpha* online, which has seen a mixture of people wanting to 'get back to basics' as well as learn about Jesus for the first time. We have also increased our online presence in no small way; through services, daily messages, and other events, we have been able to work with the other strands to deliver new content online at this difficult time.

We also saw the departure of Revd. Gayle Greenway who has transitioned from her curacy to her new incumbency. Gayle contributed a lot to the life of St Matthew's, and especially through the Beyond strand of the vision. We are very grateful for Gayle's contributions.

Here are the more full updates from each area of the Beyond strand:

Pop In (Roger):

Before lockdown things were going really well, and we have a lot of existing and new members that want to restart Pop-In as soon as we are able to. Those who attend feel very positively about the group, and have enjoyed staying in touch and sending birthday cards during lockdown.

Befriending (Lydia):

The befriending service has along with most things been affected by COVID-19. Due to this we have not been able to complete home visits. However we have continued to have our regular telephone conversations with the people who have been referred to us. We had discussions with the social prescribing team and we made the decision to continue past the usual 10 week sessions as this service is even more critical at present for those who use it.

Place of Welcome (Gayle):

Considering the Saturday morning Place of Welcome, this completed its first year of being up and running the first week in March (7th) just a few weeks before the Lockdown came into force. On each of the Saturdays I was able to join the team, I saw that this space was very much growing into being an increasingly safe place for those of all-ages and backgrounds to simply come to be there – forging new friendships whilst receiving the practical hospitality of the team. Prior to the beginning of the Place of Welcome starting, I completed some Listening Skills training with the team. I'd now say that the next step for the team would be to revisit the content of that training together and ask one another: 1) How can we make sure we're growing in listening to others well?, and 2) Are we sharing enough of our own lives, as is appropriate, and most importantly, our faith in Jesus, in a gentle way, when conversations become quite meaningful?

Team member, Lynne, offers the following reflection:

Until the Covid-19 crisis, we had regular visitors from the community and our church family who bonded really well together. There was a joyous meeting of people who could enjoy the benefits of a hot drink, toast and biscuits.

There were always lively discussions and requests for more toast! Jane's homemade soup always went down very well and we had queues for more!

In fact, Jane's baking of cakes was also a triumph. Place of Welcome thrived for people who would normally not socialise with anyone else, so they were quite happy to come and see us again and again, knowing they would be made very welcome and assured of lovely refreshments and congenial companionship.

It was encouraging to hear their stories and to see friendships made. And they felt safe enough to ask questions about our Church and God, and to have replies which gave them food for thought.

Whilst Place of Welcome is not currently meeting, we look forward to resuming once it is safe to do so.

Care Homes (Matt):

Prior to lockdown we enjoyed celebrating Holy Communion each month with the residents of St Matthew's Place and East Park Court. At Christmas, in addition to the regular services, we were able to share the joy of a carol service in each home, with support from other members of the church family too.

Schools (Gayle):

All praise be to God that throughout the months before Covid 19 hit, as a church we were also able continue investing in our relationships with our local schools. Matt continued to serve as governor at Eastfield primary, inviting year groups into church for Harvest and Christmas assemblies...

Similarly concerning Harvest and Christmas, I enjoyed seeing year groups in church for their assemblies, and opening the school's Multi-Faith garden as I prayed in Jesus' name for each pupil to find His love and truth as they engage with that space.

At St Matthias, it was great to go in to speak with the year 7s around Christmas and to work together with Ann, Bea, Jack, Laura, Tayla and Toni to provide a Prayer Space 2nd-6th March – again, just before we went into Lockdown. Each member of our church's team for this week brought enthusiasm for both the classes and for prayer. I've been praying that the experiences had by each child and young person that week will keep returning to them whenever they may become unsettled because of these weird and uncertain times we're all in.

Vicar's Report

Every single year, as I write this report, I marvel at God's faithfulness and blessing. As we look back there is always so much to be thankful for. Before diving in to the specifics of this year I want to say a huge thank you to you all for being part of the St Matthew's family, and for the countless ways you serve as part of the team. The end of 2019 was tough for us as a church, with a few people choosing to leave St Matthew's. As we were working through that we were

then hit by the national lockdown in response to coronavirus. I am particularly grateful for the staff team who have stepped up to provide and produce most of our online content these last 6 months, and to the MLT who have been a huge help keeping in contact with everyone during lockdown. It's been incredible to see St Matthew's adapt so readily in these strange times.

These past 18 months have seen a number of significant changes in staffing. Bea Reid completed her internship with us and has stayed on as a volunteer staff member *Children & Youth Assistant* since September 2019. At the same time Jack Hedger joined the staff team as *Operations Assistant*, also in a volunteer capacity. Both Bea and Jack are studying theology through St Mellitus alongside their roles with us. In June 2019 we celebrated Linda Vawer's ordination as deacon at Lichfield Cathedral. After a sustained period of prayer and reflection, we then said goodbye to Linda in November so that she could explore the future shape of her ministry. More recently, Gayle Greenway completed her curacy with us in June 2020 and moved to become Vicar of St James' Brownhills. Finally, we had to put Rebi Hedger on furlough leave from the Ministry Assistant role back in April this year, and just recently announced that this role has now come to an end.

In 2019, despite losing a number of people to death and some people leaving St Matthew's, we continued to see overall numerical growth, especially among the younger age groups. Our average Sunday attendance last year was 106, compared with 101 the previous year. Figures for 2020 will be largely based on estimation and significantly different in light of lockdown. In 2019 St Matthew's saw 12 baptisms, 4 weddings and 17 funerals.

2019 contained many of the usual highlights, including 10 days of continuous prayer as part of *Thy Kingdom Come*, a wonderful week at New Wine United summer conference, and the over 60s garden party. The Place of Welcome flourished in its first year, and our partnerships (with the Church Shelter, Jesus Shaped People and Hands At Work) began to take shape. Two of our members joined a Hands at Work visit in the Summer of 2019 and, on their return, plans immediately began for a first visit to our link community in Malakota. The light party last October was followed by a one-day holiday club, and the local scout group also invited us to lead a light party for them. New for last year was the Great Give, collecting a whole range of items to pass on to various organisations in their work with vulnerable people.

Of course, we also marked 50 years in our current building with a whole weekend of celebrations, including a community fun day, family games night and special service with the Bishop of Wolverhampton and a number of former members and ministers. It was a lovely time of celebrating God's goodness. For most of those 50 years St Matthew's has hoped for a proper surface on the car park, so it was nice to finally see that happening early in 2019.

Throughout the past 18 months the PCC and others have continued to hold conversations around values and culture, mapping out the way we would like to go about things together. We're really excited to be announced these values at this year's APCM.

Please join us in praying for all that lies ahead as we seek to be kingdom people, shaped by kingdom values.

With every blessing,

Revd Matt

Treasurer's Report

2019 Accounts

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2016 using the Receipts and Payments basis and then scrutinised by an external Independent Examiner.

The key headlines for the year ending 31st December 2019 are:

1. Our full year income amounted to £85,858
2. Our expenditure in the year was £127,213
3. We therefore had a deficit of receipts over payments of £41,354
4. Year end funds available amounted to £22,631

Income

There was £16,500 of restricted income, including £15,000 grant towards the Ministry Assistant role and a further grant of £1,500 for the purchase of new chairs for the church hall. The £1,500 for chairs was carried over and spent early in 2020.

Our most significant sources of unrestricted income were as follows:

Giving	£45,144	
Gift Aid	£8,524	
Giving day	£4,287	
Hall Hire	£4,215	
Fees	£2,672	(weddings, funerals etc)
Donations	£1,538	
Legacy	£1,000	

Expenditure

The most significant expenditure for 2019 was on the car park, with a total of £50,148 paid out over 3 phases. Another significant area of expenditure was the employment costs of the Ministry Assistant role at £17,584, covered largely by grant funding.

Our other significant sources of regular expenditure were as follows:

Parish Share	£32,315	(met in full)
Tithe to partnerships	£9,823	(includes most of 2018 tithe too)
Running costs	£4,375	
Service supplies	£1,465	
Training and mission	£1,414	
Insurance	£1,389	
Building Maintenance	£1,346	

Other points to highlight around financial control include:

1. **Finance Co-ordinator** - all transactions are input into Finance Co-ordinator which is a double entry fund accounting package, designed to manage the accounts for church and charities as required by the Charity Commission.
2. **Independent Examiner** - the accounts were examined by Rosie Chandler, the

bursar to St Peter's School, Hednesford.

3. **Reserve Fund** - the reserve fund agreed by the PCC is set at £14,500. This is based on 2 months' running costs at £8,000, building maintenance at £5,000 and 2 months' contribution towards the Ministry Assistant role at £1,500.

Covid Finance Update - 2020 finances so far

The restrictions due to coronavirus have placed a significant financial strain on St Matthew's. For most of this year we have lost around £4,000 from hall rentals, £1,500 in funeral fees, and the majority of our giving through loose plate collections and the envelope scheme. We were already expecting a drop in giving after a few people had left St Matthew's, projecting a deficit of £6,500 for this year. With the added challenges of lockdown this projected deficit became more like £16,000.

The PCC have been monitoring the finances closely throughout the year and taken a number of steps to improve our situation, as follows:

- We set up online giving through JustGiving
- We set up giving by text through Donr
- The Ministry Assistant was placed on furlough in April, enabling us to take advantage of the Coronavirus Job Retention Scheme.
- The following month PCC reduced the Ministry Assistant to 80% pay.
- More recently, PCC took the decision to end the Ministry Assistant post, with Rebi finishing in that role on 5th October.
- PCC decided to delay the balance payment of the parish share until later in the year when our situation was clearer. This will still be paid in full by year end.
- We encouraged cash and envelope givers to switch to giving by standing order
- We set a target of seeing giving increase by £1,000 per month

With all of these measures in place our projected loss for this year was reduced to £9,500.

Giving goals

As a church we rely almost entirely on the giving of our members for income. We therefore set a target of seeing giving increase by £1,000 per month.

This would mean each member increasing their giving by an average of £17 per month, or £4 per week. So, we're talking about less than a portion of fish & chips, or a couple of coffees a week. PCC members committed to this challenge ourselves - will you join us in responding to this challenge in light of God's abundant generosity to us in Jesus?

So far we have seen a slight increase in giving, but with a number of members waiting to give in person at services it's really difficult to know by how much. As of the end of August the projected deficit had reduced slightly to £8,200. Thank you to all those who have responded to the challenge.

Looking Ahead

With the ongoing uncertainties around Covid restrictions it's clear that there is a challenge ahead of us. The PCC have just asked a small group to act as a financial recovery team to help shape our ongoing response in this area.

As we look ahead to next year there are so many factors involved but, depending on the levels of regular giving, we currently estimate a loss of between £2,000 and £11,000 in 2021. As a one-off the Diocese are helping next year by giving us 1.5 month's credit towards our parish share, worth just over £4,000, which will make those projections much healthier. However, we cannot stress enough that the biggest factor by far is the amount of regular giving from church members.

The current financial situation could have implications for the ministry that we'll be able to offer the parish. Nevermind the bigger projects and events we love to run, we might be facing questions around how we will cover the running costs of the building? Will we need to think carefully about heating and cleaning the building properly? What about supplies, such as refreshments, for our regular activities? We do not want to operate from a place of scarcity, but PCC do need to take responsibility for our spending until things change.

We are convinced that God has given his church all that is needed, including in our finances. We estimate that, if all members of St Matthew's were to tithe (giving the first 10% of their income) we would see giving increase by more than £30,000. Needless to say that would transform the conversation from the challenge of sustainability to one of countless possibilities for serving and blessing our community. Just imagine what we might do together if our resources were released like that for the things of the kingdom.

Revd Matt Hird, in conversation with Brian Palmer

Churchwardens' (Fabric) Report

In the last 18 months churchwardening has changed shape a number of times. Since the last APCM we have seen the first stage of the car park completed, and have been able to make the church grounds a lot tidier for the various events and weddings that we have held at St Matthew's. These events included Transforming Communities meetings, events with West Midlands Combined Authority, events with the local police force, weekly clubs, and many community bookings. This has been a great boost to our income that has been greatly helpful, and we look forward to resuming this as soon as we are able to.

The church hall received new lighting at the start of last winter, an upgrade that was sorely needed. This has enabled us to continue to use the hall in the darker months, and is a great step in maintaining the building. With this, we were able to also get new exterior lighting for the church so that the newly laid carpark can be safely navigated in the dark.

We have also seen many people continuing in roles, as well as taking up new ones in various areas. We are very grateful for Brian Palmer taking up the role of treasurer. Brian has worked tirelessly to keep on top of the church finances and provide the PCC with valuable projections for the year. Lynne Lawrence has been invaluable in continuing to handle gift aid collections, and we are very thankful for her time and energy. We are also thankful to all those who have cleaned the

church inside and out a number of times this year, without this effort of cleaning and gardening we may not have been able to re-open in August.

We also want to thank Steve and Simon who have been deputy wardens this year. They have taken on a lot of Sunday responsibility and have made the role a lot easier with their help and advice. This also applies to the team of sidespeople, who have reliably served the church throughout the year.

In the last churchwarden's report we were pleased to employ our first staff member, and had got to work enabling Rebi to do her job in the church office by setting up new lighting and improving the quality of the work space. We are sad for Rebi to be transitioning out of the role at this time after two years of being in the role, but we are grateful for the great work Rebi has put into developing the communications of St Matt's and investing in the lives of those she has worked alongside.

Churchwardening has had to change shape a number of times in the past year with restrictions placed on attendance, content of services, and how we are able to interact with each other at church, but we are looking forward to being fully back in the building when we are able to. In lieu of being in the building we have been so pleased with the volume and quality of online content that we have been able to produce.

We want to thank Matt specifically for being committed in producing the lion share of this content, pastorally connecting with almost everyone that is in contact with St Matthew's, and leading us through a difficult and uncertain time.

It has been a pleasure to serve as churchwardens this year, and we are looking forward to the year ahead.

Jack Hedger & Lee Blakemore

Safeguarding Report

Rebecca Hedger continued to be the Parish Safeguarding Officer. Throughout the year, safeguarding continued to be a priority in the life of St Matthew's. The improvements to the JAM registration on Sunday morning continued to make sure our children and young people were kept safe. The safer recruitment process continued to be followed for all volunteers. The PCC has complied with the duty under section 5 of the Safeguarding and Clergy Discipline Measure 2016 to have regard to House of Bishops' guidance on safeguarding children and vulnerable adults.

Rebi Hedger

Ministry Assistant Report

The following is adapted from Rebi's report to PCC after a year in the role:

In the first six months of the role, which began in January 2019, we saw Life Group attendance markedly increase, from 37 people to 47 people with one additional group. In the second half of the year this plateaued due to some people leaving St Matthew's, with one group disbanding as a result. There has, however, been a growth in understanding and depth to the existing life groups which is an exciting prospect for future growth.

Life Group leaders have met through the year to share and support one another. This has enabled leaders to give helpful feedback. For example, reflecting on the autumn term there was positive feedback about Freedom in Christ being run across the groups and an observation that the two groups who opted to merge had not worked. It was good to see permission being given for trying new things, even when experiments don't work.

During the year Life Group leaders were encouraged to identify potential new co-leaders, who shared in a leaders meeting to find out more, as part of their discerning whether they should become a group leader.

There has also been space for developing slightly different groups and shaping discipleship to accommodate our context. It was identified, for example, that there is a gap for those who have completed Alpha but have not made a decision or are not ready to join a life group. We therefore created 'Explore', a child-friendly space overlapping with the toddler group, to allow parents to be in a space with their children whilst also allowing them to ask their questions. Jess Hird and Rebi are leading this, with the aim of building the team to cover child-care.

Another discipleship development has been to encourage intentional discipleship relationships to be formed, and enabling one-to-one bible studies and conversations to take place. In August, 31 individuals were invited to a training session on 'intentional discipleship', and 21 attended across two sessions. The purpose of the training was to begin introducing language and culture that will hopefully encourage discipleship to flourish at St Matthew's. It was clear from the training that the culture of discipleship is something that people are excited about and interested in, but it is the practical application of 'how' to do that which will need to be covered next. Further training was planned, but had to be put on hold due to the difficult circumstances of the autumn term.

During October & November 2019 Rebi completed the Transforming Conversations training with 3D Coaching. Rebi reported that "this training was hugely beneficial and insightful in helping me to hone and develop my skills in conversations and discipleship".

Through 2019, the Ministry Assistant journeyed intentionally alongside 8 members of the church one-to-one, with 4 others also providing intentional discipleship to 5 more individuals. There have also been exciting developments in offering mentoring/discipleship to our young people and families.

During the autumn term we had 40 people engage with Freedom in Christ - 15% of whom were not already connected into a life group. Since finishing the course, it has allowed some of those new people to link well into a life group.

In the early part of 2020 we ran another small Freedom in Christ course for those unable to attend in the autumn.

Rebi has also been helping us to recognise the direct link between discipleship and serving, by outlining the ways people might typically get involved in the life of St Matthew's when they come

to faith. The growth we've seen in recent years has multiplied the number of ways in which people serve, adding some layers of complexity to the way this works. This, in turn, has necessitated a more coherent approach to helping people get involved with the right opportunities.

In the communications aspect of the role Rebi has established a strategy to bring clarity in our approach to communication. This was delivered to all those who lead and have responsibility so that each area of ministry can effectively let the church and community know what's happening.

This year

At the beginning of 2020 the Ministry Assistant was seeking to build on the progress from the previous year, particularly through investing in potential life group leaders and in setting up intentional discipleship conversations, as well as running another small Freedom in Christ course for those unable to attend in the autumn.

Many of these plans changed dramatically when lockdown began, with more of a focus on helping people stay connected as church family through phone calls, through our usual communications routes, and in helping to develop our online presence.

In April the PCC placed the Ministry Assistant on furlough with the hopes of bringing Rebi back to continue her good work later in the year. Having monitored the situation closely through the year, PCC had to make the decision to end the Ministry Assistant role at the beginning of October. We remain convinced that the role is a good one with potential to significantly transform our ability to make disciples, and so it is with sadness that we have not been able to continue it. We also want to acknowledge the significant contribution Rebi has made to St Matthew's in this role.

Revd Matt

Deanery Synod Report

The Deanery Synod is made up of representatives from each parish within a local deanery, St Matthews is a parish within the Wolverhampton deanery. Deanery meetings are an opportunity for us to hear from guest speakers, usually from the diocese and catch up with news from the other churches in Wolverhampton. They also discuss issues that affect all the parishes in the Deanery.

There are usually three meetings a year, held in different churches.

In June last year we met at St Stephen's, Hilton Street. The guest speaker was John Polhill of the Eco-Church. The Eco Church's vision is to create a vast network of churches across England and Wales as local centres of creation care in the community – shining beacons of hope for a brighter environmental future. They also provide resources that can help churches to become eco-friendly.

In October the meeting was at St Jude's, Tettenhall Road. The guest speaker this time was Mrs Gill Fenner, who explained the role of the Parish Nursing Ministry. Wolverhampton has one Parish Nurse, whose role is to support people and communities towards whole person health care. It is a small registered charity whose vision is for every community in the UK to have access to a Parish Nurse.

In February this year the meeting was at St Luke's School. The guest speaker was Mrs Amanda Robbie. She talked about Clergy Wellbeing.

There have been no meetings since February.

Graham & Maureen Archer

ST MATTHEWS CHURCH WOLVERHAMPTON

Financial Statement
For Year Ending 31st December 2019

Prepared By:

Martin John Beavon

Treasurer to The PCC of St Matthews Parish

Independent Examiner:

Rosie Chandler

Bursar – St Peter's School, Hednesford

The Parochial Church Council is a Registered Charity

Charity Number: **1183263**



St Matthew's Church

Growing in Christ

St Matthews Parochial Church Council (PCC)

The PCC is a body corporate (PCC Powers Measure 1956, and the Church Representation Rules 2006) and registered charity.

The PCC are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC met for 7 full sessions in 2019 plus 2 extraordinary sessions.

The PCC publishes at the annual APCM, a separate document containing reports and details of all groups that are part of our Church family.

The PCC is also responsible for co-operating with the incumbent Reverend Matt Hird, in promoting the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The stated mission of the church is to "Grow in Christ" and to this aim the PCC is committed to enabling as many people as possible to worship at St Matthews, and to become part of our church family. To facilitate this work, it is vital that we maintain the fabric of both the Church and grounds.

The method of appointment of PCC members is set out in the Church Representation Rules. The Council comprises of the Incumbent, Church Wardens, those elected to the Deanery Synod, and other members who are elected (to serve for 3 years only) at the Annual Parochial Church Meeting (APCM), by those on the Electoral Role. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC of St Matthews Church at 31st December 2019 comprises of 16 individuals. The date for the APCM for 2020 is Sunday 19th April. At the APCM annual reports for finance and all ministries are made available so that the church congregation are fully updated on matters being progressed by the PCC.

PCC members who have served from the 1st January until the date this report was approved were:

Role	Name	Comment
The Incumbent	Rev Matt Hird (Chairman)	
The Curate(s)	Revd Gayle Greenway Revd Linda Vawer	Previously served as an elected member until the APCM on 31 st March 2019 then as curate from July 2019 to October 2019.
Church Wardens	Clare Spooner	Church warden until the APCM on 31 st March 2019 and thereafter served as an elected member.
	Lee Blakemore	From the APCM on 31 st March 2019.
	Jack Hedger	

St Matthew's Church

Growing in Christ

Role	Name	Comment
Deanery Synod Reps	Graham Archer	
	Maureen Archer	
	Simon French	
Elected Members	Martin Beavon (Treasurer)	Co-opted until the APCM on 31 st March 2019, thereafter as an elected member.
	Dawn Payne	From the APCM on the 31 st March 2019.
	Charley Taft	From the extraordinary meeting of the PCC held on 9 th June 2019 (Casual Vacancy).
	Jane Norton	
	Emma-Jayne Povey	Until the APCM on the 31 st March 2019.
	Helen Owen	
	Lisa Symons	Until the APCM on the 31 st March 2019.
	Rachel Payne	
	Lynda Harris	
	Ian Vawer	

St Matthews Finance Overview

Income & Expenditure

Total receipts for the year amounted to £85,858 of which £49,331 was unrestricted voluntary donations, and a further £8,524 was from Gift Aid. Expenditure for the year was £127,213 thus the net result for the year was a deficit of receipts over payments of £41,354 on all funds (restricted, unrestricted and designated funds).

There was £16,500 of restricted income in 2019 that included a £15,000 grant for the Ministry Assistant role and a further grant of £1,500 for the purchase of new chairs for the church hall. As of the 31st December there was a total of £1,500 in restricted funds which was due to be spent in early 2020 on the new chairs for the church hall.

St Matthews have 7 designated funds Maintenance, Special Projects, Reserve, Car Park, Toddler Group, Pop In and Place of Welcome. For details of the amount held in these funds refer to the balance sheet report. The PCC reserve the right to reassign these funds if deemed appropriate to do so.

Giving to the church continues to be our most significant source of income, either by means of the Weekly Envelope scheme, standing orders paid direct into the Lloyds account or by Open Plate donations. Where possible, we encourage our congregation to consider Gift Aiding their donations, so

St Matthew's Church

Growing in Christ

we can reclaim 25% of what has been given if the individual has paid that amount in UK tax. Other significant sources of income include church lettings at £4,215, fees for weddings and funerals at £2,672, donations at £1,538 and a legacy at £1,000.

The most significant expenditure for 2019 was on the church car park with a total of £50,148 paid out over 3 phases. The contribution to the Diocesan 'Parish Share' – which pays stipends and housing costs of the clergy etc.– was the second most significant source of expenditure. Our 'Parish Share' increased by 2.5% from the previous year and the total payment of £32,315 was met in full. The third main area of expenditure was the employment costs of the Ministry Assistant role at £17,584. Another key area of expenditure was in outward Giving to our chosen partnership charities which amounted to £9,823 in 2019. This is significantly up on the prior year as a decision was still pending as to who St Matthews partnership charities would be so 2018's tithe was deferred until early 2019. Other key areas of expenditure for 2019 were church running costs at £4,375, church service supplies at £1,465, parish training and mission at £1,414, church insurance at £1,389 and maintenance costs at £1,346.

Financial Control

All expenditure is approved by our two Church Wardens, and all payments made by the church from our Lloyds account require 2 signatories whether paying by cheque or making payments via internet banking.

The income and expenditure are reconciled at the end of each month by cross referencing each entry against the Lloyds bank statements.

Accounting System

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2016 using the Receipts and Payments basis. All transactions are input into Finance Co-Ordinator which is a double entry fund accounting package, designed to manage the accounts for churches and charities as required by the Charity Commission.

Reserves Policy

St Matthews reserve policy was last reviewed at the PCC meeting held on 20th November 2017. The reserve fund was set at £14,500 based on the equivalent of 2 months general running costs at £8,000 with an additional £5,000 to cover emergency building maintenance and a further £1,500 to cover 2 months of the PCC's contribution to employing a Ministry Assistant.

Petty Cash Account

St Matthews operate a petty cash account that will only be used to cover expenditure on church events. The value of the petty cash account is set to a maximum of £200 and the account will be

St Matthew's Church

Growing in Christ

managed using an Imprest system. As of the 31st December no transactions were recorded during the year. The end of year balance was £115 in the petty cash box plus receipts for £85.

Church Fabric

The last Quinquennial Inspection took place on the 16th November 2017 and was undertaken by Brownhill Hayward & Brown. In terms of Priority A actions that need to be undertaken within 2 years no major items of expenditure were identified. In terms of Priority B actions that need to be addressed within 2 to 5 years the car park remains the only significant area of expenditure. While £50,148 has been invested in car park resurfacing in 2019 significant funds are still required to complete the remainder of the car park. As for Priority C actions that require action in over 5 years nothing was listed.

Assets & Liabilities

Our main income is from Giving to the church (Envelope Scheme, Standing Orders, Open Plate, Donations and our annual Gift Aid refund) along with Wedding fees, Funeral fees and Hall Rental income.

Our main outgoings are: Payment of our Parish Share to Lichfield Diocese, Ministry Assistant Salary and Maintenance & Worship costs along with our outward Giving to nominated charities.

As for Assets & Liabilities, we own the church and associated buildings and our liabilities are our outgoings as described before. Our Vicar and Curate both receive a stipend from Lichfield Diocese to whom we commit to pay our Parish Share (£32,315 in 2019).

As of the 31st December 2019 St Matthews had total liabilities of £149 on our balance sheet for monies owed to agency postboxes.

We have no other significant debts to consider and with the fabric of the building in generally good condition any unexpected expenditure should be covered by the reserve fund.

PCC Of St Matthews Parish
Balance sheet (Church of England)
As at: 31 December 2019

	As at 31/12/2019 £	As at 31/12/2018 £
Current assets		
Cash at bank and in hand	22,780	64,154
	<u>22,780</u>	<u>64,154</u>
Liabilities		
Creditors: Amounts falling due in one year	149	169
Net current assets less current liabilities	<u>22,631</u>	<u>63,985</u>
Total assets less current liabilities	<u>22,631</u>	<u>63,985</u>
Total net assets less liabilities	<u>22,631</u>	<u>63,985</u>
Represented by		
Unrestricted		
Unrestricted - General fund	354	26,719
Designated		
Designated - Building & Maintenance	5,205	5,686
Designated - Car Park Fund	—	12,500
Designated - Place Of Welcome	—	—
Designated - Pop In Group Ministry	100	588
Designated - Appeals & Special Projects	871	3,149
Designated - Reserve Fund	14,500	14,500
Designated - Toddler Group Ministry	100	383
Restricted		
Restricted - Church Grounds Fund	—	145
Restricted - Contagious Christian Course	—	314
Restricted - Church Hall Chairs	1,500	—
Restricted - Ministry Assistant	—	—
Restricted - Agency collection	—	—
Funds of the church	<u>22,631</u>	<u>63,985</u>

PCC Of St Matthews Parish
Receipts and Payments Account
For the period from 01 January 2019 to 31 December 2019

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Donations and legacies	61,155	1,215	16,500	—	78,871	55,127
Income from charitable activities	2,672	—	—	—	2,672	1,889
Other trading activities	4,231	—	—	—	4,231	3,520
Investments	19	—	—	—	19	27
Other income	64	—	—	—	64	—
Total receipts	68,143	1,215	16,500	—	85,858	60,564
Payments						
Raising funds	1,029	—	—	—	1,029	411
Expenditure on charitable activities	91,662	18,492	15,459	—	125,614	44,354
Other expenditure	220	348	—	—	568	566
Total payments	92,913	18,840	15,459	—	127,213	45,332
Excess of receipts over payments before transfer	(24,770)	(17,625)	1,040	—	(41,354)	15,231
Transfers						
Gross transfers between funds - in	1,413	3,008	—	—	4,421	29,294
Gross transfers between funds - out	(3,008)	(1,413)	—	—	(4,421)	(29,294)
Excess of receipts over payments before other gains	(26,364)	(16,030)	1,040	—	(41,354)	15,231
Net movement in funds	(26,364)	(16,030)	1,040	—	(41,354)	15,231
Reconciliation of funds						
All assets at 01 January 2019	26,719	36,807	459	—	63,985	48,754
All assets at 31 December 2019	354	20,777	1,500	—	22,631	63,985

PCC Of St Matthews Parish
Statement of Assets and Liabilities (by code)
As at: 31 December 2019

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Current assets - Cash at bank and in hand						
6501 : Lloyds Current Account	15.61	1,751.90	204.78	—	1,972.29	8,376.90
6505 : Lloyds Savings Account	223.94	19,025.11	1,444.22	—	20,693.27	55,662.97
6590 : Cash in hand	115.00	—	—	—	115.00	115.00
Total	354.55	20,777.01	1,649.00	—	22,780.56	64,154.87
Liabilities - Agency accounts						
6699 : Agency collections	—	—	149.00	—	149.00	169.12
Total	—	—	149.00	—	149.00	169.12
Net total assets	354.55	20,777.01	1,500.00	—	22,631.56	63,985.75
Represented by						
Unrestricted - General	354.55	—	—	—	354.55	26,719.24
Designated - Building	—	5,205.37	—	—	5,205.37	5,686.37
Designated - CarPark	—	—	—	—	—	12,500.00
Designated - PopInGroup	—	100.00	—	—	100.00	588.02
Designated - Projects	—	871.64	—	—	871.64	3,149.59
Designated - Reserve	—	14,500.00	—	—	14,500.00	14,500.00
Designated - Toddlers	—	100.00	—	—	100.00	383.43
Restricted - ChuGrounds	—	—	—	—	—	145.00
Restricted - ContChrist	—	—	—	—	—	314.10
Restricted - HallChairs	—	—	1,500.00	—	1,500.00	—
Total	354.55	20,777.01	1,500.00	—	22,631.56	63,985.75

PCC Of St Matthews Parish
Fund movement by type
Selected period: 01 January 2019 to 31 December 2019

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
Building						
Designated	5,686	—	3,489	3,008	—	5,205
Sub-totals	5,686	—	3,489	3,008	—	5,205
CarPark						
Designated	12,500	—	12,500	—	—	—
Sub-totals	12,500	—	12,500	—	—	—
ChuGrounds						
Restricted	145	—	145	—	—	—
Sub-totals	145	—	145	—	—	—
ContChrist						
Restricted	314	—	314	—	—	—
Sub-totals	314	—	314	—	—	—
HallChairs						
Restricted	—	1,500	—	—	—	1,500
Sub-totals	—	1,500	—	—	—	1,500
MinAssist						
Restricted	—	15,000	15,000	—	—	—
Sub-totals	—	15,000	15,000	—	—	—
PoW						
Designated	—	167	167	—	—	—
Sub-totals	—	167	167	—	—	—
PopInGroup						
Designated	588	693	348	(832)	—	100
Sub-totals	588	693	348	(832)	—	100
Projects						
Designated	3,149	—	2,277	—	—	871
Sub-totals	3,149	—	2,277	—	—	871
Reserve						
Designated	14,500	—	—	—	—	14,500

Fund and type	Fund balances brought forward	Incoming Resources	Outgoing Resources	Transfers	Gains and Losses	Fund balances carried forward
Sub-totals	14,500	—	—	—	—	14,500
Toddlers						
Designated	383	355	58	(580)	—	100
Sub-totals	383	355	58	(580)	—	100
General						
Unrestricted	26,719	68,143	92,913	(1,594)	—	354
Sub-totals	26,719	68,143	92,913	(1,594)	—	354
Totals	63,985	85,858	127,213	—	—	22,631

Analysis of receipts and payments
Selected period: 01 January 2019 to 31 December 2019

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Receipts						
<i>Donations and legacies</i>						
0101 - Gift Aid - Bank	19,997	100	—	—	20,097	20,646
0110 - Gift Aid - Envelopes	4,932	—	—	—	4,932	7,410
0201 - Other planned giving	14,498	—	—	—	14,498	11,959
0301 - Loose plate collections	5,617	—	—	—	5,617	3,353
0401 - Regular gift days	—	—	—	—	—	—
0410 - Giving through church boxes	—	—	—	—	—	—
0420 - Tea / Coffee Ministry	141	—	—	—	141	146
0430 - Toddler Group Donations	—	355	—	—	355	307
0440 - Pop In Group Donations	—	693	—	—	693	766
0450 - Place Of Welcome Donations	—	67	—	—	67	—
0501 - One-off Gift Aid gifts	4,287	—	—	—	4,287	21
0510 - Gifts of quoted securities	—	—	—	—	—	—
0550 - Donations appeals etc	1,538	—	—	—	1,538	815
0601 - Tax recoverable on Gift Aid	8,524	—	—	—	8,524	9,337
0701 - Legacies	1,000	—	—	—	1,000	—
0801 - Recurring grants	—	—	15,000	—	15,000	—
08A1 - Non-recurring one-off grants	—	—	1,500	—	1,500	314
0901 - Other funds generated	618	—	—	—	618	49
<i>Donations and legacies Totals</i>	61,155	1,215	16,500	—	78,871	55,127
<i>Income from charitable activities</i>						
1101 - Fees for weddings and funerals	2,672	—	—	—	2,672	1,889
1210 - Bookstall sales to promote objectives	—	—	—	—	—	—
1230 - Church hall lettings - objectives	—	—	—	—	—	—
<i>Income from charitable activities Totals</i>	2,672	—	—	—	2,672	1,889
<i>Other trading activities</i>						
0910 - Rummage sales etc	—	—	—	—	—	—
1220 - Bookstall sales - fund raising	—	—	—	—	—	—
1240 - Church hall lettings - fund raising	4,215	—	—	—	4,215	3,520
1250 - Magazine income - advertising	—	—	—	—	—	—
1260 - Parish magazine sales	—	—	—	—	—	—
1270 - Cardstall sales - fund raising	3	—	—	—	3	—
1280 - Miscellaneous sales - fund raising	13	—	—	—	13	—
<i>Other trading activities Totals</i>	4,231	—	—	—	4,231	3,520
<i>Investments</i>						
1001 - Dividends	—	—	—	—	—	—
1020 - Bank and building society interest	19	—	—	—	19	27
1030 - Rent from lands or buildings	—	—	—	—	—	—
<i>Investments Totals</i>	19	—	—	—	19	27

	Unrestricted	Designated	Restricted	Endowment	This year	Total Last year
Other income						
1310 - Insurance claims	—	—	—	—	—	—
1320 - Surplus - sales of fixed assets	—	—	—	—	—	—
1330 - Contributions from other churches	64	—	—	—	64	—
Other income Totals	64	—	—	—	64	—
Receipts Grand totals	68,143	1,215	16,500	—	85,858	60,564

Payments

Raising funds

1730 - Costs of fetes & other events	1,029	—	—	—	1,029	411
Raising funds Totals	1,029	—	—	—	1,029	411

Expenditure on charitable activities

1801 - Giving to missionary societies	7,495	2,277	—	—	9,773	840
1830 - Giving to relief and development agency	50	—	—	—	50	600
1870 - Secular charities	—	—	—	—	—	—
1910 - Ministry parish share etc	32,315	—	—	—	32,315	31,527
2050 - Ministry Assistant - Salary	1,794	—	12,615	—	14,410	—
2051 - Ministry Assistant - Pension	72	—	668	—	740	—
2052 - Ministry Assistant - HMRC Payment	380	—	1,556	—	1,937	—
2053 - Ministry Assistant - Expenses	338	—	159	—	497	—
2101 - Working expenses of incumbent	479	—	—	—	479	617
2110 - Working expenses of curate	652	—	—	—	652	848
2130 - Vicarage house expenses	279	—	—	—	279	378
2150 - Vicar's telephone	—	—	—	—	—	—
2170 - Education	47	—	—	—	47	—
2201 - Parish training and mission	1,100	—	314	—	1,414	437
2301 - Church running - insurance	1,389	—	—	—	1,389	1,388
2310 - Church office - telephone	41	—	—	—	41	—
2311 - Church office - photocopier	816	—	—	—	816	562
2312 - Church office - postage & stationery	329	—	—	—	329	270
2313 - Church - Broadband	322	—	—	—	322	—
2330 - Church maintenance	1,346	—	—	—	1,346	1,370
2331 - Church cleaning	390	—	—	—	390	72
2370 - Visiting speakers / locums	—	—	—	—	—	100
2380 - Church service supplies	1,465	—	—	—	1,465	1,108
2381 - Toddler group supplies	—	58	—	—	58	288
2382 - Refreshment supplies	505	—	—	—	505	17
2383 - Place Of Welcome Supplies	224	167	—	—	392	—
2390 - Church equipment	913	—	—	—	913	461
2395 - Church communications	220	—	—	—	220	482
2401 - Church running - electric	1,948	—	—	—	1,948	754
2410 - Church running - gas	2,207	—	—	—	2,207	1,872
2420 - Church running - water	64	—	—	—	64	56
2430 - Church running - oil	—	—	—	—	—	—
2440 - Church running - heating and lighting	—	—	—	—	—	—
2450 - Church running - waste collection	156	—	—	—	156	—
2601 - Governance costs examination/audit fee	300	—	—	—	300	300
2701 - Church major repairs - structure	—	—	—	—	—	—

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
2710 - Church major repairs - installation	—	—	—	—	—	—
2720 - Church interior and exterior decorating	—	—	—	—	—	—
2730 - Church car park - resurfacing	34,014	15,989	145	—	50,148	—
Expenditure on charitable activities Totals	91,662	18,492	15,459	—	125,614	44,354
Other expenditure						
9901 - Other outgoing resources / payments	220	348	—	—	568	566
Other expenditure Totals	220	348	—	—	568	566
Payments Grand totals	92,913	18,840	15,459	—	127,213	45,332

PCC Of St Matthews Parish
Agencies (Postboxes) - Summary
Selected period: 01 January 2019 to 31 December 2019

Description	Cheque	Audit Number	Date	Debit	Credit	Balance
Childrens Society						
			Total for this date range	247.27	247.27	—
			Closing balance 31/12/2019	247.27	247.27	—
Christian Aid						
			Total for this date range	346.00	346.00	—
			Closing balance 31/12/2019	346.00	346.00	—
Church Weekend Away						
			Total for this date range	—	370.00	(370.00)
			Closing balance 31/12/2019	—	370.00	(370.00)
Crosslinks						
			Opening balance 01/01/2019	—	—	(3.00)
			Closing balance 31/12/2019	—	—	(3.00)
Fairtrade						
			Opening balance 01/01/2019	—	—	(5.12)
			Total for this date range	156.84	151.72	5.12
			Closing balance 31/12/2019	156.84	151.72	—
Hands At Work						
			Total for this date range	32.48	32.48	—
			Closing balance 31/12/2019	32.48	32.48	—

Independent Examiner's Report to the PCC of St Matthews Church, East Park Way, Wolverhampton.

This report on the accounts of the PCC for the year ended 31 December 2019, which are set out on pages 1 and 2., is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and s.43 of the Charities Act 1993 ("the Act").

Respective responsibilities of the PCC and the Examiner

As members of the PCC you are responsible for the preparation of the accounts; you consider that the audit requirement of the Regulations and section 43(2) of the Act do apply. It is my responsibility to issue this report on those accounts in accordance with the terms of the Regulations.

Basis of this report

My examination was carried out in accordance with the General Directions given by the Charity Commission and to be found in the Church guidance, 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's statement

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

(1) Which gives me reasonable cause to believe that in any material respect the requirements

– to keep accounting records in accordance with section 41 of the Act; and

– to prepare accounts which accord with the accounting records and comply with the requirements of the Act and the Regulations

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding

of the accounts to be reached.

Miss Rosie E Chandler
Alnst AM (Dip)

Independent Examiner's Report to the PCC of St Matthews Church, East Park Way, Wolverhampton

This report relates to the accounts of the PCC for the year 1st January to 31 December 2019.

I have been appointed as the Independent Examiner to the PCC of St Matthews Church, Wolverhampton. I am employed by Future Generation Trust working at St Peter's CE Primary Academy, Hednesford, in the position of Bursar. I have been employed in this post since February 2003. I hold the qualification of Certificate of School Business Management / International Diploma in Administrative Management. I have familiarised myself with the guidance regarding the performance of the function of Independent Examiner from the parish resources.org.uk website.

In order to conduct this examination I was supplied with, and examined the following items:

No	Description
1	Paying In Book (Acct: 00520979): Includes 2 paying in books covering 2019 – Found in brown box.
2	Cheque Books (Acct: 00520979): Includes 1 cheque book covering 2019 payments – Found in brown box.
3	2019 Clergy Expenses Submissions – Blue Lever Arch Folder – Item 1 Vicars expenses, Item 2 Curates expenses, Item 3 Ministry Assistant Expenses. Payment included in Payments Folder.
4	2019 Payments Folder – Black Lever Arch Folder – Item 1 cheque payments, Item 2 faster payments, Item 3 petty cash payments, Item 4 direct debits, Item 5 Tithe calculation.
5	Lichfield Clergy Fee Returns – Blue Lever Arch Folder – Item 4 LDBF clergy / organist and verger fees for weddings and funerals. Includes 2019 assignment of fees declared to LDBF.
6	2019 Income Folder – Purple Lever Arch Folder – Item 1 Weekly Income Sheets, Item 2 Invoices Raised & Reconciled, Item 3 Gift Aid and Item 4 Other Income.
7	2019 Bank Statements Treasurers Account (Acct: 00520979): Original statements Items 1 in small purple A4 folder / reconciled statements Item 1 in small black A4 folder.
8	2019 Bank Statements “BUS INSTANT ACCESS” (Acct: 07845849): Original statements Item 2 in small purple A4 Folder/ Reconciled statements Items 2 in small black A4 Folder.
9	Petty Cash Log Book – Logbook found in brown box.
10	Draft Financial Statements for the year to 31 st December 2019 – Item 3 small black A4 Folder
11	PCC Minutes – Minutes for all PCC meetings held in 2019 – Item 4 small black A4 Folder.
12	Deferred Payment Receipts- Found in brown A4 envelope stored in the brown box.

Examination

Evidence of checking throughout the examination is shown by the marking on the documentation with a green pen mark.

All paper documentation has been checked. Specific items were selected at random and in depth checks made. Any queries were raised with Martin Beavon.

In particular I have reviewed the weekly income sheets and have observed the following: The weekly counting sheet corresponds to the weekly income/expenditure totals. Although the names of the counters are included on the sheets, no actual signatures were seen. If the credit slip is completed in the presence of the counters, consideration could be given to the counters endorsing the income slip.

All these entries have been checked and have been found to be correctly represented. Deferred Checking serial numbers were appropriately recorded.

There is a clear transparency for each transaction throughout the accounts.

An examination was carried out of the Invoices to check the payment trails. The invoices were found to be in good order. Sample examinations were conducted including a cross reference between Direct Debit payments against receipts, and all examples were found to be in order.

Although there are no concerns with expense payments, from my work experience I can suggest that attaching a fuel receipt to mileage claims covering the amount of fuel reimbursement could be seen as good practice. Also that the journey is recorded from postcode to postcode which I understand would be required should HMRC conduct a check.

The presentation of the accounts is extremely clear and methodical.