

Parochial Church Council of St. Chad's Church  
Pattingham with Patshull

Trustees' Annual Report and Financial Statements

Year ending 31 December 2019

Charity Number: 1151604



## Trustees' annual report for the year ending 31 December 2019

### Reference and Administrative Information

**Charity Name:** The Parochial Church Council of the Ecclesiastical Parish of St Chad, Pattingham with St Mary, Patshull

**Registered Number:** 1151604

**Address:** St Chad's Church is situated in the Bullring, Pattingham, WV6 7BG.  
*It is part of the Diocese of Lichfield within the Church of England.*

**Contact Details:** (1) The Reverend Prebendary Maureen Hobbs, Vicar  
20 Dartmouth Avenue, Pattingham, Wolverhampton WV6 7DP  
Tel: 01902 700257  
Email: [vicar@pattinghamchurch.org.uk](mailto:vicar@pattinghamchurch.org.uk)  
(2) Geoffrey Dann, Secretary  
23 The Greenway, Pattingham, Wolverhampton WV6 7DA  
Tel: 01902 700212  
Email: [secretary@pattinghamchurch.org.uk](mailto:secretary@pattinghamchurch.org.uk)

**Website:** [www.pattinghamchurch.org.uk](http://www.pattinghamchurch.org.uk)

**Names of the charity trustees - members of the Parochial Church Council (PCC) - who manage the charity:**

**Chair:** The Reverend Prebendary Maureen Hobbs, Vicar

**Church Wardens:** Iain Coleman (until 15/5/19)  
Philip Morgan (from 7/4/19)  
Gena Richards

**Ex officio as Deanery Synod Representatives:** Gordon Bramall  
Geoffrey Dann  
Anthony Taylor

**Reader:** Ken Scott (until 7/4/19 - then appointed)

**Elected members:** Anthony Ainsworth  
Carol Broxton  
Robert Colin-Stokes  
Anna Davies (from 7/4/19 - previously co-opted - 1/10/19)  
Henry Ibberson  
Gladys Jones  
Elaine Lavender (until 7/4/19)  
Clive Pendrell (from 7/4/19 - previously co-opted - Treasurer)  
Colin Ringrose  
Ken Scott (from 7/4/19 - previously as Reader)  
Philip Sims (from 22/10/19 - previously co-opted since 7/4/19)  
Dorothy Steel (from 22/10/19 - previously co-opted since 30/4/19)  
Anthony Taylor (until 7/4/19 - continues as Deanery Synod Representative)  
Graham Tritton

*Members of the PCC are either ex officio, elected or co-opted in accordance with the Church Representation Rules.*

**PCC's bankers:** Barclays Bank plc, Leicester LE87 2BB

**Independent Examiner:** Mr O Ross FCA of Muras Baker Jones Limited,  
Chartered Accountants, Regent House, Bath Avenue, Wolverhampton WV1 4EG.



## Structure, governance and management

The PCC is a corporate body established by the Church of England (PCC Powers Measure 1956, and the Church Representation Rules 2006) and is a charity registered with the Charity Commission for England and Wales. Charity registration number: 1151604. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended, and the Church Representation Rules that came into effect on 2nd January 1957 (most recently updated in 2011).

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be raised and spent.

The method of appointment of the PCC members is set out in the Church Representation Rules. The Council comprises the Incumbent, the Churchwardens, a representative of the Readers, those elected to the Deanery Synod, and other members who are elected at the Annual Parochial Church Meeting by those on the Electoral Roll. There are twelve elected members of the Council serving for a term of three years. One third of these retire each year (and is eligible for immediate re-election). This policy helps to ensure continuity of experience and policies whilst providing opportunities for new members to join and contribute. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC has four operating or sub committees that meet as required between the meetings of the full PCC:

- The *Standing Committee* required by law, consists of the Priest-in-Charge, the Wardens, the Secretary, the Treasurer and the Reader. It transacts the business of the council between meetings subject to any directions given by the council.
- The *Finance Committee* reviews financial matters including preparing budgets.
- The *Fabric Committee* reviews all aspects relating to the church building and churchyard
- The *Communications Group* reviews all aspects of PCC communication.

In addition, special committees meet to organise various events.

The PCC is aware of the Charity Commission's guidance on public benefit in *the Advancement of Religion for the Public Benefit* and have regard to it in its administration of the Charity. The PCC believes that, by promoting the work of the Church of England in the Ecclesiastical Parish of St Chad 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.

## Aim and Purpose

Pattingham with Patshull Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Prebendary Maureen Hobbs, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the churchyards of St Chad's Parish church, Pattingham and St Mary's Church, Patshull, the fabric of which is now under the care of the Churches Conservation Trust.

## Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Chad. The PCC maintains an overview of worship throughout the parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the Commission's guidance on public benefit and the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our



parish community through: • Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus. • Provision of pastoral care for people living in the parish. • Missionary and outreach work. To facilitate this work, it is important that we maintain the fabric of the Church of St. Chad and the Churchyards under our care.

## **Achievements and Performance**

### Worship and Prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. For example, evening and night prayers (Compline) provide a quiet, intimate and reflective environment for worship whilst opportunities are provided for people to engage in more outgoing worship such as that provided by the young people within our parish. This year we have continued to welcome all ages into our church and have continued to provide lay led and inspired Family Worship on the morning of the 1st and (where applicable) the 5th Sunday of each month. Baptisms are sometimes carried out as part of the main act of worship on a Sunday morning or at separate baptism services in the afternoon, according to the wishes of the family. Where baptisms occur outside of main corporate worship, families are encouraged to attend a main Sunday morning service as soon as possible to be formally welcomed into the church family.

The development of our seasonal booklets for the liturgy has been well appreciated. Many people have said how much easier it is to follow the services now that they are in booklets. The A/V system is now firmly established and is well used. Favourable comments have been received at the improvements to the screens covering the side aisles, and we have been able to make use of it to show occasional films as well as to enhance services. All are welcome to attend our regular services. In 2019 there were 169 parishioners on the Church Electoral Roll, 31 of whom were not resident within the parish. This was a full revision and shows a small fall compared to the previous year, but an increase in those coming onto the register from within the parish. The average weekly attendance, counted during October, was 77, but this number increased significantly at festivals. At Easter a total of 160 people attended services on Easter Day – an increase of 13 on the previous year, and (due in large part to a very popular Crib Service) on Christmas Eve and Christmas Day we welcomed a total of 372 worshippers – this showed a reduction on the previous year, reflecting the continued decline in congregation for 'Midnight' Mass on Christmas Eve, while that for Christmas morning has a modest increase.

As well as our regular services, we enable our community to celebrate and thank God at the milestones of the journey through life. Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping. We have celebrated 20 baptisms (including two for adults) and 9 weddings and held 21 funerals in our church this year, with a further 9 services being held at Crematoria with either the Vicar or our reader officiating. This represents a decline in marriage, but a considerable growth in both baptism and funerals!

### Deanery Synod

Three members of the PCC sit on the deanery synod. This provides the PCC with an important link between the parish and the wider structures of the church. During 2019 a new Rural Dean was appointed – Revd. Julia Cody, on the 'retirement' of our Vicar from this role.

### Proposed Re-ordering of the Lady Chapel and other areas

We want our church to be open to our community for private prayer. We are fortunate in having a central position in our community, and with many visitors to the churchyard to attend family graves, we are always able to leave the church open for private worship.

We are seeking to respond to requests from the community to provide an opportunity for people to come into church and light a candle in memory of a loved one. We also wish to improve the flexibility and comfort of the area within the screen of the Lady Chapel by removing the existing unfixed pews from this area of the church and replacing them with suitable chairs. We are awaiting the decision of the Chancellor on the proposed type of chairs to be introduced as we were unable to come to agreement with the DAC.



However, we are pleased that the principle of removing the 'spare' pews and the introduction of a candle stand has been approved.

We are very fortunate as a church in having access to the income from various trust funds, established to care for the fabric of the church. We have been able to maintain the church in good order without recourse to major fundraising appeals, although it remains a challenge to cover our ongoing day to day needs from donated income.

We have identified the need to improve the area around the west door of the church and are currently consulting with our Quinquennial Architect as to how this might best be achieved. Eventually it is hoped to improve the access from the church to the churchyard by this means and to remove the existing Victorian screen from the West end. Thanks to a generous donation, we are looking to provide additional purpose-built storage to the right of the West Door. (as viewed from the church) which will be in keeping with the existing storage units on the left side of the West Door.

The small kitchen that was installed when the church was last extended is no longer fit for purpose and limits what we can provide by way of hospitality. Plans are therefore being drawn up to improve this and the seating area in the North Aisle. These will not be advanced until the Lady Chapel and West Door are agreed and under way.

#### Pastoral Care

A notable achievement of our Pastoral Care Group and others outside the church, has been the provision of a monthly lunch club in the Village Hall. This continues to attract a regular attendance of over 35 people and is very popular. It is open to all regardless of church attendance or religious affiliation.

Some members of our parish are unable to attend church due to sickness or age. The Vicar or other members of the Pastoral Care Group will visit all church members who request it, to celebrate communion with them at their homes or just to assure them of our prayers and concern to keep them in touch with church life.

#### Mission and Evangelism

Helping those in need is a demonstration of our faith. The PCC takes seriously its commitment to give approximately 10% of our income to charitable causes both at home and overseas. In addition, we support the annual Bishop's Lent Appeal through the provision of Lent Lunches and Supper, and it is good that these efforts on behalf of others can be combined with opportunities for fellowship.

Our parish magazine is distributed monthly to all who subscribe to it and is available at the church. The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus.

Our Website and Social Media Accounts are other ways of maintaining contact with our congregation and the wider community and are becoming increasingly important.

Cards are produced each Advent and Lent to promote our services at the major festivals of Christmas and Easter and, in addition, a full colour leaflet is produced two or three times a year, to inform parishioners of the varied services and activities available through the year.

#### Work with Children and Young People

We are indebted to our volunteers, particularly Anna and Paul Davies and Alison Colin-Stokes for their commitment to caring for our younger members. Junior Church is available for young children most Sundays with more formal Sunday School being provided monthly on the third Sunday of the month. We also welcome our older teens as assistants with these activities.

A Holiday Club is provided annually in August and continues to be popular. Last year the format was changed to include more games and physical activity alongside the craft activities and drama, and this was much appreciated. Approximately 25 children attended.

Our monthly Youth Service has continued and although the number of young people involved is currently small at around 5, with the departure of others to university and elsewhere, the quality of the worship they design and lead,



under the encouragement of Barbara and Graham Tritton is outstanding. We continue to pray for increased numbers and more support from the wider congregation.

### Music and the choir

Our organist, Greg Lewin is now an established part of our church family and ministry team. He is building on the excellent legacy of John Fellows, Martin Fox and others and the choir is thriving with several 'associate' members regularly augmenting resources for particular services. We would love it if more young people could benefit from the unique experience of leading worship through choral singing and are looking at building on the existing links with the school to encourage this.

### Ecumenical Relationships

The church is a member of Covenanting Churches of Wolverhampton West. We have held an annual joint service on the fourth Sunday of January and joined with our neighbours in Perton to put on a Lent Lunch on a Saturday in Lent and singing Carols on the green in Tettenhall. We also jointly promote a variety of Lent courses within the group that are open to all and provide a varied approach to deepening discipleship. In 2019 a number of us attended the Lent course on Mental Health issues, held in Perton church.

As the only place of worship within the villages of Pattingham and Burnhill Green, we are pleased to welcome people from all denominations, while retaining our distinct Anglican identity.

### Administration

Our parish administration has been greatly assisted by the efforts of Mrs Lesley Jones. Although not a regular member of our congregation, she has worked faithfully to produce weekly pew sheets and reading sheets for the Wednesday Service. She has also been instrumental in facilitating the annual "All Souls" Memorial service and has acted as our Electoral Roll Officer for this year. Our less formal services have also benefited from her graphic design and layout skills. As she will be retiring in 2020, it seems appropriate to recognise the quiet but consistent service that she has provided for the past 10 years.

### Financial Review

The PCC's finances are showing a small deficit of £1,731 on day-to-day activities for the first time since 2016 but this was expected owing to a significant increase in our mission giving during the year.

Most of our regular day-to-day income in 2019 came from 3 sources – Voluntary Giving, Fund Raising and Fees (rounded figures):

- Voluntary Giving £44,005 plus £9,642 in Gift Aid tax recovered
- Fund Raising (net figures)
  - o Annual Fête £4,138
  - o Bells Run £5,612
  - o Century Club £1,735
- Fees £11,819 (10 weddings and 26 funerals)

Following a significant dip in 2018, I am pleased to report that Voluntary Giving has recovered to approximately the same level as in 2017. This represents just over half of our income.

Statutory fees were also higher, reflecting the increased number of weddings and funerals, and Legacies amounted to £11,000 compared to £1,000 in 2018.

We are also grateful for the continuing support provided by grants from the Pattingham Church Estate Trust Fund which helped to pay for various costs including modernisation work to the church organ. During the year, the PCC also claimed £4,452 from the Butler Fund for the cost of fabric repairs, and recovered £1,980 in VAT costs from the government under the *Listed Places of Worship* scheme.



The PCC agreed the following donations during 2019:

- Mission partners - 10% of voluntary giving income which amounted to £3,100
- £2,250 to build a borehole in Nigeria to enable fresh water to be obtained by villagers
- Bells Run – half the income of £5,612 was donated to Acorn's Children's Hospice, and as the run was the last in its original format it was decided to donate the other half to St. Chad's school, rather than retain it within church funds.
- Other beneficiaries included St. Albans Church (Wednesfield), the Farmers Community Network and the British Legion

Church running expenses were higher than 2018 owing to expenditure on new AV Monitors, Clock maintenance, Insurance, Lych Gate Stonework restoration and increased costs for churchyard maintenance.

Church building work comprised the installation of wooden desktops for use by the choir, floor repairs to gratings and other minor repairs.

See Note 4 for details of all fund movements.

Full details of income, expenditure and fund movements are provided in the financial statements below.

## Reserves Policy

It is a PCC policy to maintain a balance on unrestricted funds (if possible) to maintain all monthly payments to be made as well as enough to cover emergency situations that may arise from time to time.

It is our policy to invest our funds balances with the CCLA Church of England Deposit Fund.

## 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).


All PCC members have been encouraged to complete the on-line awareness training (C0 and C1). The Churchwardens have attended a day of additional training (C2) and the Vicar and our Reader have both attended C3 training.

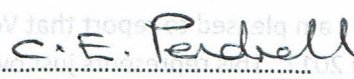
DBS clearance has been sought for all relevant personnel.

## Declaration

The Trustees declare that they have approved the Trustees' Report and financial statements.

Signed on behalf of the charity's trustees, the PCC.

  
Maureen Hobbs, PCC Chair  
15<sup>th</sup> August 2020

  
Clive Pendrell, PCC Treasurer  
15<sup>th</sup> August 2020



## Independent Examiner's Report to the trustees/members of the PCC of St Chad's Church of Pattingham with Patshull

I report to the trustees on my examination of the accounts of the PCC for the year ending 31 December 2019, which are set out on the following pages.

### **Respective responsibilities of the PCC and Independent Examiner**

The charity's Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

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

### **Basis of Independent Examiner's Statement**

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

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

In connection with my examination, no material matters have come to my attention which gives me cause to believe that, in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act, or
- the accounts do not accord with the accounting records, or
- the accounts do 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 come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: 16<sup>th</sup> July 2020

O Ross FCA  
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**STATEMENT OF FINANCIAL ACTIVITIES****For the year ending 31 December 2019**

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2019 £	Total Funds 2018 £
<b>Income and endowments from:</b>							
Donations and legacies	2(a)	69,937	10,000	9,686	-	89,623	94,184
Charitable activities	2(b)	32,880	-	2,625	-	35,505	36,842
Other trading activities	2(c)	4,147	-	-	-	4,147	5,273
Investments	2(d)	668	-	680	25,507	26,855	25,560
Other	2(e)	2,307	-	-	-	2,307	2,860
<b>Total</b>		<b>109,939</b>	<b>10,000</b>	<b>12,991</b>	<b>25,507</b>	<b>158,437</b>	<b>164,719</b>

**Expenditure on:**

Raising funds	3(a)	9,711	106	-	-	9,817	14,308
Charitable activities	3(b)	101,128	3,717	9,345	4,452	118,642	160,906
Other	3(c)	831	-	-	-	831	1,043
<b>Total</b>		<b>111,670</b>	<b>3,823</b>	<b>9,345</b>	<b>4,452</b>	<b>129,290</b>	<b>176,257</b>

Net income/(expenditure)	(1,731)	6,177	3,646	21,055	29,147	(11,538)
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Transfers between funds	-	-	-	-	-	-
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<b>Net movement in funds</b>	<b>(1,731)</b>	<b>6,177</b>	<b>3,646</b>	<b>21,055</b>	<b>29,147</b>	<b>(11,538)</b>
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**Reconciliation of funds:**

Total funds b/fwd. 1 January	100,244	39,352	45,421	142,740	327,757	339,295
<b>Total funds c/fwd. 31 Dec</b>	<b>98,513</b>	<b>45,529</b>	<b>49,067</b>	<b>163,795</b>	<b>356,904</b>	<b>327,757</b>

**Notes**

See Note (4) for Summary of Fund Movements.

See Note (13) for comparatives for 2018.



**BALANCE SHEET**

As at 31 December 2019

	Note	2019 £	2018 £
<b>FIXED ASSETS</b>			
Equipment	5	-	-
Investment assets	6	170,210	153,542
		<u>170,210</u>	<u>153,542</u>
<b>CURRENT ASSETS</b>			
Debtors and prepayments	7	5,078	11,132
Cash at bank and in hand	8	189,161	170,221
		<u>194,239</u>	<u>181,353</u>
<b>CURRENT LIABILITIES</b>			
Creditors - amounts falling due within one year	9	7,545	7,138
		<u>7,545</u>	<u>7,138</u>
<b>TOTAL NET ASSETS</b>	10	<u>356,904</u>	<u>327,757</u>
<b>REPRESENTED BY:</b>			
<b>Unrestricted</b>			
General Fund		98,513	100,244
<b>Designated</b>			
Holiday Club Fund		180	480
Scarecrow Festival Fund		14,350	14,456
Special Projects Fund		30,998	24,416
		<u>45,529</u>	<u>39,352</u>
<b>Restricted</b>			
Davies Grave Maintenance		1,000	-
Youth Activities Fund		3,726	4,226
Bells Fund		4,613	4,135
Charities Fund		-	-
North Aisle and West Door Fund		8,946	8,131
Organ Fund		10,660	8,977
Patshull Churchyard Maintenance Fund		12,467	12,881
Pattingham Church Maintenance Fund		7,656	7,071
		<u>49,067</u>	<u>45,420</u>
<b>Endowment</b>			
Butler Fund		163,795	142,740
<b>Funds of the church</b>		<u>356,904</u>	<u>327,757</u>

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2019

### 1. STATEMENT OF ACCOUNTING POLICIES

A summary of the principal accounting policies adopted (which have been applied consistently, except where noted), judgements and key sources of estimation uncertainty, is set out below.

#### Basis of financial statements

The PCC is a public benefit entity within the meaning of FRS 102. The financial statements have been prepared under the *Charities Act 2011* and in accordance with the *Church Accounting Regulations 2006* governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions. They have also been prepared in accordance with the *Charities SORP (FRS 102)*.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. 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 affiliation to another body, nor those that are informal gatherings of church members.

#### Cash flow 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.

#### Going concern

There are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

#### Accounting estimates and prior year errors

No changes to accounting estimates have occurred in the reporting period. No material prior year errors have been identified in the reporting period.

#### Description of Funds

Unrestricted funds are income funds that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its "free reserves" as disclosed in the trustees' annual report.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use abated in line with assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Restricted funds comprise of two elements:

- (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest
- (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. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Details of the funds held, and restrictions are shown in the notes to the accounts



Endowment funds are restricted funds that must be retained as trust capital either permanently or subject to a discretionary power to spend capital as income, and where the use of any income or other benefit derived from the capital may be restricted or unrestricted. Full details of all their restrictions are shown in the notes to the accounts.

The PCC does not usually invest separately for each fund.

### Incoming resources

Planned giving, collections and donations are recognised when received or when the PCC becomes entitled to the resource and the monetary value can be measured with sufficient reliability. 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 and the monetary value can be measured with sufficient reliability. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

### Resources expended

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. All other expenditure is generally recognised when it is incurred and is accounted for gross.

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

### Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.10 (2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

### Investments

Investments in quoted shares, traded bonds and similar investments are valued initially at cost and subsequently at market value at the year end. Investments held for re-sale are treated as current asset investments.

### Debtors

Debtors are measured on initial recognition at settlement amount. Subsequently they are measured at cash expected to be received.



**2. INCOME AND ENDOWMENTS**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total funds 2019 £	Total funds 2018 £
<b>(a) Donations and legacies</b>						
Tax efficient planned giving	29,918	-	-	-	29,918	27,627
Other planned giving	730	-	-	-	730	730
Collections at services <sup>1</sup>	10,703	-	7,871	-	18,574	15,745
All other voluntary income	2,654	-	815	-	3,469	3,276
Gift Aid tax recovered	9,642	-	-	-	9,642	9,183
Legacies	-	10,000	1,000	-	11,000	1,000
Grants <sup>2</sup>	16,290	-	-	-	16,290	36,623
	<b>69,937</b>	<b>10,000</b>	<b>9,686</b>	<b>-</b>	<b>89,623</b>	<b>94,184</b>
<b>(b) Charitable Activities</b>						
Fees (retained by PCC) <sup>3</sup>	11,819	-	-	-	11,819	10,186
Church Fête <sup>4</sup>	4,581	-	-	-	4,581	4,727
Bells Run <sup>5</sup>	11,145	-	-	-	11,145	7,750
Xmas Tree Festival <sup>9</sup>	-	-	-	-	-	6,303
Scarecrow Festival <sup>6</sup>	-	-	-	-	-	-
Century Club <sup>7</sup>	5,335	-	-	-	5,335	5,235
Other	-	-	2,625	-	2,625	2,641
	<b>32,880</b>	<b>-</b>	<b>2,625</b>	<b>-</b>	<b>35,505</b>	<b>36,842</b>
<b>(c) Other trading activities</b>						
Sales of Parish News and advertising	4,147	-	-	-	4,147	5,273
Other trading	-	-	-	-	-	-
	<b>4,147</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,147</b>	<b>5,273</b>
<b>(d) Investments</b>						
Dividends	-	-	-	24,220	24,220	23,892
Interest	668	-	680	1,287	2,635	1,668
	<b>668</b>	<b>-</b>	<b>680</b>	<b>25,507</b>	<b>26,855</b>	<b>25,560</b>
<b>(e) Other Income</b>						
Miscellaneous <sup>8</sup>	2,307	-	-	-	2,307	2,860
<b>Total incoming resources</b>	<b>109,939</b>	<b>10,000</b>	<b>12,991</b>	<b>25,507</b>	<b>158,437</b>	<b>164,719</b>



## Notes for Income and Endowments

- <sup>1</sup> "Collections at Services" includes £7,843 (2018: £6,758) for restricted funds collected at special services (e.g. funerals) for specific charities and is not part of the PCC's income. An equal amount is paid out to the charities as noted in Section 3, **Expenditure**, below.
- <sup>2</sup> "Grants" include support from the Pattingham Church Estate Trust and VAT recovered from Listed Places of Worship.
- <sup>3</sup> "Fees" are received by the PCC for conducting weddings and funerals (unrestricted funds). The amount for restricted funds is donations/monies set aside for maintenance of the church organ and bells.
- <sup>4</sup> The Church Fête is run annually on the first Saturday in July.
- <sup>5</sup> The Bells Run is a cross-country race, run annually in October. The first was in 1990 and 2019 marked the last time the race is to be run. For this final race the PCC decided that all proceeds should be donated to charity.
- <sup>6</sup> The Scarecrow Festival has been organised 4 times in 2011, 2013, 2015 and 2017. It is planned to hold another festival in 2020.
- <sup>7</sup> The Century Club has a maximum of 100 members who pay £5 per month to be included in a monthly draw. Three prizes are paid monthly - £150, £100 and £50.
- <sup>8</sup> Other income includes donations from the monthly "Who's for Lunch" gathering. A donation towards the upkeep of the churchyard was also received following closure of the Pattingham Angling Society. Note that expenses for this are included in Section 3, **Expenditure**, below.

- <sup>9</sup> No Christmas Tree Festival was held in 2019

	2019	2018	2017	2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999	1998	1997	1996	1995	1994	1993	1992	1991	1990
Total resources expended	111,670	8,823	9,345	4,452	118,845	101,128	3,717	9,345	4,452	118,845	101,128	3,717	9,345	4,452	118,845	101,128	3,717	9,345	4,452	118,845	101,128	3,717	9,345	4,452	118,845	101,128	3,717	9,345	4,452	118,845
Church building work	2,713	-	-	-	2,713	2,713	-	-	-	2,713	2,713	-	-	-	2,713	2,713	-	-	-	2,713	2,713	-	-	-	2,713	2,713	-	-	-	2,713
Parish New/other trading	3,581	-	-	-	3,581	3,581	-	-	-	3,581	3,581	-	-	-	3,581	3,581	-	-	-	3,581	3,581	-	-	-	3,581	3,581	-	-	-	3,581
Utilities - gas and electricity	3,376	-	-	-	3,376	3,376	-	-	-	3,376	3,376	-	-	-	3,376	3,376	-	-	-	3,376	3,376	-	-	-	3,376	3,376	-	-	-	3,376
Vicarage decoration	500	-	-	-	500	500	-	-	-	500	500	-	-	-	500	500	-	-	-	500	500	-	-	-	500	500	-	-	-	500
Church running expenses	52,352	3,717	9,345	4,452	39,769	52,352	3,717	9,345	4,452	39,769	52,352	3,717	9,345	4,452	39,769	52,352	3,717	9,345	4,452	39,769	52,352	3,717	9,345	4,452	39,769	52,352	3,717	9,345	4,452	39,769
Provision of services	13,082	-	-	-	13,082	13,082	-	-	-	13,082	13,082	-	-	-	13,082	13,082	-	-	-	13,082	13,082	-	-	-	13,082	13,082	-	-	-	13,082
Diocesan Parish Share	44,352	-	-	-	44,352	44,352	-	-	-	44,352	44,352	-	-	-	44,352	44,352	-	-	-	44,352	44,352	-	-	-	44,352	44,352	-	-	-	44,352
Mission giving & donations	11,267	-	-	-	11,267	11,267	-	-	-	11,267	11,267	-	-	-	11,267	11,267	-	-	-	11,267	11,267	-	-	-	11,267	11,267	-	-	-	11,267

Notes for Expenditure

1 See relevant notes for Annual Fête, Bells Run, Scarecrow Festival and Century Club under section 3, Income and Endowments, above.

2 "Other" covers costs of stewardship.

3 "Provision of Services" includes costs for verges, choir, visiting clergy, service materials and the benefit of a full-time organist.

4 "Church running expenses" includes costs for administration, insurance, cleaning, minor repairs and churchyard maintenance. It also includes £7,843 (2018: £6,758) in restricted funds. This is paid out from special services (e.g. funerals) where the collection were for specific charities and is not part of the PCC's expenditure.

5 Church building work includes £2,520 for choir desks and other minor works.

6 Increased from £4,258 in 2018 owing to a special donation of £2,520 for the Mission Borehole project and half the proceeds from the Bells Run being donated to St. Chad's school.

**3. EXPENDITURE**

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2019 £	Total 2018 £
<b>(a) Raising funds</b>						
Costs of Church Fête <sup>1</sup>	443	-	-	-	443	391
Costs of Bells Run <sup>1</sup>	5,533	-	-	-	5,533	5,925
Costs of Xmas Tree Festival <sup>1</sup>	-	-	-	-	-	3,370
Costs of Scarecrow Festival <sup>1</sup>	-	106	-	-	106	800
Costs of Century Club <sup>1</sup>	3,600	-	-	-	3,600	3,600
Other <sup>2</sup>	135	-	-	-	135	222
	<b>9,711</b>	<b>106</b>	<b>-</b>	<b>-</b>	<b>9,817</b>	<b>14,308</b>
<b>(b) Charitable activities</b>						
Mission giving & donations <sup>6</sup>	11,267	-	-	-	11,267	4,568
Diocesan Parish Share	44,352	-	-	-	44,352	43,536
Provision of services <sup>3</sup>	13,085	-	-	-	13,085	10,379
Church running expenses <sup>4</sup>	22,255	3,717	9,345	4,452	39,769	28,871
Vicarage decoration	500	-	-	-	500	500
Utilities - gas and electricity	3,376	-	-	-	3,376	3,385
Parish News/other trading	3,581	-	-	-	3,581	3,579
Church building work <sup>5</sup>	2,712	-	-	-	2,712	66,088
	<b>101,128</b>	<b>3,717</b>	<b>9,345</b>	<b>4,452</b>	<b>118,642</b>	<b>160,906</b>
<b>(c) Other</b>						
Examiner's Fee	564	-	-	-	564	540
Other	267	-	-	-	267	503
	<b>831</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>831</b>	<b>1,043</b>
<b>Total resources expended</b>	<b>111,670</b>	<b>3,823</b>	<b>9,345</b>	<b>4,452</b>	<b>129,290</b>	<b>176,257</b>

**Notes for Expenditure**

<sup>1</sup> See relevant notes for Annual Fête, Bells Run, Scarecrow Festival and Century Club under section 2, **Income and Endowments**, above.

<sup>2</sup> "Other" covers costs of stewardship.

<sup>3</sup> "Provision of Services" includes costs for verger, choir, visiting clergy, service materials and the benefit of a full-time organist

<sup>4</sup> "Church running expenses" includes costs for administration, insurance, cleaning, minor repairs and churchyard maintenance. It also includes £7,843 (2018: £6,758) in restricted funds. This is paid out from special services (e.g. funerals) where the collections were for specific charities and is not part of the PCC's expenditure.

<sup>5</sup> Church building work includes £2,520 for choir desktops and other minor works.

<sup>6</sup> Increased from £4,568 in 2018 owing to a special donation of 2,250 for the Nigerian borehole project and half the proceeds from the Bells Run being donated to St. Chad's school.



## 4. SUMMARY OF FUND MOVEMENTS

For the year ending 31 December 2019

Fund name	Brought forward £	Income £	Expenditure £	Transfers £	Gains/losses £	Carried forward £
<b>Unrestricted</b>						
General	100,244	109,939	111,670	-	-	98,513
Holiday Club	480	-	300	-	-	180
Scarecrow Festival	14,456	-	105	-	-	14,351
Special Projects	24,416	10,000	3,417	-	-	30,999
<b>Restricted <sup>1</sup></b>						
Bells Fund	4,135	478	-	-	-	4,613
Charities Fund	-	7,843	7,843	-	-	-
North Aisle & West Door	8,131	815	-	-	-	8,946
Organ Fund	8,977	2,175	492	-	-	10,660
Patshull Churchyard Maintenance	12,881	95	510	-	-	12,466
Pattingham Church Maintenance	7,071	584	-	-	-	7,655
Youth Activities Fund	4,226	-	500	-	-	3,726
Davies Grave Maintenance	-	1,000	-	-	-	1,000
<b>Endowment</b>						
Butler Fund	142,740	25,507	4,452	-	-	163,795
<b>Grand Totals</b>	<b>327,757</b>	<b>158,437</b>	<b>129,290</b>	<b>-</b>	<b>-</b>	<b>356,904</b>

## Notes

<sup>1</sup> Restricted Funds contain donations or grants received for a specific object. The funds may only be expended on the specific objects for which they were given. Purpose of each restricted fund:

Bells Fund	Maintenance of the bells. Mainly donations from weddings or visiting bell ringers.
Charities Fund	Used to hold collections at special services (e.g. funerals) for specific charities, prior to being paid to the relevant charities. It does not form part of the PCC's income and expenditure.
North Aisle and West Door Fund	Modernisation of the church and development of the North Aisle and West Door.
Organ Fund	Maintenance of the organ. Mainly from donations from weddings and funerals.
Patshull Churchyard	Donations and grants made specifically for maintaining the churchyard at Patshull.
Pattingham Church	Donations and grants made specifically for maintaining Pattingham church.
Butler Fund	Income from the Butler Trust 1988 which may only be spent on the maintenance of the fabric of St Chad's Church, Pattingham.
Youth Activities	This is a fund set up in 2018 with funds from the defunct Pattingham Youth Club (PSYCO - Pattingham Social Youth Club Option) specifically for youth activities in the village
Davies Grave Maintenance	This is a new fund set up in 2019 following a legacy specifically for the upkeep of the grave of Peter Davies

**5. FIXED ASSETS FOR THE USE OF THE PCC**

	Cost	Depreciation	Net Book Value
	£	£	£
Tangible Assets	6,000	6,000	-

**6. INVESTMENTS**

	2019	2018
	£	£
Butler Trust Endowment Account	170,210	153,542
	<b>170,210</b>	<b>153,542</b>

The Butler Trust Endowment Account is an expendable endowment. The capital valuation of this fund at 31 December 2019 is £567,062 (2018 - £500,846). Only the income generated on this fund is available for the designated purpose.

**7. DEBTORS AND PREPAYMENTS**

	2019	2018
	£	£
Prepayments	1,524	1,595
Tax refunds due	2,008	1,785
Other debtors	1,546	7,752
	<b>5,078</b>	<b>11,132</b>

**8. CASH AT BANK AND IN HAND**

	2019	2018
	£	£
<b>Unrestricted accounts</b>		
Current account <sup>1</sup>	(1,528)	1,370
Cash in hand	239	142
CCLA No 1 (General)	92,986	87,318
CCLA No 2 (Designated)	48,946	37,827
	<b>140,643</b>	<b>126,657</b>
<b>Restricted accounts</b>		
CCLA No 2 (Restricted)	36,051	30,682
CCLA No 3 (Patshull Churchyard maintenance)	12,467	12,881
	<b>48,518</b>	<b>43,563</b>
<b>Totals</b>	<b>189,161</b>	<b>170,220</b>

<sup>1</sup> Note that the bank balance is not overdrawn at the year end. As the report is prepared on an Accruals basis, this indicates that there are outstanding fund transfers at the time of the report.



**9. LIABILITIES**

	2019 £	2018 £
Creditors - amounts falling due within one year		
Accruals of Utilities	484	524
Organ / Piano maintenance	492	665
Mission giving	-	500
Church repairs	-	2,355
Bells Run	-	1,317
Other Creditors, including Agency Payments	6,569	1,787
	<b>7,545</b>	<b>7,138</b>

**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

Fund balances as at 31 December are represented by:

	Unrestricted	Restricted	Endowment	Total 2019 £	Total 2018 £
Fixed Assets - investments	-	-	170,210	170,210	153,542
Current Assets <sup>1</sup>	147,552	51,421	(4,733)	194,240	181,353
Current liabilities <sup>2</sup>	(3,046)	(2,817)	(1,682)	(7,545)	(7,138)
<b>Total</b>	<b>144,506</b>	<b>48,604</b>	<b>163,794</b>	<b>356,904</b>	<b>327,757</b>

**Notes**<sup>1</sup> Cash at Bank and in hand plus Debtors and Prepayments (see notes 7 and 8).<sup>2</sup> Liabilities (see note 9).**11. FUNDS RECEIVED AS AN AGENT**

The PCC receives and distributes funds received as an agent for weddings and funerals in respect of

- statutory fees due to Lichfield Diocesan Board of Finance, and
- fees due to the organists, bell ringers, choir and visiting clergy.

These funds received by the PCC as an agent are not recognised as an asset in its accounts. Consequently, the receipt of funds as an agent is not recognised as income nor is its distribution recognised as expenditure.

**12. DISCLOSURE OF TRUSTEE AND STAFF REMUNERATION, RELATED PARTY AND OTHER TRANSACTIONS**

- None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.
- No trustee expenses have been incurred.
- Payments have been made to a Trustee and family members of the Trustees in relation to verger services.
- The charity has no paid employees.

**13. STATEMENT OF FINANCIAL ACTIVITIES - COMPARATIVES**

For the year ending 31 December 2018 (i.e. previous year)

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total Funds 2018 £
<b>Income and endowments from:</b>					
Donations and legacies	81,549	1,020	11,615	-	94,184
Charitable activities	27,898	-	8,944	-	36,842
Other trading activities	5,273	-	-	-	5,273
Investments	377	-	431	24,752	25,560
Other	2,860	-	-	-	2,860
<b>Total</b>	<b>117,957</b>	<b>1,020</b>	<b>20,990</b>	<b>24,752</b>	<b>164,719</b>
<b>Expenditure on:</b>					
Raising funds	10,138	800	3,370	-	14,308
Charitable activities	100,489	10,043	7,013	43,361	160,906
Other	1,043	-	-	-	1,043
<b>Total</b>	<b>111,670</b>	<b>10,843</b>	<b>10,383</b>	<b>43,361</b>	<b>176,257</b>
Net income/(expenditure)	6,287	(9,823)	10,607	(18,609)	(11,358)
Transfers between funds	-	-	-	-	-
<b>Net movement in funds</b>	<b>6,287</b>	<b>(9,823)</b>	<b>10,607</b>	<b>(18,609)</b>	<b>(11,358)</b>
<b>Reconciliation of funds:</b>					
Total funds b/fwd. 1 January	93,957	49,174	34,814	161,350	339,295
<b>Total funds c/fwd. 31 December</b>	<b>100,244</b>	<b>39,351</b>	<b>45,421</b>	<b>142,741</b>	<b>327,757</b>

**12. DISCLOSURE OF TRUSTEE AND STAFF REMUNERATION, RELATED PARTY AND OTHER TRANSACTIONS**

- None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity.
- No trustee expenses have been incurred.
- Payments have been made to a trustee and family members of the trustee in relation to verges services.
- The charity has no paid employees.