



**Annual Report
and
Financial Statements
of the
Parochial Church Council**

for the year ended 31 December 2019



Vicar:

The Rev'd Steve Burmester
The Vicarage
36 Sagars Road
Handforth

Banks:

The Royal Bank of Scotland
Wilmslow Branch

CAF Bank
West Malling, Kent

Independent examiner:

Abigail Sheehan

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL

Annual Report for the Year ended 31 December 2019

Aim and purposes

The Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Steve Burmester, 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 church buildings and equipment and for employing staff.

Objectives and activities

The PCC is committed to enabling as many people as possible to worship and to become part of our parish community at St Chad's.

Our vision is **Knowing Christ and making Him known.**

The values that help us to work towards the vision of being **Authentic, Bible-based and Spirit filled, Community-focused, Disciple-making, of and for Every Generation.**

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, 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, we also consider it important that we maintain the fabric of the church and halls at St Chad's.

Achievements and Performance

The PCC has set out its aims in the objectives above. Achievements in these areas can be broken down into the three areas mentioned:

1. Worship & Prayer.

We have maintained our new pattern of worship services throughout 2019. This includes two main Sunday morning services. A traditional Book of Common Prayer service at 9am followed by a more modern Common Worship service at 10.30, which includes children's ministry. We also have an established evening service which has been going for 5 years now and attracts a faithful congregation of 20-30 people. In addition to this we have a midweek weekly service on a Wednesday morning at 10.30. This has offered a greater variety to people available during the week and has grown in number and is greatly appreciated by those who attend. Average weekly congregation varies between 15-40. This year, as a means of trying to draw the congregations together to mingle, and see themselves as one church we've run one single 'Celebration Communion' service on the 1st Sunday of each month at 10am. This has combined the worship styles from each service and usually involved a visiting speaker or a very focused theme. On the whole, these have proved positive and popular with most attendees.

We have a daily prayer meeting during weekdays, some in the morning and one in the evening.

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2. Provision of pastoral care for people living in the parish

The PCC and church have continued to work closely with two local charities. Pure Innovations who are based in Stockport are a charity that works with adults with learning difficulties in the workplace. Through their partnership with us in Café Aroma we've established a very successful community café which is used extensively by local people from the community. During the year we refurbished the lounge/ café , and entrance area.

At the end of 2018 the charity 'Hampers of Hope', with whom we worked closely to help local residents, closed its work. In response to this St Chad's together with 2 other local churches, Vinelife Wilmslow and St John's Knutsford established a new charity with the charities commission called 'Hope Central'. This year has seen the successful launch of this charity which has similar aims to Hampers of Hope, reaching out to those in need in our local community, offering food hampers, job club (help with applying for jobs etc), debt counseling, money management, breaking addictions and in more general ways.

3. Missionary & Outreach Work

Much of the outreach work in the community has continued to be through families and school's work. In 2019 we continued our work in the schools by the vicar's appointment to become Chair of the Handforth Grange governing body in Sept 2018. This year saw the school join the Frank Field Education Trust and become the lead primary academy in its trust. We also brought another team of students from Capernwray Bible School into the parish to help with schools work and other forms of outreach.

Over 1000 people from our community attended our "Carols in the Paddock" open-air service on Christmas Eve, and a similar number attend the Remembrance day service which initiates in our church building but ends the ceremony at the War Memorial.

We also continue a strong support for international Missionary work. The vicar and two other members of our congregation maintained our link with Nepal by visiting to offer support to people working in churches and to abused girls.

A full list of the organisations we support financially is shown in note 3 to the financial statements.

The PCC is continually grateful for all the hard work of many church members throughout the year in a variety of ways – youth and children's teams, cafe, resource teams, homegroup leaders and pastoral care, sides persons, musicians and technical support, cleaners and church office administration. Many have quietly and faithfully served in the life and witness of God's church here in ways, which are not mentioned. But it is important to mention our wardens, Rob Moore and David Gilbert who have served willingly throughout the year. So, thank you to everyone who has served at St Chad's this year.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL

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Financial Review

For the year as a whole, there was an overall financial deficit , with expenditure exceeding income by £36,657 (2018: surplus of 12,638).

The lounge, entrance hall and office refurbishment was completed during the year at a total cost of £28,500 against which specific donations of £1,875 were received. The work on the refurbishment of the property at Pickmere Road was also commenced and £12,000 was spent prior to the year-end out of a total budget of £63,000

Reserves at the end of the year amounted to £232,820

Reserves Policy

It is the PCC policy to maintain a balance on the unrestricted funds, to ensure that there are sufficient funds to maintain the current level of non-discretionary expenditure for at least 2 months and to provide for future maintenance and development to the church and properties. It is the policy of the PCC to invest funds with the CBF Church of England Deposit Fund.

Structure, governance and management

The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a Registered Charity.

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

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 spent.

The full PCC met six times during the year. Four other meetings to consider forward and vision planning were held. These meetings were to develop a Growth Action Plan (GAP). In 2019 the PCC chose 3 specific aims to focus on growth. These were:

1. Build on youth & children's work by employing a youth and families worker
2. Make the soon-to-be-renovated Church Lounge/Café a hub for our community with outreach through Hope Central and Christians against Poverty and really work to develop that side of our ministry
3. To work on unity as a church family. To help each member of St Chads to see us as One Church

Given its wide responsibilities the PCC has a number of sub-committees each dealing with a particular aspect of parish life. These committees, Mission, Pastoral, Worship, Resources and Children and Young People, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL

Annual Report for the Year ended 31 December 2019

Administrative information

St Chad's Church is situated in Handforth Cheshire. It is part of the Diocese of Chester within the Church of England. The correspondence address is Wilmslow Road, Handforth, Wilmslow, Cheshire SK9 3ES.

The PCC is a charity registered with the Charity Commission (no 1149381).

PCC members at the end of the period

Chairman	Rev'd Steve Burmester		
Church Wardens	David Gilbert	Rob Moore	
Deanery Synod Representatives	Pat Grange	Pam Whitney	
Members	Dianne Armstrong	John Barnes	Chris Birch
	Val Gilbert	Carole Harding	Margi Lawrence
	Jim Lethbridge	Rachel McDowell	Dalene Moore
	Ian Pettigrew	David Smith	

Val Gilbert was appointed to PCC, at the APCM on 7 April 2019.

Approved by the PCC on 10 March 2020 and signed on their behalf by

Rev'd Steve Burmester
Chairman

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
For the year ending 31 December 2019

	Note	Unrestr'd Funds £	Restricted Funds £	2019 Total Funds £	2018 Total Funds £
Income					
Voluntary income	2a	105,828	6,487	112,315	114,892
Income from church activities	2b	23,431	100	23,531	82,987
Activities for generating funds	2c	-	584	584	601
Income from investments	2d	6,703	43	6,746	8,386
Total Income		135,962	7,214	143,176	206,866
Expenditure					
Church activities	3	172,251	7,582	179,833	194,228
Fund raising costs		-	-	-	-
Total Expenditure		172,251	7,582	179,833	194,228
Net movement in funds		(36,289)	(368)	(36,657)	12,638
Balance brought forward 1 January 2019		266,925	2,552	269,477	
Balance carried forward 31 December 2019		230,636	2,184	232,820	

The notes on pages 7 to 13 form part of these financial statements.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
BALANCE SHEET
At 31 December 2019

	Note	2019 £	2018 £
Fixed assets			
Tangible fixed assets	5	64,107	64,893
Current Assets			
Debtors	6	3,258	3,160
Investments		79,378	118,484
Cash at bank and in hand		87,834	90,322
		<u>170,470</u>	<u>211,966</u>
Creditors falling due within one year	7	(1,757)	(7,382)
Net current assets		<u>168,713</u>	<u>204,584</u>
Net assets		<u>232,820</u>	<u>269,477</u>
Funds of the charity			
Unrestricted	9	230,213	266,502
Restricted	9	2,184	2,552
Endowment	9	423	423
		<u>232,820</u>	<u>269,477</u>

Approved by the Parochial Church Council on 10 March 2020 and signed on its behalf by:-

Rev'd Steve Burmester (Chairman)

Mr Chris Birch (Hon Treasurer)

The notes on pages 7 to 13 form part of these financial statements.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006, together with the Charities SORP (FRS 102) and the Charities Act 2011.

The PCC meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value except for freehold land and buildings, which are shown at their valuation in 1998. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

Going concern

After reviewing the forecasts and projections of the PCC trustees have a reasonable expectation that there are adequate funds to continue in operation for the foreseeable future and have therefore adopted the going concern basis in preparing the financial statements.

Funds

Restricted funds represent income from donations 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.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

Incoming recognition

Planned giving, collections and donations are recognised when received. Income tax recoverable on gift aid donations is recognised when the income to which it relates is recognised. Grants and legacies are accounted for when the PCC is notified of its legal entitlement to the amount due. Rental income from the letting of the church rooms is recognised when the rent is due. Dividends and interest are accounted for when receivable. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

Tax reclaims on donations and gifts

Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Expenditure recognition

Grants and donations are accounted for when paid over or awarded, if that creates a binding obligation on the PCC. The diocesan parish share is accounted for when due. All other expenditure is generally recognised when it is incurred and is accounted for gross.

Volunteers

The church benefits greatly from the involvement and support of its volunteers, details are given in the annual report. In accordance with SORP (FRS 102), the economic contribution of general volunteers is not recognised in the financial statements.

Fixed Assets

Consecrated and beneficed property is excluded from the accounts by s.10 of the Charities Act 2011. The PCC consider that the church halls, built on church property and integrated into the church buildings, have no separate commercial value.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
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For the year ended 31 December 2019

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). No value is therefore attributed to this property.

All expenditure incurred on consecrated or benefice property, church halls or moveable church furnishings, whether maintenance or improvement is written off in the Statement of Financial Activities.

Other equipment used within the church premises is depreciated on a straight- line basis over 2 to 5 years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Current asset investments

This is cash on deposit with a maturity date of less than one year.

2 INCOME	Unrestr'd Funds £	Restricted Funds £	Total Funds 2019 £	2018 £
2a Voluntary income				
Planned Giving – gift aid	64,252	-	64,252	68,604
Planned Giving - other	12,457	-	12,457	9,766
Tax recoverable	18,239	375	18,614	19,559
Collections	5,880	200	6,080	7,861
Sundry donations	5,000	5,912	10,912	9,102
Legacies	-	-	-	-
	105,828	6,487	112,315	114,892
2b Church activities				
Magazines and Books	653	-	653	503
Church Room Lettings	7,044	-	7,044	6,232
Fees	3,660	-	3,660	4,101
Café Aroma and other Catering	11,695	-	11,695	14,477
Insurance claim re drainage	-	-	-	57,063
Other activities	379	100	479	611
	23,431	100	23,531	82,987
2c Activities for generating funds				
Musical, quiz and art events	-	584	584	601
2d Income from investments				
Rent	5,850	-	5,850	7,800
Dividends and interest	853	43	896	586
	6,703	43	6,746	8,386
Total Income	135,962	7,214	143,176	206,866

In **2018** £5,042 of voluntary income, and £634 of other income was for restricted funds.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019

3 EXPENDITURE

Charitable activities	Unreste'd Funds £	Restricted Funds £	Total Funds	
			2018 £	2018 £
<i>The expenditure relates to one activity promoting, the whole mission of the Church, pastoral, evangelistic, social and ecumenical.</i>				
Grants				
Missionary & charitable giving				
Overseas mission	8,694	3,050	11,744	7,542
Home missions & church societies	9,120	519	9,639	10,056
Relief and development	3,108	926	4,034	5,066
	<u>20,922</u>	<u>4,495</u>	<u>25,417</u>	<u>22,664</u>
Church activity				
Ministry				
Diocesan Parish Share	65,975	-	65,975	64,366
Clergy & Lay expenses	1,131	-	1,131	790
Clergy house expenses	3,741	-	3,741	3,688
Other ministry expenses	4,178	-	4,178	5,698
Church running expenses	14,534	1,212	15,746	14,797
Church maintenance	2,027	-	2,027	1,524
Youth and children's work	462	-	462	286
Magazines, leaflets and books	893	-	893	3,367
Café Aroma running costs	7,370	-	7,370	7,786
Church hall maintenance	1,155	-	1,155	532
Church and hall improvements				
- Drains rectifications	-	-	-	36,466
- Kitchen refurbishment	-	-	-	24,237
- Lounge refurbishment	26,698	1,875	28,573	-
Other property improvements				
- Refurbishment of Curates house	12,000	-	12,000	-
Depreciation	786	-	786	786
	<u>140,950</u>	<u>3,087</u>	<u>144,037</u>	<u>164,321</u>
Church administration				
Administrator	6,878	-	6,878	4,778
Printing, stationery, telephone etc	3,501	-	3,501	2,465
	<u>10,379</u>	<u>-</u>	<u>10,379</u>	<u>7,243</u>
Total expenditure	<u>172,251</u>	<u>7,582</u>	<u>179,833</u>	<u>194,228</u>

In **2018** £3,092 of grants and £3,522 of the church activity expenditure was made from restricted funds.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019

Grants analysis		2019	2018
		£	£
Institutions	Website		
WEC	www.wec-uk.org	4,400	4,410
Christians in Schools	www.cist.org.uk	4,020	4,020
Barnabas Fund	www.barnabas.org	-	1,090
Crosslinks	www.crosslinks.org	500	1,000
Open Doors	www.opendoorsuk.org	1,000	-
OM UK	www.uk.om.org	-	1,000
Tearfund	www.tearfund.org	2,034	1,964
Hope for Justice / RETRAK	www.hopeforjustice.org	2,000	2,160
Christians against poverty	www.capuk.org	-	500
Leprosy Mission	www.leprosymission.org.uk	275	90
True Freedom Trust	www.truefreedomtrust.org.uk	500	500
Hampers of Hope		-	1,150
Hope Central	www.hopecentral.org.uk	2,000	
Jacobs Well Trust / God Squad	uk.gscmc.com	2,000	2,000
Others		1,494	874
		<hr/>	<hr/>
		20,223	20,758
Individuals		5,194	1,906
		<hr/>	<hr/>
		25,417	22,664
		<hr/>	<hr/>
		2019	2018
		£	£
4 STAFF COSTS			
Salaries, Social Security and pension costs		9,104	6,598
		<hr/>	<hr/>

Staff costs comprise of salary of the Church administrator, Pat Grange £6,878 (**2018**: £4,778) and Cleaner/ Verger Pam Whitney £2,226 (**2018**: 1,820).

Both were members of PCC and their appointed was in accordance with the provisions of Clause 3A Parochial Church Councils (Powers) Measures 1956. .

5 FIXED ASSETS

Church Buildings and Vicarage

The Church Buildings and the Vicarage are consecrated / benefice properties and are excluded from these financial statements by s.10 of the Charities Act 2011.

The Diocese insures the Vicarage, but the Church Building, halls and their contents are insured by the PCC for the sum of £3,530,000.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019

	Freehold land and buildings £	Equipment £	Total £
Tangible fixed assets			
Cost or valuation			
At 1 Jan 2019	60,000	42,631	102,631
Additions	-	-	-
Disposals	-	-	-
At 31 Dec 2019	60,000	42,631	102,631
Depreciation			
At 1 Jan 2019	-	37,738	37,738
Disposals	-	-	-
Charge for the year	-	786	786
At 31 Dec 2018	-	38,524	38,524
Net book value			
At 31 Dec 2019	60,000	4,107	64,107

The freehold land and buildings consists of a house at Pickmere Road, Handforth , valued by the PCC in 1998 at £60,000.

It is considered that the estimated residual value of the land and buildings is not lower than the above value and hence depreciation would be immaterial.

Expenditure on church buildings

In February the church lounge, entrance hall and office was refurbished, including repainting and new flooring. The total cost was £28,573.

In December work commenced on the complete modernisation of the house at Pickmere Road. The total budget is £62,780 of which £12,000 has been incurred in these accounts.

6 DEBTORS

	2019 £	2018 £
Tax recoverable	1,354	1,435
Prepayments	1,904	1,725
	3,258	3,160

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019

7 CREDITORS FALLING DUE WITHIN ONE YEAR	2019	2018
	£	£
Creditors for goods & services	1,757	7,118
Other creditors	-	264
	<u>1,757</u>	<u>7,382</u>

8 FUNDS

Analysis of movement in the funds

Current year	At 1/1/19	Income	Expenditure	At 31/12/19
	£	£	£	£
Unrestricted	266,502	135,962	172,251	230,213
Restricted	2,552	7,214	7,582	2,184
Endowment	423	-	-	423
Total	<u>269,477</u>	<u>143,176</u>	<u>179,833</u>	<u>232,820</u>

Prior year	At 1/1/18	Income	Expenditure	At 31/12/18
	£	£	£	£
Unrestricted	252,926	201,190	187,614	266,502
Restricted	3,490	5,676	6,614	2,552
Endowment	423	-	-	423
Total	<u>256,839</u>	<u>208,866</u>	<u>194,228</u>	<u>269,477</u>

The Restricted Funds at the year - end represent unspent donations for:

	2019	2018
	£	£
Flowers	62	176
Organ maintenance	53	351
Interest on legacies - maintaining of the church grounds.	2,069	2,025
	<u>2,184</u>	<u>2,552</u>

Endowment Funds are the Ashcroft Legacy of £200 and the Leyland Legacy of £223.

The PCC has designated £4,212 (2018 £4,488) of general funds for the development of the café. The PCC has also designated £133,219 the net proceeds of the sale of the property at Blackden Walk in 2017 to be used for maintenance and improvement of the Church and Church hall buildings, and the property at Pickmere Road. £13,000 was utilised on the refurbishment of the kitchen, £18,000 on the refurbishment of the lounge and £12,000 so far on the refurbishment of Pickmere Road leaving £90,219 to carry forward.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019

9 ANALYSIS OF NET ASSETS BY FUND

Current year	Unrestr'd Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	64,107	-		64,107
Current Assets	167,863	2,184	423	170,470
Creditors falling due < 1 year	(1,757)	-	-	(1,757)
Fund Balance	<u>230,213</u>	<u>2,184</u>	<u>423</u>	<u>232,820</u>
	Unrestr'd Funds £	Restricted Funds £	Endowment Funds £	Total £
Prior year				
Fixed Assets	64,893	-		64,893
Current Assets	208,991	2,552	423	211,966
Creditors falling due < 1 year	(7,382)	-	-	(7,382)
Fund Balance	<u>266,502</u>	<u>2,552</u>	<u>423</u>	<u>269,477</u>

10 RELATED PARTY TRANSACTIONS

There were no fees, remuneration or other expenses paid to Trustees.

Donations were received from some trustees or persons connected with the trustees, but none had any restrictions attached to them.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
INDEPENDENT EXAMINER'S REPORT
For the year ended 31 December 2019

I report to the Parochial Church Council (PCC) on my examination of the financial statements for the year ended 31 December 2019, set out on pages 5 to 13.

Responsibilities and basis of report

As PCC trustees, you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the PCC financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the PCC as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Abigail Sheehan BA Hons CPFA

43 Hampson Crescent
Handforth
Wilmslow

10 March 2020