

# **St Mary the Virgin, Haughton Green**

*Deanery of Ashton-under-Lyne*

Annual Report,  
Independent Examiner's Report  
& Financial Statements  
Of the Parochial Church Council

For the year ended 31 December 2019

Incumbent:  
Rev Mark Glew



# St Mary's Haughton Green

## Annual Report for 2019

### Background

St Mary's PCC has the responsibility of co-operating with the Rector, Rev Mark Glew, and the churchwardens, Keith Horsfield and Simon Hirst, in promoting in the parish the whole mission of the church - pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church Building, Church Centre and Churchyard.

### Membership

Members of the PCC are either ex officio, co-opted or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as PCC members:

**Priest in Charge** Rev Mark Glew

**Wardens** Keith Horsfield  
Simon Hirst

### **Representatives on Deanery Synod (until indicated)**

Eric Bynon (also Diocesan Synod)  
Jessica Holland (11/2020)  
Keith Horsfield (11/2020)  
Alyson Buckley (11/2020)

### **Elected Members (all elected until as indicated)**

Elizabeth Bowden (11/2020)  
Helen Holland (resigned)  
Neil Flint (11/2020)  
John Hulme (11/2020)  
George Cope (4/2021) *Lic'd Reader*  
Lance Duffy (4/2021)  
Gordon Fenton (deceased)  
Gordon Bunting (4/2021)  
Dan Pomfret (4/2021)  
Shaun Wainwright (4/2021)  
Julie Cope (4/2022)  
Alwyn Horsfield (4/2022)  
Peter Marsh (4/2022)

### **Co-opted Members (for the year)**

Karen Doughton  
Brian Jeffries

### Committees

The PCC operates through several committees which meet between full meetings of the council.

As we develop a strategy to deliver our vision '*to know Jesus and make him known*', we are seeking to establish groups that help us make disciples of Jesus through 'Mission, Membership, Maturity, Ministry and Magnifying Jesus'. Please see the groups' reports for annual reviews.

### **Standing Committee**

This is the only committee required by law. It has power to transact the business of the PCC between its meetings subject to any directions given by the Council.

### **Finance Committee**

Oversees the general financial affairs of St Mary's; prepares and monitors an annual budget and assists the treasurer in his work.

### **Mission Beyond Committee**

Encourages active and well-informed support of our own and link mission partners, and an understanding of what God is doing in all of His world.

### **Evangelism Committee**

i) Encourages realistic and effective evangelism within the parish, real conversion to Jesus Christ and growth in Him.  
ii) Encourages effective engagement with the wider community of Haughton Green.

### **Premises Committee**

Cares for and enhances the buildings and grounds of St Mary's Church, to be used for the mission of the church.

### **Worship Committee**

Encourages and enables worship 'in spirit and in truth' which will truly glorify God, drawing us all closer to Him and to each other.

### **Strategy Committee**

Seeks to develop clear, strategic plans that will encourage and equip the church family, '*to know Jesus and make him known*' by becoming a Christ-centred, biblical, grace-filled, welcoming, outward facing and Kingdom-centred church.

### **Financial Position**

Donated income of £129,682 received in 2019, a significant increase on 2018 due to a generous legacy. Tax recovered on Gift Aid: £14,116. Parish Share (£41,526) paid in full.

### **Church Attendance**

After a full revision in 2019 there were 126 names on the Church Electoral Roll, with 40 living outside the parish. The average regular Sunday attendance, counted in October, was 108 adults plus 23 under-16 years old.

*To God be the Glory!*

## St Mary's Houghton Green

### PCC Review of 2019

We are grateful to God that the PCC was able to meet in full session seven times during the year. Committees met between council meetings and reported back to PCC on their activities.

The PCC exists to co-operate with the rector in sharing leadership of our parish, so that we may all play our part in:

- *knowing Jesus and making Him known* in Houghton Green,
- stewarding our buildings and churchyard for the furtherance of God's kingdom,
- contributing to the wider life of the Church of England and
- conducting ourselves in ways which fulfil best practice in safeguarding, finance and employment.

#### *Knowing Jesus...*

As a PCC, meetings begin by reading a section of the Bible so that God's word shapes our discussions and decisions. We have been reading discussing and praying through 2 Timothy, in which the apostle Paul encourages Timothy (a church pastor) in the why, what and how of gospel ministry.

#### *Staffing for Growth*

In 2019, Sheila Duffy retired from her role as our church administrator. We are very grateful to God for the way Sheila has served our church family diligently for many years. Helen Holland resigned as one of our caring and hardworking community workers to manage the Hope House charity project in Uganda. Steph Hirst, our other caring and hardworking community worker reduced her hours to take on a part time role in teaching. We are grateful to God for the way Helen and Steph have served our church family and the local community over a number of years.

This meant that much of our discussion in PCC concerned how best to use the resources God has given us to staff the church in such a way that we grow in faith and in the number of people we reach. We have employed Sally Flint as our church administrator, working on our website and social media presence to reach those who are not yet Christians as well as helping coordinate us effectively to serve

together as a church family. Joanne Hartigan was appointed as our Little Lambs Leader, to continue the work of caring for pre-school children and parents, while gently introducing them to Jesus. We agreed to seek to employ a full-time Youth and Children's Worker, subject to raising sufficient funds to do so. This remains an ongoing project.

We are thankful to Steph Hirst and the church family for continuing to run our Foodbank, especially so effectively at Christmas.

#### *Making Jesus Known...*

Whilst we had a number of events to invite our non-Christians friends to, and where the gospel was proclaimed (such as a men's quiz night and week long holiday club for primary school children), the key PCC discussion in this area involved how we best support Helen Holland in her mission to serve the children of Uganda with Hope House. Although our intentions were good, we did not always do that effectively and lessons were learnt. We were greatly encouraged by all God has used Helen to achieve once she arrived in Uganda.

#### *Stewarding our Buildings & Churchyard*

The PCC are very grateful to the work of the Buildings Committee for their patience and determination in finding the most effective proposal for updating our church lighting (now completed).

#### *Contributing to the Wider Life of the Church of England*

The PCC are committed to helping the mission of the Church of England, which we did primarily by contributing at Deanery Synod.

#### *Fulfilling Best Practice*

We are particularly grateful for the help of Catherine Wainwright and Alison Horsfield for their diligence in helping us keep to the Safeguarding regulations.

We are reviewing our financial controls further to discussions regarding small purchases and internet banking.

On behalf of your PCC, Rev Mark Glew

## **Independent Examiner's Report to the PCC of ST MARY'S HAUGHTON GREEN**

I report on the financial statements of the PCC for the year ended 31<sup>st</sup> December 2019, which are set out on page 1, Statement of Financial Activities; pages 1 to 2, Analysis of Income and Expenditure; and pages 1 to 5, End of Year Financial Statements all attached. This report is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the 1993 Act').

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

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under the Regulations and under section 43 (2) of the 1993 Act and that an independent examination is needed. It is my responsibility to issue this report on those financial statements 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 under section 43(7)(b) of the 1993 Act and to be found in the Church guidance, 2006 edition. 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 financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required of 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 1993 Act; and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the 1993 Act and 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.



DAVID HINDS  
16 Freshwater Drive, Haughton Green, Denton, Manchester M34 7QT  
25th May 2020

## Statement of Financial Activities

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>					
Donations and legacies	143,798	9,142	—	152,940	—
Income from charitable activities	6,309	190	—	6,499	—
Other trading activities	1,020	—	—	1,020	—
Investments	316	—	—	316	—
Other income	390	—	—	390	—
<b>Total income and endowments from:</b>	<b>151,834</b>	<b>9,332</b>	<b>—</b>	<b>161,166</b>	<b>—</b>
<b>Expenditure on:</b>					
Raising funds	118	—	—	118	—
Expenditure on charitable activities	109,837	16,964	—	126,801	—
<b>Total expenditure on:</b>	<b>109,955</b>	<b>16,964</b>	<b>—</b>	<b>126,919</b>	<b>—</b>
<b>Net income / (expenditure)</b>	<b>41,879</b>	<b>(7,631)</b>	<b>—</b>	<b>34,247</b>	<b>—</b>
<b>Transfers</b>					
Gross transfers between funds - in	—	13,792	—	13,792	—
Gross transfers between funds - out	(13,792)	—	—	(13,792)	—
<b>Net income / (expenditure)</b>	<b>28,086</b>	<b>6,161</b>	<b>—</b>	<b>34,247</b>	<b>—</b>
<b>Other recognised gains / losses</b>					
Gains / losses on investment assets	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—
<b>Net movement in funds</b>	<b>28,086</b>	<b>6,161</b>	<b>—</b>	<b>34,247</b>	<b>—</b>
<b>Total funds brought forward</b>	<b>80,958</b>	<b>—</b>	<b>—</b>	<b>80,958</b>	<b>80,958</b>
<b>Total funds carried forward</b>	<b>109,045</b>	<b>6,161</b>	<b>—</b>	<b>115,206</b>	<b>80,958</b>
<b>Represented by</b>					
<b>Unrestricted</b>					
General fund	109,045	—	—	109,045	80,958
<b>Restricted</b>					
FoodBank	—	6,161	—	6,161	—
Little Lambs	—	—	—	—	—

## Balance sheet

Class and code	Description	This year	Last year
<b>Current assets</b>			
6501	Bank current account	71,059	7,221
6510	CCLA (CBF) deposit account	42,464	41,814
6511	CBF CoE Investment Fund	—	28,301
6520	Missionary Account	2,546	3,621
	<b>Total Current assets</b>	<b>116,070</b>	<b>80,958</b>
<b>Liabilities</b>			
6699	Agency collections	864	—
	<b>Total Liabilities</b>	<b>864</b>	<b>—</b>
	<b>Net Asset surplus(deficit)</b>	<b>115,206</b>	<b>80,958</b>
<b>Reserves</b>			
	Excess / (deficit) to date	34,247	—
Z01	Starting balances	80,958	80,958
	<b>Total Reserves</b>	<b>115,206</b>	<b>80,958</b>
	<b>Represented by funds</b>		
	Unrestricted	109,045	80,958
	Designated	—	—
	Restricted	6,161	—
	Endowment	—	—
	<b>Total</b>	<b>115,206</b>	<b>80,958</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Current assets - Cash at bank and in hand</b>						
Bank current account -	64,034	—	7,025	—	71,059	7,221
CCLA (CBF) deposit account -	42,464	—	—	—	42,464	41,814
Missionary Account -	2,546	—	—	—	2,546	3,621
<b>Totals</b>	<b>109,045</b>	<b>—</b>	<b>7,025</b>	<b>—</b>	<b>116,070</b>	<b>52,657</b>
<b>Current assets - Investments</b>						
CBF CoE Investment Fund -	—	—	—	—	—	28,301
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>28,301</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	864	—	864	—
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>864</b>	<b>—</b>	<b>864</b>	<b>—</b>
<b>Grand total</b>	<b>109,045</b>	<b>—</b>	<b>8,161</b>	<b>—</b>	<b>118,208</b>	<b>80,958</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>FoodB - FoodBank</b>						
Restricted	—	8,257	2,098	—	—	6,161
<b>Sub-total for FoodB</b>	<b>—</b>	<b>8,257</b>	<b>2,098</b>	<b>—</b>	<b>—</b>	<b>6,161</b>
<b>Lambs - Little Lambs</b>						
Restricted	—	1,075	14,867	13,792	—	—
<b>Sub-total for Lambs</b>	<b>—</b>	<b>1,075</b>	<b>14,867</b>	<b>13,792</b>	<b>—</b>	<b>—</b>
<b>General - General fund</b>						
Unrestricted	80,958	151,834	109,955	(13,792)	—	109,045
<b>Sub-total for General</b>	<b>80,958</b>	<b>151,834</b>	<b>109,955</b>	<b>(13,792)</b>	<b>—</b>	<b>109,045</b>
<b>Grand total</b>	<b>80,958</b>	<b>161,166</b>	<b>126,919</b>	<b>—</b>	<b>—</b>	<b>115,206</b>

## Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
0110 - Gift Aid - Envelopes	45,083	—	820	—	45,883	—
0201 - Other planned giving	9,484	—	207	—	9,691	—
0301 - Loose plate collections	7,369	—	16	—	7,385	—
0401 - Regular gift days	—	—	—	—	—	—
0410 - Giving through church boxes	—	—	—	—	—	—
0501 - One-off Gift Aid gifts	30	—	—	—	30	—
0510 - Gifts of quoted securities	—	—	—	—	—	—
0550 - Donations appeals etc	1,699	—	—	—	1,699	—
0601 - Tax recoverable on Gift Aid	14,116	—	—	—	14,116	—
0701 - Legacies	65,601	—	—	—	65,601	—
0801 - Recurring grants	—	—	—	—	—	—
08A1 - Non-recurring one-off grants	37	—	1,400	—	1,437	—
0901 - Other funds generated	397	—	198	—	595	—
1330 - Food Bank	—	—	6,500	—	6,500	—
Total	143,798	—	9,142	—	152,940	—
<b>Income from charitable activities</b>						
1101 - Fees for weddings and funerals	2,533	—	—	—	2,533	—
1210 - Bookstall sales to promote objectives	2	—	—	—	2	—
1230 - Church hall lettings - objectives	—	—	—	—	—	—
1340 - Little Lambs	3,773	—	190	—	3,963	—
Total	6,309	—	190	—	6,499	—
<b>Other trading activities</b>						
0910 - Rummage sales etc	—	—	—	—	—	—
1220 - Bookstall sales - fund raising	—	—	—	—	—	—
1240 - Church hall lettings - fund raising	1,020	—	—	—	1,020	—
1250 - Magazine income - advertising	—	—	—	—	—	—
1260 - Parish magazine sales	—	—	—	—	—	—
Total	1,020	—	—	—	1,020	—
<b>Investments</b>						
1001 - Dividends	—	—	—	—	—	—
1020 - Bank and building society interest	316	—	—	—	316	—
1030 - Rent from lands or buildings	—	—	—	—	—	—
Total	316	—	—	—	316	—
<b>Other income</b>						
1310 - Insurance claims	—	—	—	—	—	—
1320 - Surplus - sales of fixed assets	—	—	—	—	—	—
1350 - VAT Return	390	—	—	—	390	—
Total	390	—	—	—	390	—
<b>INCOME TOTAL</b>	<b>151,834</b>	<b>—</b>	<b>9,332</b>	<b>—</b>	<b>161,166</b>	<b>—</b>



## EXPENDITURE

### Raising funds

1701 - Fees paid to fund raisers	—	—	—	—	—	—
1710 - Costs of applying for grants	—	—	—	—	—	—
1720 - Costs of stewardship campaign	—	—	—	—	—	—
1730 - Costs of fetes & other events	118	—	—	—	118	—
1740 - Investment management costs	—	—	—	—	—	—
<b>Total</b>	<b>118</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>118</b>	<b>—</b>

### Expenditure on charitable activities

1801 - Giving to missionary societies	32,659	—	—	—	32,659	—
1830 - Giving - relief and development agencies	—	—	—	—	—	—
1850 - Home mission	18	—	—	—	18	—
1870 - Secular charities	—	—	—	—	—	—
1901 - Stipends quota	—	—	—	—	—	—
1910 - Ministry parish share etc	41,526	—	—	—	41,526	—
2001 - Assistant staff costs	1,991	—	—	—	1,991	—
2050 - Salary of parish administrator	6,368	—	—	—	6,368	—
2101 - Working expenses of incumbent	2,942	—	—	—	2,942	—
2120 - Council tax	2,506	—	—	—	2,506	—
2130 - Parsonage house expenses	—	—	—	—	—	—
2140 - Water rates - vicarage	950	—	—	—	950	—
2145 - Parsonage - water	—	—	—	—	—	—
2150 - Vicar's telephone	—	—	—	—	—	—
2170 - Education	—	—	—	—	—	—
2201 - Parish training and mission	57	—	—	—	57	—
2301 - Church running - insurance	1,870	—	—	—	1,870	—
2310 - Church office - telephone	693	—	—	—	693	—
2320 - Organ / piano tuning	—	—	—	—	—	—
2330 - Church maintenance	837	—	—	—	837	—
2331 - Cleaning	4,215	—	—	—	4,215	—
2340 - Upkeep of services	1,207	—	—	—	1,207	—
2350 - Upkeep of churchyard	25	—	—	—	25	—
2360 - Administration	2,340	—	—	—	2,340	—
2370 - Visiting speakers / locums	—	—	—	—	—	—
2401 - Church running - electric	3,655	—	—	—	3,655	—
2410 - Church running - gas	1,248	—	—	—	1,248	—
2420 - Church running - water	443	—	—	—	443	—
2430 - Church running - oil	—	—	—	—	—	—
2440 - Church running - heating and lighting	288	—	—	—	288	—
2501 - Magazine expenses	13	—	—	—	13	—
2510 - Bookstall costs	—	—	—	—	—	—
2520 - Hall running - oil	—	—	—	—	—	—
2530 - Hall running - electricity	—	—	—	—	—	—
2540 - Hall running - gas	—	—	—	—	—	—
2550 - Hall running - insurance	—	—	—	—	—	—
2560 - Hall running - maintenance	—	—	—	—	—	—
2570 - Hall running - telephone	—	—	—	—	—	—
2580 - Hall running - water	—	—	—	—	—	—
2590 - Hall running - heating and lighting	—	—	—	—	—	—
2601 - Governance costs	—	—	—	—	—	—
examination/audit fee	—	—	—	—	—	—
2701 - Church major repairs - structure	—	—	—	—	—	—
2710 - Church major repairs - installation	1,117	—	—	—	1,117	—
2720 - Church interior and exterior decorating	—	—	—	—	—	—

2801 - Hall + major repairs - structure	—	—	—	—	—	—
2820 - Hall + major repairs - installation	—	—	—	—	—	—
2830 - Hall + interior and exterior decorating	—	—	—	—	—	—
2840 - Other PCC property upkeep	463	—	—	—	463	—
2901 - New building parsonage house	—	—	—	—	—	—
2910 - New building house for curate	—	—	—	—	—	—
2920 - New building Church	—	—	—	—	—	—
2930 - New building Hall	—	—	—	—	—	—
2940 - Nest Staff Pensions	499	—	—	—	499	—
2950 - Food Bank	—	—	2,096	—	2,096	—
2960 - Little Lambs	468	—	14,867	—	15,335	—
2970 - Catering supplies	210	—	—	—	210	—
2980 - Youth Services inclding Messy Church	1,217	—	—	—	1,217	—
Total	109,837	—	16,964	—	126,801	—
<b>EXPENDITURE TOTAL</b>	<b>109,955</b>	<b>—</b>	<b>16,964</b>	<b>—</b>	<b>126,919</b>	<b>—</b>
<b>GRAND TOTAL</b>	<b>41,879</b>	<b>—</b>	<b>(7,631)</b>	<b>—</b>	<b>34,247</b>	<b>—</b>

#### Notes to the Accounts:

- **Comparatives for the previous year:** most are not available due to a change from an accruals-based accounting method in 2018 to a receipts-based method in 2019. Future statements will be accounted for on a receipts-basis and comparatives included.
- **Expenditure on charitable activities: Giving to Missionary Societies (item 1801).** The amount given in the year is significantly higher than in previous years as we gave a lump sum donation of £28,300 (which had been saved for by the church family over 30 years) on the retirement of a missionary, sent from our church family, whom we have supported over many years.