

# St Matthew's Church

— Growing in Christ —



## **APCM Reports 2021**

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## **Growing Deeper**

The last six months have continued to show us that heartfelt worship and deepening discipleship can happen in all kinds of ways. Around Christmas we were able to sing together for the first time since the pandemic began by gathering for outdoor carols. Being outside the walls of the building felt significant, and an important witness to our community and those driving through.

Since then we have largely been gathering for worship online and at home until, at Easter, we were able to re-open the building for worship once more. Holy Week included a livestream *Easter Experience* presenting the Easter story in an interactive way for all the family. This was well received and the team did an incredible job writing and presenting, as well as managing the tech behind the camera. Another “first” was a sunrise communion on the car park - such a joy to see the dawn in together as we celebrated Jesus’ resurrection around the fire.

More recently, we’ve emerged with a mixture of worship opportunities, both in person and online. Family Worship has continued to enable families to worship from home. We’ve also been recording the 10.30am service to put online on a Sunday afternoon - this doesn’t seem to have worked very well, so we’re reviewing our options for online worship. In person, we currently have a weekly 9am service which includes communion and a 10.30am service which begins outside to include singing.

We don’t yet know when indoor singing or refreshments might be possible, but very much look forward to both. Once we can do music indoors we hope to bring back more of a music group to lead our sung worship. We also want to build on the variety of voices we heard in our pre-recorded online worship by growing our team of service leaders and preachers.

Life Groups have continued to play a central role in discipleship, as well as a key place for building relationship and support networks. In recent months groups have largely followed their own pattern according to the needs of their members - this has included working through the *Spiritual MOT* resource and engaging with *The Prayer Course 2*.

Morning prayer still happens each week on Thursdays, and our ambition to prayer walk the whole of the parish is ongoing.

*Revd Matt Hird*

## **Growing Together**

We have worked hard to stay connected through this difficult time through our online worship, zoom catch ups, in person worship, online youth group, Zoom JAM, life groups, phone calls, doorstep visits and walks around the park. We have delivered small gifts and worship resources to those unable to connect online. Our blessings team have produced gifts and encouragements for many of the church family including those in particular need and those who have just needed a little encouragement when life has hit them especially hard. We have hosted an online quiz, online cooking demonstration, and groups chatting about specific interests like gardening. We have created a whole range of WhatsApp groups where people involved in various areas of church life can stay in touch. Some of us have been able to spend some time together working on the church grounds and it has been so exciting to see teams coming back together to make things like the toddler group happen. Serving together is such an important part of being a family and building relationships and we are excited to see the recent response to opportunities to get involved in whole range of church activities. As well as working alongside one another, a key part of growing together is being intentional in developing our relationships with one another. The

restrictions on meeting in groups has enabled some brilliant opportunities to meet up and chat one to one. Moving forward we hope that this will continue and develop with more of us choosing to spend time getting to know one another on a deeper level.

*Jess Hird, Chioma Okafor, Deb Blakemore*

## **Growing Younger**

### **JAM & Youth (Helen Foster, Ann Macmanomy, Rachel Payne)**

#### *What's been happening?*

- Our leaders have loved hosting family worship online on a Sunday morning for an accessible space for families to explore the Bible, have fun, and worship Jesus together. We've had good feedback from families both part of St Matthew's Church and beyond so will be looking to continue these as we move forward.
- Our KS1 & KS2 Zoom groups started in Autumn meeting every Saturday for some silly fun together and digging into the Bible. These have been well loved through lockdown but as we are starting to unlock we have taken the decision to draw them to a close as less of our children are now free on a Saturday and to support our leaders in reopening our face to face groups.
- Youth has continued to meet fortnightly online for a chance to pray and connect together through games and chat on Zoom. They are now looking at meeting together in the building again.
- We said goodbye to Jessie Alexander, one of our brilliant youth and JAM leaders, as she moved to start her new job in Derby. We are grateful for everything she has given to our young people in her time at St Matthew's.
- We welcomed Dipa, Jay and Gail to the JAM team! Yay!
- JAM is back in person. All our leaders were really excited to be back meeting in a socially distanced format. We had our first session back in the hall on May 2nd. We will now be running a weekly JAM group for up to 15 primary aged children (and changing as the guidance changes).

#### *Where are we going?*

- JAM will continue to 'unlock' as the restrictions ease. Please pray for our children who are nervous about returning. Please also pray for our leaders, who are excited to welcome the children back, but also recovering in their own way from the last year.
- Youth will be returning the building - keep an eye out from Rachel Payne via the Youth and Youth Parents WhatsApp for updates!

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

Due to Covid restrictions the Baby and Toddler group remained closed during the Autumn and Spring Term terms. We are grateful to Jess and Helen for starting up a Pre- crawlers group which provided a small group of new mums and their babies with the opportunity to meet and socialise and support one another in these difficult times. Unfortunately, the second lockdown resulted in the closure of this group. Happily, the week after Easter we were able to restart the Baby and Toddler group for one session a week on Monday mornings. We are grateful to our dedicated team who stepped up to clean and prepare the hall, kitchen space and to sort and wash toys in readiness. A special thanks to Zara, Tasha and Jane for their enthusiastic cleaning skills and to Maureen for taking care of the registration process.

The session currently has fifteen adults and their children meeting together with appropriate social distancing. Parents are required to pre-book online and are encouraged to do so on a fortnightly basis, to give thirty parents/ carers the opportunity to attend.

We are pleased to welcome Gail Coley onto the team as well as the offer of support from two of our previous mums who were keen to return as helpers.

We are looking excitedly and optimistically to the future and planning how we can extend our sessions, also how we can use our expanding team to help support other areas of our planned opportunities to serve the community.

It has been real blessing to restart this important ministry and we have been encouraged by the lovely comments and responses on our Facebook page from parents who have attended so far.

## **Growing Beyond**

One of the most exciting ways we have reached beyond our walls this last few months has been as we have met outside to worship. It has felt like a significant and powerful witness to our neighbourhood and one which we hope to continue moving forward. Our Christingle and carol services continued the tradition of engaging with our community despite having to look very different and understandably for smaller numbers.

We have collected a huge amount of charity donations from the congregation which have been donated to the Re-Gen shop, part of the Enterprise Homes Group, which supports homeless people in the city.

A team has worked hard to tidy the church grounds. Clearing litter, cleaning and tending to the borders. We wanted to show our neighbours that we are here and active. As this has been happening it has become clear that there is huge potential to develop the spaces we have around the building and this will be something we will be looking into over the next few months.

Before the third lockdown we were able to run a peer support group for new parents and their babies. We were only able to run a few sessions but they were a blessing to those who came. We have now re-opened our toddler group seeking to further support parents, carers and grandparents. In the coming months we hope to see new and established activities open back up as we seek to serve our community.

As an MLT we have been discussing how we can make the things we do to serve the community more cohesive. How we can be 'a church backing one mission to bless our community with our space, time, love and resources'. We would love to see the church building open and busy every day with a whole range of activities enabling our community to really be blessed by us and our space.

*Jess Hird & Deb Blakemore*

## **Vicar's Report**

Since our last APCM we've seen another 6 months of changing circumstances due to coronavirus restrictions. We have also seen another 6 months of God's faithfulness and provision, with much to celebrate and give thanks for. I want to thank each and every one of you for being part of the St Matthew's family, and for the many ways you lead and serve as part of the team. There are too many contributions to name individually, but I do particularly want to express my thanks to Jack who, with lots of help from Rebi, Doug and Helen, has looked after our online services and put in many many hours editing and scheduling footage throughout the periods of lockdown enabling us to continue worshipping together.

One of the most significant developments for St Matthew's has been the adoption of our new values. These came out of lots of prayer and conversation as we discerned together the particular values God is calling us to lean into. As people of the kingdom these are the values that guide how we do things:

Family, Welcome, Expectancy, Honour, Authenticity, Team

Recent months have seen a few team changes. Towards the end of last year we said goodbye to our Children & Youth Assistant, Bea Reid, as she moved back to Essex to be nearer to family. In the early part of this year Jack stepped down from MLT and we welcomed Deb and Jess to that team.

Highlights of ministry from the last 6 months include:

- Another online Alpha course
- Gathering for conversations on racial justice, parenting and more
- Being invited in to East Park Court again for services - I now go in twice a month to hold a separate service for each floor, and am beginning to master the art of playing guitar while wearing my apron and latex gloves! I also had the privilege of sitting with residents coming to the end of their life and singing to them.
- Funeral ministry continues to be a wonderful privilege and opportunity to share the hope we have in Jesus with families in their grief
- Helping the local schools commemorate the anniversary of the first lockdown
- Walking round the park with Pastor Gilroy from Mount Shiloh church
- Seeing such incredible teams mobilise to tend the church grounds, relaunch the Baby & Toddler Group and re-open JAM groups, with others now planning for other midweek ministries like the Pop In too.
- An increased focus on the community around us.

Looking ahead, it seems clear that there will be much that is familiar to us just as there will be new developments. The new normal is likely to be an ongoing state of adapting to our circumstances, and we should see this as a good thing. It will make us more responsive to the needs of those around us and more ready to take the opportunities God presents us.

There is still so much we don't know about what things will look like, but there are some exciting conversations before us in the coming months:

- How will we grow in blessing our community with our love, time, space and resources?
- How do we take a more coordinated approach to our midweek ministries, seeing them all as aspects of the same mission to bless our community and see others come to know Jesus?
- How can we make the most of our grounds by developing our outdoor space?
- How will we improve our hall facilities? This may include a makeover of the storerooms, but could easily encompass other aspects too.

*Revd Matt Hird*

## **Treasurer's Report**

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 2020 are:

Our full year income amounted to £63,090

Our expenditure in the year was £57,815.

We therefore had an excess of receipts over payments of £5,274. It should however be noted that we have yet to pay our tithe for 2020, which will be in the region of £5000, meaning we about break even at the end of the year. Year end funds available amounted to £27,603.

2020 was a particularly challenging year with the outbreak of the coronavirus pandemic and the consequent national lockdowns. Income dropped considerably and particularly from hall rental, fees for funerals and weddings, and giving via loose plate and envelopes. However, we saw an increase in other forms of giving such as standing orders, JustGiving and one-off donations. Whilst some of the expenditure fell during the year, there was still an unplanned shortfall.

Accordingly The PCC took the difficult decision to end the Ministry Assistant post. The Diocese offered to waive the Parish Share for 1½ months which has been most welcome, and will be taken against the Share for 2021.

In 2021 several members have responded by beginning to tithe and increasing the amount of their tithe and things look a little brighter than we anticipated at the start of the year, however we still face considerable financial difficulties if we are not to operate from a place of scarcity.

*Brian Palmer*

## **Churchwardens' (Fabric) Report**

It's only been half a year since the last APCM, and for the most of this time the building has remained closed due to government guidance. We are aware of a number of areas in which the church building needs attention, and have plans to make improvements over the next 12 months. However, over both Christmas and Easter we were able to meet in the car park to sing together, which was a great joy for those involved.

But reopening the church building took a considerable amount of effort and time, and there were many volunteers that stepped up to ensure we could open safely. Headed up by Jess Hird, we opened because of the hard work of Jay, Denis, Chet, Doug, Dawn, Ann, Jane, Helen, Roger, Zara, Tasha, Brandon, Lacey, as well as others. Without these people springing to action, we likely would not have been able to open, so we are grateful for their generosity, and their continued pro-activity.

Another area that we have seen brilliant voluntary work take place has been with regards to our finances. Brian has diligently wrestled the church finances into order, enabling the PCC to have an accurate picture of the finances throughout the 18 months. This has not been an easy task,

and we are grateful for Brian's patience and abilities. Lynne has also once again enabled the church to claim gift aid, a crucially important role that she has done excellently.

Lynne and Roger have consistently shown up to in person services to count the offering, and they have been indispensable in making that system run smoothly. Roger himself is an honorary-warden, this year and the last too! Keeping tabs on the heating, bins and helping run services behind the scenes. There are many unsung heroes at St Matthew's, but Roger stands out as a consistent, friendly, and faithful team member.

All of these people have made being wardens in the past year much easier than it would have otherwise been. We are so grateful for those named here, but know that we cannot name everyone that has been part St Matthew's during this year.

*Jack Hedger & Lee Blakemore*

### **Safeguarding Report**

Rebecca Hedger continued to be the Parish Safeguarding Officer. Safeguarding continued to be a priority in the life of St Matthew's - during the season of the pandemic safeguarding measures have been adapted for our work with children and young people to ensure it continues to be done safely. 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*

### **Deanery Synod Report**

The Deanery Synod is made up of representatives from each parish within a local deanery, St Matthew's 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. The newly elected Deanery Synod members Jack & Rebi Hedger have only had one meeting to attend since being elected. The main work happening in the Deanery at the moment is the 'Shaping for Mission' which is being undertaken by a smaller steering group - we hope to hear an update about this work at the next meeting.

*Jack & Rebi Hedger*



# **Annual Report and Financial Statements of the Parochial Church Council of Wolverhampton St Matthew**

**For the year ended 31<sup>st</sup> December 2020**

*Charity registration number: 1183263*

**St Matthew's Church**  
— Growing in Christ —



## **The Parochial Church Council of Wolverhampton St Matthew Trustees' Annual Report for the year ended 31<sup>st</sup> December 2020**

*Charity registration number: 1183263*

### **Objectives and Activities**

The Parochial Church Council of Wolverhampton St Matthew (the PCC) has the responsibility of co-operating with the incumbent, the Reverend Matt Hird, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also spiritually responsible for the maintenance of the church.

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 Matthew. 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, scripture, music, and sacrament. Also, through non sacramental activities of hospitality and fellowship we aim to reach non churched members of the community.

### **Public Benefit**

The trustees of the PCC are aware of the Charity Commission's guidance on public benefit in The Advancement of Religion for the Public Benefit and have had regard to it in their administration of the Charity. The trustees believe that, by promoting the work of the Church of England in the Ecclesiastical Parish of Wolverhampton St Matthew 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.

### **Reserves Policy**

St Matthews reserve policy was last reviewed at the PCC meeting held on 20<sup>th</sup> 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 pf the PCC's contribution to employing a Ministry Assistant. This amount is held in a separate designated fund. Other free reserves at 31 December 2020 were £6,493.

### **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).

## **Reporting Serious Incidents**

A Serious Incident is an adverse event, whether actual or alleged, which results in or risks significant harm to the charity's beneficiaries, employees, office holders, volunteers or to others who come into contact with the charity through its work, loss of the charity's money or assets, damage to the charity's property or harm to the charity's work or reputation.

The trustees are not aware of any Serious Incidents in the last year.

## **Fundraising**

The PCC takes its fundraising responsibilities seriously and is very grateful to all donors – whether regular or occasional – for their support of the church and church events. PCC supporters are never taken for granted. The PCC take full responsibility for fundraising and do not use commercial organisations or professional fundraisers. All money raised is either by donations, fundraising events, special appeals or legacies for which the PCC are most grateful.

## **The Coronavirus Pandemic**

2020 was a particularly challenging year with the outbreak of the coronavirus pandemic and the consequent national lockdowns, restrictions on routine services, weddings and funerals as well as fundraising and other community events planned during the year. The PCC have tried to remain positive throughout to support the community as well as the fabric of our wonderful church building and hall. Income has dropped considerably and particularly from hall rental, fees for funerals and wedding, and giving via loose plate and envelope. However, we have seen an increase in other forms of giving such as standing orders, JustGiving and one-off donations. Whilst some of the expenditure fell during the year, there is still an unplanned shortfall. The PCC took the difficult decision to end the Ministry Assistant post to reduce the expected shortfall. The Diocese offered to waive the Parish Share for 1½ months which has been most welcome, and will be taken against the Share for 2021.

The clergy have worked extremely hard producing weekly worship sheets and online services/reflections that have reached a broader audience than the routine congregation. It is hoped that this regular virtual contact has provided support to those most vulnerable.

## **Risk Management**

The Church Wardens carry out regular Health and Safety Reviews and regularly inspect premises for potential hazards. We have safeguarding policies in place for child protection and for work with vulnerable adults, including rigorous DBS checking of staff and volunteers. Our insurances are reviewed annually to ensure adequate cover. An informal review of any new risks which may impact the work of the Church in the Parish is ongoing.

## **Structure, Governance and Management**

The PCC is a Body Corporate established by the Church of England and is a Charity registered with the Charity Commission. The PCC is governed by the Parochial Church Council Powers Measure (1956) as amended that came into effect on 2<sup>nd</sup> January 1957, and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended).

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. The PCC members receive training from courses run by the Diocese. Members of the congregation are always urged to join the Electoral Roll, and to stand for election to the PCC.

The PCC members are responsible for making decisions on all matters of general concern and importance in the parish, and for all financial matters. The PCC usually meet 7 times a year. Given its responsibilities, the PCC delegates the implementation of our vision statement to the Ministry Leadership Team, who share responsibility for day-to-day leadership with the Incumbent and report back to each PCC meeting. In response to the challenges of the pandemic, PCC established a new Finance Action Team to monitor our financial health and implement measures to improve it.

## **Reference and Administrative details**

The Church is situated in East Park Way, Wolverhampton, WV1 2DN and is part of the Deanery of Wolverhampton, in the Diocese of Lichfield. The correspondence address is the Vicarage, 14 Sydenham Road, Wolverhampton, West Midlands, WV1 2NY. Registered charity number 1183263. Our website address is: <https://www.stmatthewswolves.com/>

PCC members who have served from 1<sup>st</sup> January 2020 until the date this report was approved were:

### **Ex Officio Members**

<b>The Incumbent</b>	The Reverend Matt Hird (Chairman)
<b>Curate</b>	Revd Gayle Greenway (until 14/06/20)
<b>Churchwardens</b>	Lee Blakemore (also elected member from 18/10/20) Jack Hedger (also elected member from 18/10/20 and Deanery Synod Rep from 01/12/20)
<b>Deanery Synod Reps</b>	Graham Archer (until 30/11/20) Maureen Archer (until 30/11/20) Simon French (until 21/05/20) Rebecca Hedger (from 01/12/20)

### **Elected Members**

Helen Foster  
Rachel Payne  
Dawn Payne  
Charlotte Taft  
Brian Palmer (Treasurer from 28/01/20)  
Martin Beavon (until 29/01/20)  
Clare Beavon (until 29/01/20)  
Jane Norton (until 18/10/20)  
Lynda Harris (until 01/06/20)  
Ian Vawer (until 18/10/20)

### **Names and addresses of advisers**

**Bank**

Lloyds Bank  
*Queen Square, Wolverhampton, WV1 1RF*

**Independent  
Examiner**

Sue Schulz  
*Lichfield DBF, St Mary's House, The Close, Lichfield, WS13 7LD*

Approved by the PCC on *24<sup>th</sup> May*..... 2021 and signed on its behalf by:

*MHM*

.....  
Reverend Matt Hird (Chairman)

*R Reid*

.....  
Rachel Reid (Secretary)

## **Independent Examiner's report to the trustees/members of The PCC of Wolverhampton St Matthew**

Registered charity number: 1183263

I report on the accounts for the year ended 31<sup>st</sup> December 2020 which are set out on the following pages.

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

The charity's trustees are responsible for the preparation of the accounts. The charity's 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,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to 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 with the accounting records

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: .....

Sue Schulz

*For and on behalf of Lichfield Diocesan Board of Finance*

*St Mary's House, The Close, Lichfield, WS13 7LD*

Date: .....

# **The Parochial Church Council of Wolverhampton St Matthew**

## **Financial Statements for the Year Ended 31<sup>st</sup> December 2020**

### **Accounting Policies**

The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis.

There may be minor discrepancies in the totals as the pence are not being shown.

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts by s.10(2)(a)&(C) of the Charities Act 2011.

Moveable 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.

### **Description of Funds**

**Unrestricted funds** are income funds of the PCC 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.

**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. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**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.

### **Post year End Event**

The ongoing worldwide outbreak of the COVID-19 virus still represents a significant event since the end of the financial year. However, COVID-19 is considered to be a non-adjusting post year end event and therefore has not been taken into account in preparing these Financial Statements as at 31 December 2020.

# The Parochial Church Council of Wolverhampton St Matthew

## Financial Statements for the Year Ended 31<sup>st</sup> December 2020

### Receipts and Payments Account

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Receipts</b>						
Donations and legacies	47,986	33	10,978	—	58,997	78,871
Income from charitable activities	2,081	—	—	—	2,081	2,672
Other trading activities	2,005	—	—	—	2,005	4,232
Investments	7	—	—	—	7	19
Other income	—	—	—	—	—	65
<b>Total receipts</b>	<b>52,079</b>	<b>33</b>	<b>10,978</b>	<b>—</b>	<b>63,090</b>	<b>85,859</b>
<b>Payments</b>						
Raising funds	—	—	—	—	—	1,030
Expenditure on charitable activities	40,784	—	16,387	—	57,171	125,614
Other expenditure	644	—	—	—	644	569
<b>Total payments</b>	<b>41,428</b>	<b>—</b>	<b>16,387</b>	<b>—</b>	<b>57,815</b>	<b>127,213</b>
<b>Excess of receipts over payments before transfer</b>	<b>10,651</b>	<b>33</b>	<b>(5,409)</b>	<b>—</b>	<b>5,274</b>	<b>(41,354)</b>
<b>Transfers</b>						
Gross transfers between funds - in	—	—	4,209	—	4,209	4,421
Gross transfers between funds - out	(4,209)	—	—	—	(4,209)	(4,421)
<b>Excess of receipts over payments before other gains / losses</b>	<b>6,442</b>	<b>33</b>	<b>(1,200)</b>	<b>—</b>	<b>5,274</b>	<b>(41,354)</b>
<b>Net movement in funds</b>	<b>6,139</b>	<b>33</b>	<b>(1,200)</b>	<b>—</b>	<b>4,972</b>	<b>(41,354)</b>
<b>All assets at 01 January 2020</b>	<b>355</b>	<b>20,777</b>	<b>1,500</b>	<b>—</b>	<b>22,632</b>	<b>63,986</b>
<b>All assets at 31 December 2020</b>	<b>6,493</b>	<b>20,810</b>	<b>300</b>	<b>—</b>	<b>27,603</b>	<b>22,632</b>

Represented by:



**Unrestricted**

General fund	6,493	—	—	—	6,493	355
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**Designated**

Appeals & Special Projects	—	872	—	—	872	872
Building & Maintenance	—	5,205	—	—	5,205	5,205
Pop In Group Ministry	—	100	—	—	100	100
Reserve Fund	—	14,500	—	—	14,500	14,500
Toddler Group Ministry	—	133	—	—	133	100

**Restricted**

Church Hall Chairs	—	—	—	—	—	1,500
Gayle's Leaving Present	—	—	50	—	50	—
Ministry Assistant	—	—	—	—	—	—
POW Restricted fund	—	—	250	—	250	—

# The Parochial Church Council of Wolverhampton St Matthew

## Financial Statements for the Year Ended 31<sup>st</sup> December 2020

### Statement of assets and liabilities - 2020

	General	Designated	Restricted	Endowment	This year	Last year
<b>Current assets - Cash at bank and in hand</b>						
Lloyds Current Account -	4,481	3,785	163	—	8,429	1,972
Lloyds Savings Account -	1,898	17,025	3,010	—	21,933	20,693
Cash in hand -	115	—	—	—	115	115
<b>Totals</b>	<b>6,493</b>	<b>20,810</b>	<b>3,173</b>	<b>—</b>	<b>30,476</b>	<b>22,781</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	2,873	—	2,873	149
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>2,873</b>	<b>—</b>	<b>2,873</b>	<b>149</b>
<b>Grand total</b>	<b>6,493</b>	<b>20,810</b>	<b>300</b>	<b>—</b>	<b>27,603</b>	<b>22,632</b>

### Statement of assets and liabilities - 2019

	General	Designated	Restricted	Endowment	This year	Last year
<b>Current assets - Cash at bank and in hand</b>						
Lloyds Current Account -	15	1,751	204	—	1,972	8,376
Lloyds Savings Account -	223	19,025	1,444	—	20,693	55,662
Cash in hand -	115	—	—	—	115	115
<b>Totals</b>	<b>354</b>	<b>20,777</b>	<b>1,649</b>	<b>—</b>	<b>22,781</b>	<b>64,154</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	149	—	149	169
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>149</b>	<b>—</b>	<b>149</b>	<b>169</b>
<b>Grand total</b>	<b>354</b>	<b>20,777</b>	<b>1,500</b>	<b>—</b>	<b>22,632</b>	<b>63,985</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Building - Building &amp; Maintenance</b>						
Designated	5,205	—	—	—	—	5,205
<b>Sub-total for Building</b>	<b>5,205</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>5,205</b>
<b>Gaylepres – Gayle’s Leaving Pre</b>						
Restricted	—	50	—	—	—	50
<b>Sub-total for Gaylepres</b>	<b>—</b>	<b>50</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>50</b>
<b>HallChairs - Church Hall Chairs</b>						
Restricted	1,500	—	1,500	—	—	—
<b>Sub-total for HallChairs</b>	<b>1,500</b>	<b>—</b>	<b>1,500</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>MinAssist - Ministry Assistant</b>						
Restricted	—	10,928	14,887	3,959	—	—
<b>Sub-total for MinAssist</b>	<b>—</b>	<b>10,928</b>	<b>14,887</b>	<b>3,959</b>	<b>—</b>	<b>—</b>
<b>POWRES - POW Restricted fund</b>						
Restricted	—	—	—	250	—	250
<b>Sub-total for POWRES</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>250</b>	<b>—</b>	<b>250</b>
<b>PopInGroup - Pop In Group Ministry</b>						
Designated	100	—	—	—	—	100
<b>Sub-total for PopInGroup</b>	<b>100</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>100</b>
<b>Projects - Appeals &amp; Special Projects</b>						
Designated	872	—	—	—	—	872
<b>Sub-total for Projects</b>	<b>872</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>872</b>
<b>Reserve - Reserve Fund</b>						
Designated	14,500	—	—	—	—	14,500
<b>Sub-total for Reserve</b>	<b>14,500</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>14,500</b>

**Toddlers - Toddler Group Ministry**

Designated	100	33	—	—	—	133
<b>Sub-total for Toddlers</b>	<b>100</b>	<b>33</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>133</b>

**General - General fund**

Unrestricted	355	52,079	41,428	(4,209)	—	6,493
<b>Sub-total for General</b>	<b>355</b>	<b>52,079</b>	<b>41,428</b>	<b>(4,209)</b>	<b>—</b>	<b>6,493</b>

<b>Grand total</b>	<b>22,632</b>	<b>63,090</b>	<b>57,815</b>	<b>—</b>	<b>—</b>	<b>27,603</b>
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**Analysis of receipts and payments**

<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>This year</u>	<u>Total Last year</u>
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## RECEIPTS

### Donations and legacies

Gift Aid - Bank	17,581	—	20	—	17,601	20,097
Gift Aid - Envelopes	1,961	—	—	—	1,961	4,933
Other planned giving	14,319	—	—	—	14,319	14,498
Loose plate collections	1,580	—	—	—	1,580	5,618
Tea / Coffee Ministry	23	—	—	—	23	142
Toddler Group Donations	76	33	—	—	109	355
Pop In Group Donations	123	—	—	—	123	693
Place Of Welcome Donations	—	—	—	—	—	67
One-off Gift Aid gifts	1,760	—	—	—	1,760	4,287
Donations appeals etc	990	—	10	—	1,000	1,539
Tax recoverable on Gift Aid	9,006	—	—	—	9,006	8,524
Legacies	—	—	—	—	—	1,000
Recurring grants	—	—	10,928	—	10,928	15,000
Non-recurring one-off grants	—	—	—	—	—	1,500
Other funds generated	568	—	20	—	588	618
Total	47,986	33	10,978	—	58,997	78,871

### Income from charitable activities

Fees for weddings and funerals	2,051	—	—	—	2,051	2,672
Church hall lettings - objectives	30	—	—	—	30	—
Total	2,081	—	—	—	2,081	2,672

### Other trading activities

Bookstall sales - fund raising	45	—	—	—	45	—
Church hall lettings - fund raising	1,960	—	—	—	1,960	4,215
Cardstall sales - fund raising	—	—	—	—	—	4
Miscellaneous sales - fund raising	—	—	—	—	—	13
Total	2,005	—	—	—	2,005	4,232

## Investments

Bank and building society interest	7	—	—	—	7	19
Total	7	—	—	—	7	19

## Other income

Contributions from other churches	—	—	—	—	—	65
Total	—	—	—	—	—	65

<b>RECEIPTS TOTAL</b>	<b>52,079</b>	<b>33</b>	<b>10,978</b>	<b>—</b>	<b>63,090</b>	<b>85,859</b>
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## PAYMENTS

### Raising funds

Costs of fetes & other events	—	—	—	—	—	1,030
Total	—	—	—	—	—	1,030

## Expenditure on charitable activities

Giving to missionary societies	—	—	—	—	—	9,774
Giving to relief and development agencies	—	—	—	—	—	50
Ministry parish share etc	33,284	—	—	—	33,284	32,315
Ministry Assistant - Salary	—	—	12,093	—	12,093	14,410
Ministry Assistant - Pension	—	—	735	—	735	740
Ministry Assistant - HMRC Payment	—	—	1,814	—	1,814	1,937
Ministry Assistant - Expenses	—	—	245	—	245	498
Working expenses of incumbent	144	—	—	—	144	479
Working expenses of curate	67	—	—	—	67	653
Vicarage house expenses	—	—	—	—	—	279
Vicar's telephone	24	—	—	—	24	—
Education	50	—	—	—	50	47
Parish training and mission	—	—	—	—	—	1,415
Church running - insurance	1,422	—	—	—	1,422	1,390
Church office - telephone	—	—	—	—	—	42
Church office - photocopier	398	—	—	—	398	816
Church office - postage & stationery	28	—	—	—	28	329
Church - Broadband	460	—	—	—	460	322
Church maintenance	623	—	—	—	623	1,347
Church cleaning	—	—	—	—	—	391
Church service supplies	818	—	—	—	818	1,465
Toddler group supplies	—	—	—	—	—	58
Refreshment supplies	135	—	—	—	135	505
Place Of Welcome Supplies	—	—	—	—	—	392
Church equipment	147	—	1,500	—	1,647	914
Church communications	193	—	—	—	193	221
Church running - electric	847	—	—	—	847	1,949
Church running - gas	1,580	—	—	—	1,580	2,207
Church running - water	100	—	—	—	100	64
Church running - waste collection	164	—	—	—	164	156
Governance costs examination/audit fee	300	—	—	—	300	300
Church car park - resurfacing	—	—	—	—	—	50,148
<b>Total</b>	<b>40,784</b>	<b>—</b>	<b>16,387</b>	<b>—</b>	<b>57,171</b>	<b>125,614</b>

## Other expenditure

Other outgoing resources / payments	644	—	—	—	644	569
Total	644	—	—	—	644	569
<b>PAYMENTS TOTAL</b>	41,428	—	16,387	—	57,815	127,213
<b>GRAND TOTAL</b>	10,651	33	(5,409)	—	5,274	(41,354)

## Fund Description

### Designated Funds

Building Maintenance – for the maintenance and upkeep of the church building

Pop In Group Ministry – donations to help fund outings such as a Christmas Meal

Toddler Group Ministry – to support the work of the Toddler Group

Appeals & Special Projects – monies earmarked for specific projects during the year

Reserve Fund – part of the PCC's Reserves Policy is to keep £14,500 aside as per the note in the Trustees Annual Report

### Restricted Funds

Church Hall Chairs – for the replacement of the chairs in the church hall

Gayle's Leaving Present – donations towards Gayle's leaving present.

Ministry Assistant – receives a grant towards the cost of the ministry assistant

Place of Welcome - received a one-off donation towards ongoing costs of Place of Welcome

### Analysis of Transfer between Funds

- £3,959 was transferred from the General fund to Ministry Assistant Restricted fund to cover the shortfall in the year.
- £250 was transferred from the General fund to Place of Welcome restricted fund to account for a restricted one-off gift towards the work of Place of Welcome.



## **Independent Examiner's report to the trustees/members of The PCC of Wolverhampton St Matthew**

Registered charity number: 1183263

I report on the accounts for the year ended 31<sup>st</sup> December 2020 which are set out on the following pages.

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

The charity's trustees are responsible for the preparation of the accounts. The charity's 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,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to 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 with the accounting records

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: Sy Schulz

Date: 25.5.2021

Sue Schulz

For and on behalf of Lichfield Diocesan Board of Finance  
St Mary's House, The Close, Lichfield, WS13 7LD