

St Clement's Church, Urmston

Annual Report of the Parochial Church Council for the Year Ended 31 December 2019

Administrative Information

St Clement's Church is situated at the corner of Stretford Road and Manor Avenue, Urmston. The Benefice of Christ Church, Davyhulme and St Clement's, Urmston was formed in 2014. It is part of the Deanery of Stretford and the Diocese of Manchester within the Church of England.
The correspondence address is The Treasurer, 18 Windermere Rd, Urmston, Manchester, M41 9HW
Website:- www.stclementsonline.co.uk

The Parochial Church Council (PCC) is a registered charity. The charity number is 1131185.

PCC members/trustees who have served from 1 January 2019 until the date this report was approved are:

Vicar: The Revd Karen Marshall Chair Vacancy from 28th November 2019

Assistant Priest: The Revd Christine Bailey

Wardens

Mrs Lynn Smith	Elected March 17 th 2019
Mr Derek Prince (Vice Chair)	Elected March 17 th 2019

Representatives on the Deanery Synod

Mr David Byrom	Resigned March 19 th 2019
Mrs Jennifer Groves	

Elected P.C.C. Members

Mrs Norma Mellor	P.C.C. Minutes Secretary
Mr Daniel Mellor	
Mr Christopher Jones	
Mrs Beryl Prince	
Mr Paul Wilson	
Mr Ronald Griffiths	
Mrs Barbara English	
Mr David Byrom	Resigned March 19 th 2019
Mrs Janice Jones	
Ms Clare Collinge	
Ms Diane Green	Elected March 17 th 2019
Mrs Pauline Keogh	Elected March 17 th 2019
Mrs Madeline Cadman	Elected March 17 th 2019

Mrs Lynn Smith (ex-officio)
Mr Derek Prince (ex-officio)
Mrs Jennifer Groves (ex-officio)

Authorised Lay Ministers

Mr Christopher Jones
Mr Daniel Mellor
Ms Clare Collinge

Objectives and Activities

St Clement's PCC has the responsibility of co-operating, during the interregnum, with the Archdeacon other clergy in the parish in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social, ecumenical and the Diocesan mission action plan. It also has maintenance responsibilities for the Parish Church, Branch Church, Parish Hall and the Curacy house.

Achievements and Performance

Review of the Year

St Clement's P.C.C. met 7 times (not meeting every month) with an average attendance of 75% with a full and varied programme of topics. The church's financial and community prospects were discussed and action taken, where agreed, to promote and instigate plans and proposals.

St Clement's continues to promote its place in the community and the church is host to many and varied activities such as the Healthwalk group, and as a meeting place for various groups. The church has also hosted a number of concerts and for the first time "The Urmston Choral Society", all of which were well attended by the community. School visits and Christmas concerts attendances have grown with the church near to capacity on several occasions. Community coffee mornings are now more popular than ever. Our involvement with C.T.U. (Churches together in Urmston) again means that we have continued to hold joint services and in addition to Lent breakfasts several meetings were held throughout the year. The Church continued our heritage theme to encourage community engagement with the building's heritage and together with Church open-days we continue to see the visitor numbers increasing.

The benefice, which serves 3 churches. St Clement's two churches and Christ Church has once again held joint services, meetings and courses all taking place throughout the year.

St Clement's has complied with the duty under section 5 of the safeguarding and Clergy Discipline Measure 2016 to adopt "A Safe Church Policy" and "A Vulnerable child and Adult Policy" these will be re-affirmed at the A.G.M. 2020. We also need to be aware of how quickly the media is changing people's perception of our responsibilities and we need to be extremely careful what is put on social media in the church's name.

The Branch Church, which celebrated its 80th anniversary in July, together with the Parish Hall continue to provide financial benefits as well as providing useful facilities to local community groups of varying activities. Our curacy house is now once again let and has been updated with new carpets throughout and a new central heating boiler and shower installed.

Messy Church at the Branch church was very active, and is proving to be a popular focal point for the community however it has been short of volunteers.

Financial Review

Total income for 2019 was £100,026.00 and expenditure was £102,281.00, as shown on the financial statements. We have paid the Parish Share in full and on time and earned a discount of £722.00 on the increased 2019 Parish Share contribution, which was £36835.00

Income from the Parish Hall is very good due to both long term and casual hirers.

The Year Ahead

Whilst we are in an interregnum the churches services, churchmanship and events will continue to be as before until a new vicar is appointed.

Still on the agenda are the major renovations to the final east roof and the now poor condition of the Rose Window, both of which the church will look into all possibilities of fundraising.

The church will remain on the "at risk" register until the afore mentioned work is completed.

Structure, Governance and Management

The method of appointment of PCC members is set out in the Church Representation Rules 2020. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC. From time to time members of the PCC attend training events relevant to their duties organised by the Diocese of Manchester and other bodies.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Date: March 17th 2020

Signature

Full Name

CHRISTINE ANN BAILEY

DEREK PRINCE

Position

Assistant Priest

PCC Warden/Treasurer

ST CLEMENT'S CHURCH, URMSTON

Registered Charity No. 1131185

Receipts and Payments Account for the Year Ended 31st December 2019

Receipts

	Notes	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds 2019 to the nearest £	Last year to the nearest £
Voluntary Receipts					
Regular Giving	r&p				
Planned Giving - Gift Aid	"	17,041			16,239
Income Tax Recovered	"	7,115			5,170
Other Planned Giving	"	2,753			1,595
Other Collections	"	5,680			4,790
		32,589	-	32,589	27,794
Other Voluntary Receipts					
Legacies	12	-			
Donations	3, 12	500			4,395
Vat Tax Recovered	12	2,866			
Grants	12	6,000			
		9,366	-	9,366	4,395
Activities for Generating Funds					
Christmas Fair	4	4,136.00			4,308.00
Coffee Mornings/Spring Fair	4	5,387	3,826		1,845
Other fundraising events	4,5	1,239	2,210		3,764
		10,762	6,036	16,798	9,917
Receipts from Church Activities	r&p				
Fees for weddings and funerals	"	4,258			3,470
Branch Church room hire	"	7,017			5,506
Parish Hall room hire	"	12,092			13,976
		23,367	-	23,367	22,952
Investment Income					
Rental of Curacy House	r&p	7,600			8,450
Bank account interest	12	-		-	
		7,600	-	7,600	8,450
Other incoming resources					
CCLA Account		5,000			30,000
Loans for Church repairs	12	-			-
Sundry receipts	5	5,306			5,160
		10,306	-	10,306	35,160
Total receipts		93,990	6,036	100,026	108,668

ST CLEMENT'S CHURCH, URMSTON

Registered Charity No. 1131185

Receipts and Payments Account for the Year Ended 31st December 2019

Payments

	Notes	Unrestricted Funds to the nearest £	Restricted Funds to the nearest £	Total Funds 2019 to the nearest £	Last Year 2018 to the nearest £
CHURCH ACTIVITIES					
Diocesan Parish Share	r&p	36,113			34,275
Ministers' Working Expenses	r&p	1,187			1,874
Vicarage Costs	6	5,321			3,884
Church Running Expenses	7	17,507			17,432
Church Maintenance	8, 12	10,140			8,841
Upkeep of services and wages	9,	5,952			6,448
Exterior access Renovations	12	-			14,140
Chancel/Vestry Furniture	12	-			6,385
Parish Hall running expenses	r&p	6,699			12,418
CCLA Account			1,500		35,000
		82,919	1,500	84,419	140,697
Curacy house expenses	r&p	3,611			4,751
Curacy house upgrading		-			-
Curacy house loan repayment	r&p	-			-
					-
		3,611	-	3,611	4,751
SUPPORT COSTS					
Photocopying	r&p	1,219			1,269
Stationery and printing	"	293			166
Independent Examination		300			300
Disbursements G. Weston grant application		1,500			2,100
Outreach and website	12, r&p	2,465			1,577
Sundries		8,334	140		8,838
		14,111	140	14,251	14,250
Total payments		100,641	1,640	102,281	159,698
Net of receipts/(payments)		(6,651)	4,396	(2,255)	30,770
Cash funds last year end				-	22,950
Cash funds this year end		(6,651)	4,396	(2,255)	30,770

ST CLEMENT'S CHURCH, URMSTON

Registered Charity No. 1131185

Receipts and Payments Account for the Year Ended 31st December 2019

Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Cash funds	Royal Bank of Scotland Current Account	4,155	-	-
	Cash in hand	-	-	-
	TSB Deposit Account(Closed)	-	-	-
	CCLA Deposit Account	-	88,786	16,568
	Total cash funds	4,155	88,786	16,568

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Other monetary assets	Income tax claim for Sept to December 2019 - submitted February 2020	1,500	-	-
	Grant from Diocese of Manchester	Building work	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Investment assets	Curate's house at 157 Stretford Road, Urmston. Currently let to tenants.	Unrestricted	-	-
	COIF Charities Investment Fund - endowment from sale of day school.	Education	-	16,568

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
Assets retained for the charity's own use	Church furnishings are included in the inventory and vested in the wardens on	Unrestricted	-	-
	Parish Hall	Unrestricted	-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
Liabilities				
			-	
	Future payments for photocopier lease	Unrestricted		15 PAYMENTS 142.4

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

LYNN SMITH
DEREK PRINCE

15-Mar-20
15-Mar-20

Notes to the Accounts

- (1) The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.
- (2) The expenses paid to clergy may include a small immaterial proportion which relates to their function as P.C.C. members. Payment of £7206 to J.Cowley, M.Dawson and Rachel Mellor(C Cleaning
No payments were made to any p.c.c. members

	2019	2018
(3) <u>Donations</u>		
General Donations	500	4,398
For Branch Church from Car Club		0
	<u>500</u>	<u>4,398</u>
(4) <u>Activities for Raising Funds</u>		
<i>Coffee Mornings:-</i>		
Parish Church Coffee Mornings	626	1,329
Branch Church Coffee Mornings		517
	<u>626</u>	<u>1,846</u>
<i>Other fundraising events:-</i>		
Christmas Fair	4,136	4,308
Coffee Bar	3,578	2,659
Gift Day	0	20
100 Club	1,064	1,064
Branch Church Spring Fair	0	0
Concerts	790	0
		-173
Weekly Raffle	1,809	1,975
Tower Tours/	1,834	483
HOD	0	68
	<u>13,837</u>	<u>12,250</u>
(5) <u>Sundry Receipts</u>		
For other charities	2,351	1,410
LPoW	<u>2,866</u>	
Other	<u>5,306</u>	
	<u>10,523</u>	<u>1,410</u>
(6) <u>Vicarage Costs</u>		
Council Tax	2,576	2,442
Telephone	0	0
Water	278	362
Repairs	0	
Gas	80	
Electricity	0	
Grounds		1,080
	<u>2,934</u>	<u>3,884</u>
(7) <u>Church Running Expenses</u>		
<u>Parish Church</u>		
Insurances	4,300	4,132
Electricity	1,731	1,329
Gas	5,834	6,528
Telephone	392	315
Water	589	219
	<u>12,846</u>	<u>12,523</u>
<u>Branch Church</u>		
Insurances	900	879
Electricity	1,710	1,383
Gas	1,488	2,090
Water	562	557
	<u>4,660</u>	<u>4,909</u>

(7)	PartLoan Diocese		0
	Waste Removal	342	272
	Cleaning Materials	50	50
	Sundries - keys	50	30
	Christmas Tree etc	0	
		<u>442</u>	<u>Donated</u> <u>352</u>
	<u>Church Maintenance</u>		
(8)	Lightning conductor	222	222
	Lighting repairs (Electrics)	300	1,241
	Heating & Plumbing	3,555	411
	Clock and bells	630	298
	Grounds maintenance	3,102	2,850
	Other - Parish Church	1,462	1,472
	Other - Branch Church	869	1,675
		<u>10,140</u>	<u>8,169</u>
	<u>Upkeep of services</u>		
(9)	Books and licences	1,918	370
	Candles and lamps	0	278
	Communion Wine & Wafers	231	200
	Altar linen & Service items	0	
	Music/Choir	136	50
		<u>2,285</u>	<u>898</u>
	<u>Wages and Fees</u>		
	Parish Church Organist	1,000.00	1,000.00
	Parish Church Cleaner		2,834
	Branch Church Cleaner		1,645
	Cleaning Materials	70	70
		<u>1,070</u>	<u>5,549</u>
	<u>Parish Hall Costs</u>		
(10)	Electricity	801	739
	Gas	1,066	1,275
	Insurance	827	871
	Water	579	527
	Electrical repairs & servicing	158	120
	Plumbing		0
	Gas Inspection & Installation	70	200
	Hall cleaning & cleaning materials	2,892	2,718
	Hall Painting	0	2,775
	Exterior paving	0	3,025
	Misc services	306	168
		<u>6,699</u>	<u>12,418</u>
	<u>Curacy House Expenses</u>		
(11)	Insurance	235	228
	Water	0	0
	Agent's fees	1,527	1,529
	(Inc cooker & new tenant costs)		
	Other repairs & maintenance	1,849.00	2,994.00
		<u>3,611</u>	<u>4,751</u>

(12) RESTRICTED FUNDS*The restricted funds are as listed here:*

Building Works - for the major repairs required to the structure of the parish church.

Repairs and maintenance - for routine repairs to and maintenance of the church buildings and equipment.

Education - for promoting Christian learning

The endowment fund consists of money received on the sale of the church school. The capital of £10,000 cannot be spent and the income is to be spent for educational purposes.

Receipts to Restricted Funds

	Repairs & maintenance	Building Works	Education	Rose Singing Window Group&other	Grants
Legacies					
General donations				25	
Grants for Roof Repairs					
V.A.T. Tax Recovered					
Raffles and Sales		1,806			
Other fundraising events				2,184	
CCLA				-	-
Total receipts	-	1,806	-	2,184	25

Payments From Restricted Funds

	Repairs & maintenance	Building Works	Education	Other	Grants
Heating repairs	3,060				
Clock maintenance					
Interior Woodwork					
Roof repairs					
Roof Renovation					
Music and other Church books					
Books for school leavers					
Computer					
Repayment Diocese Loan					
CCLA	5,000				
Total payments	8,060	-	-	-	-

Fund movements

	Repairs & maintenance	Grants	Education	School Endowment
Balance at 1 January 2019	211	83,237	9,823	3,620
Incoming resources	1	459	56	
Resources expended		(5,000)		
Investment gains (losses)				2,948
Balance at Dec-19	212	78,696	9,879	6,568

INDEPENDENT EXAMINER'S REPORT TO THE PCC OF ST. CLEMENT'S URMSTON

I report on the financial statements of the PCC for the year ended 31st December 2019, which are set out on pages to .

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 Regulation and under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to issue this report on;

- those financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

This report, including my statement, has been prepared for and only for the charity's trustee as a body. My work has been undertaken so that I might state to the charity's trustee those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustee as a body for my examination work, for this report, or for the statements I have made.

BASIS OF THIS REPORT

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 PCC and a comparison of the financial statements presented 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 in an audit, and consequently no opinion is given as to whether the financial statements 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 matter has come to my attention:

- which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 and have not been met; or
 - to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

• SIGNED

John T. Holdsworth B.A., CEd.,

Date *13/2/2020.*

John Thomas Holdsworth BA, C Ed.

15 Lynmouth Avenue, Flixton, M41 6PB