



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

for the year ended 31 December 2015



Vicar:

The Revd Steve Burmester
The Vicarage
36 Sagars Road
Handforth

Bank:

The Royal Bank of Scotland
Handforth Branch

Independent examiner:

Mr G Ferguson
8 College Close
Wilmslow

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL

Annual Report for the Year ended 31 December 2015

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 at 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.

As well as maintaining our two morning services and one midweek service in the parish, we have augmented this by starting a new evening service on a Sunday evening at 6pm. This is called 'Rhema' and is aimed at people on the fringe of church life who wouldn't enjoy the more formal morning services. It began in February this year and has proven very popular with younger people and those not used to church. The congregation ranges from 15-30 people and an age range of 18-30 & 50+. The worship style is very modern music, mixed with times of testimonies and prayer. There is a short 'sermon' and discussion time. During the year we have had four adult baptisms and three renewal of baptisms. In addition to this we have a midweek service that has increased in frequency from twice a month to weekly. 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.

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

The PCC aimed to increase its impact in the community through the daily Community Café Aroma which started in 2014. The working relationship with the charity Pure Innovations was proving fruitful, but further help was needed. The PCC took the initiative to employ a chef and kitchen worker to help alongside Pure Innovations and work with the Community Café. The PCC has also continued to work very closely with the Charity Hampers of Hope which seeks to bring help to those in the community in terms of food hampers, jobs clubs, financial advice and practical care. The PCC has worked alongside Hampers of Hope this year in the opening up of two local 'Hope Centres' in the parish to allow local people to meet weekly to get practical help and support. Members of the church help at these centres which meet on the two different housing estates in our parish boundaries. Both of these initiatives take place alongside the regular pastoral care carried out by a team of volunteers and clergy in the Church.

In addition to this a major project of building alteration has been started in 2015. The aim of this project is to resurface the car park at the back of church and install appropriate disabled access to the back hall of the church. Also, in the entrance way to re-structure the hallway to install disabled toilet facilities and proper parent/child facilities in the entrance hall. The fundraising and faculty procedures were started in the summer of 2015 with an aim to finishing the project in the summer of 2016.

3. Missionary & Outreach Work

Much of the outreach work in the community is through families and school's work. In 2015 we continued our work in the schools by relaunching a lunchtime school meeting for primary school children. Named Ignite, we have a regular group of 6-10 children coming along.

We have also continued to run a regular outreach to families called Messy Church. This is a national initiative that has proved popular in many churches. We ran 4 Messy Church meetings at the principal Church events of the year, Easter, Summer Garden Party, Harvest & Christmas Christingle. These proved very popular attracting 70-100 children & Adults.

Over 700 people from our community attended our "Carols in the Paddock" open-air service on Christmas Eve.

We also introduced this year a more focused form of outreach for those wishing to look more in depth at the Christian Faith. Based on our Vision statement, the course is called 'Knowing Christ & Making him Known'. It is a 6 week course developed in house. During 2015 we ran the course twice with 12 people coming on the first of the courses and 6 on the second. Both times the course was run it was greatly appreciated by those who attended.

We also continue a strong support for international Missionary work, introducing a church missionary prayer meeting on a monthly basis this year and our curate and his wife went on a short-term missionary outreach to Japan with OMF (Overseas Missionary Fellowship)

Further details can be found on the Church website www.stchadshandforth.org

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL

Annual Report for the Year ended 31 December 2015

The PCC is 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, Steve Furber and Ian Pettigrew who have served willingly throughout the year. So, thank you to everyone who has served at St Chad's this year.

Financial Statements

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE), and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Financial Review

For the year as a whole there was an overall financial surplus, with income exceeding expenditure by £13,038 (2014: 14,105).

The main reason for the surplus was that the planned project to redevelop the pathways and hall toilets (including fitting disabled toilets and improvements to disabled access) has been held up due to unforeseen delays in obtaining the necessary grant funding and diocesan permissions. This had been originally budgeted at a cost, (excluding that covered by grants), of £16,000. This work is now planned for 2016.

Planned giving (including gift aid) showed an increase of £6,300, which is very encouraging.

The budget for 2016 shows a deficit of £12,000 after allowing for £24,000 (excluding grant funding) on the hall toilets redevelopment project. This deficit will be met out of the reserves.

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 maintenance to the church and properties. It is the policy of the PCC to invest funds with the CBF Church of England Deposit Fund.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL

Annual Report for the Year ended 31 December 2015

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, and a morning session away from the church, to consider forward planning, was also held. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, Mission, Ministry, 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.

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 Parochial Church Council (PCC) is a charity registered with the Charity Commission (no 1149381).

PCC members at the end of the period

Chairman	Revd Steve Burmester		
Church Wardens	Steve Furber	Ian Pettigrew	
Deanery Synod Representatives	Carole Harding		
Members	Donald Alexander	Dianne Armstrong	John Barnes
	Chris Birch	Natalie Carlson	Clare Hornby
	John Knowles	Will Marshall	Dave Mobbs
	Dalene Moore	Sue Pettigrew	David Smith
	Audery Stephenson	Margaret Wood	

Liz Donoghue, Sue Sanders and Sue Thompson retired from PCC at the APCM on 10 April 2015.

Approved by the PCC on 1 March 2016 and signed on their behalf by

Revd. Steve Burmester
Chairman

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
STATEMENT OF FINANCIAL ACTIVITIES
For the year ending 31 December 2015

	Note	Unrestr'd Funds £	Restricted Funds £	2015 Total Funds £	2014 Total Funds £
INCOMING RESOURCES					
Voluntary income	2a	113,299	7,260	120,559	120,136
Income from church activities	2b	24,266	237	24,503	20,403
Activities for generating funds	2c	-	275	275	336
Income from investments	2d	7,918	36	7,954	7,856
Total incoming resources		<u>145,483</u>	<u>7,808</u>	<u>153,291</u>	<u>148,731</u>
RESOURCES EXPENDED					
Grants	3a	15,526	1,634	17,160	16,705
Church activities	3b	111,043	3,051	114,094	110,065
Fund raising trading costs	3c	-	-	-	-
Church administration	3d	8,999	-	8,999	7,856
Total resources expended		<u>135,568</u>	<u>4,685</u>	<u>140,253</u>	<u>134,626</u>
NET INCOMING RESOURCES		9,915	3,123	13,038	<u>14,105</u>
Balance brought forward 1 January 2015		134,293	3,513	137,806	
Balance carried forward 31 December 2015		<u>144,208</u>	<u>6,636</u>	<u>150,844</u>	

The notes on pages 7 to 11 form part of these financial statements.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
BALANCE SHEET
At 31 December 2015

	Note	2015 £	2014 £
FIXED ASSETS			
Tangible fixed assets	5	109,318	109,557
CURRENT ASSETS			
Debtors	6	6,574	3,855
Short term deposits		32,424	13,271
Cash at bank and in hand		5,418	14,075
		<u>44,416</u>	<u>31,201</u>
LIABILITIES	7	(2,890)	(2,952)
NET CURRENT ASSETS		<u>41,526</u>	<u>28,249</u>
NET ASSETS		<u>150,844</u>	<u>137,806</u>
FUNDS			
Unrestricted	9	143,785	133,870
Restricted	9	6,636	3513
Endowment	9	423	423
		<u>150,844</u>	<u>137,806</u>

Approved by the Parochial Church Council on 1 March 2016 and signed on its behalf by:-

Rev'd Steve Burmester (Chairman)

Mr Chris Birch (Hon Treasurer)

The notes on pages 7 to 11 form part of these financial statements.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2015

1 ACCOUNTING POLICIES

The financial statements have been prepared under the Church Accounting Regulations 2006, the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE), the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements have been prepared under the historic cost convention 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.

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 resources

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.

Resources expended

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.

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.

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.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2015

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.

2 INCOMING RESOURCES	Unrestr'd Funds £	Restricted Funds £	Total Funds	
			2015 £	2014 £
2a Voluntary income				
Planned Giving – gift aid	72,075	-	72,075	67,395
Planned Giving - other	10,811	-	10,811	10,250
Tax recoverable	19,510	276	19,786	18,862
Collections (open plate)	5,346	353	5,699	7,177
Sundry donations	5,557	4,631	10,188	9,786
Grants	-	2,000	2,000	-
Legacies	-	-	-	6,666
	<u>113,299</u>	<u>7,260</u>	<u>120,559</u>	<u>120,136</u>
2b Church activities				
Magazines and Books	458	-	458	504
Church Room Lettings	5,506	-	5,506	4,175
Fees	3,020	-	3,020	3,275
Café and other Catering	14,823	237	15,060	11,383
Other activities	459	-	459	1,066
	<u>24,266</u>	<u>237</u>	<u>24,503</u>	<u>20,403</u>
2c Activities for generating funds				
Musical event	-	275	275	336
2d Income from investments				
Rent	7,800	-	7,800	7,800
Dividends and interest	118	36	154	56
	<u>7,918</u>	<u>36</u>	<u>7,954</u>	<u>7,856</u>
Total incoming resources	<u>145,483</u>	<u>7,808</u>	<u>153,291</u>	<u>148,731</u>

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2015

3	RESOURCES EXPENDED	Unrestr'd Funds £	Restricted Funds £	Total Funds	
				2015 £	2014 £
3a	Grants				
	Missionary & charitable giving				
	Overseas mission	5,805	215	6,020	8,750
	Home missions & church societies	6,967	658	7,625	5,603
	Relief and development	2,754	761	3,515	2,352
		<u>15,526</u>	<u>1,634</u>	<u>17,160</u>	<u>16,705</u>
3b	Church activities				
	Ministry				
	<i>Diocesan Parish Share</i>	58,145	1,625	59,770	58,069
	<i>Mission worker</i>	1,939	-	1,939	-
	<i>Youth and Children's minister</i>	-	-	-	9,452
	<i>Clergy & Lay expenses</i>	1,363	-	1,363	1,848
	<i>Clergy house expenses</i>	8,580	-	8,580	6,336
	<i>Other ministry expenses</i>	4,501	1,295	5,796	4,193
	Church running expenses	11,759	-	11,759	10,918
	Church maintenance	1,553	-	1,553	817
	Youth and children's work	866	-	866	834
	Magazines, leaflets and books	4,149	-	4,149	3,107
	Café costs	14,017	-	14,017	10,054
	Church hall maintenance	2,436	131	2,567	1,661
	Depreciation	1,735	-	1,735	2,776
		<u>111,043</u>	<u>3,051</u>	<u>114,094</u>	<u>110,065</u>
3c	Activities for generating funds	-	-	-	-
3d	Church administration				
	Administrator	5,254		5,254	4,804
	Printing , stationery, telephone etc	2,809		2,809	2,116
	Agents fees re letting property	936		936	936
		<u>8,999</u>	<u>-</u>	<u>8,999</u>	<u>7,856</u>
		<u></u>	<u></u>	<u></u>	<u></u>
Total resources used		<u>135,568</u>	<u>4,685</u>	<u>140,253</u>	<u>134,626</u>
4	STAFF COSTS			2015 £	2014 £
	Salaries, Social Security and pension costs			11,221	14,256

Staff costs comprise of salary and related employment costs of the, mission worker and chef, church administrator, verger and caretaker. (2014 also included the church's Youth and Families worker).

£ 1,314 (2014 £4,804) was paid to Liz Donoghue, whilst she was a member of the PCC, in connection with her role as Church Administrator. No amounts were paid to any other member of PCC.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2015

5 FIXED ASSETS

Church Buildings and Vicarage

The Church Building 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.

Tangible fixed assets	Freehold land and buildings	Equipment	Total
	£	£	£
Cost or valuation			
At 1 Jan 2015	105,000	40,114	145,114
Additions	-	1,496	1,496
Disposals	-	-	-
At 31 Dec 2015	<u>105,000</u>	<u>41,610</u>	<u>146,610</u>
Depreciation			
At 1 Jan 2015	-	35,557	35,557
Disposals	-	-	-
Charge for the year	-	1,735	1,735
At 31 Dec 2015	<u>-</u>	<u>37,292</u>	<u>37,292</u>
Net book value			
At 31 Dec 2015	<u>105,000</u>	<u>4,318</u>	<u>109,318</u>

The freehold land and buildings are two houses, valued by the PCC in 1998 as follows:

	£
61 Pickmere Road	60,000
71 Blackden Walk	45,000

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

During the year £780 was spent on maintenance and improvements of the church hall's kitchen, £996 on repairs to the church hall roof, £1,183 on tree surgery in the churchyard and £3,585 on essential maintenance at the two houses.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2015

6 DEBTORS	2015	2014
	£	£
Tax recoverable	4,659	1,503
Prepayments	1,915	2,060
	<u>6,574</u>	<u>3,563</u>

7 LIABILITIES	2015	2014
	£	£
Creditors for goods & services	1,295	1,808
Other creditors	1,595	1,144
	<u>2,890</u>	<u>2,952</u>

8 FUNDS

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

	2015	2014
	£	£
Flowers	184	85
Project to improve disabled access and toilets	3,250	-
Organ maintenance	1,270	1,532
Interest on legacies	1,932	1,896
	<u>6,636</u>	<u>3,513</u>

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

The PCC has designated £1,972 (2014: £1,405) of general funds for the development of the café.

9 ANALYSIS OF NET ASSETS BY FUND

	Unrestr'd Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	109,318	-		109,318
Current Assets	37,357	6,636	423	44,416
Current Liabilities	<u>(2,890)</u>	<u>-</u>	<u>-</u>	<u>(2,890)</u>
Fund Balance	<u>143,785</u>	<u>6,636</u>	<u>423</u>	<u>150,844</u>

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
INDEPENDENT EXAMINER'S REPORT
For the year ended 31 December 2015

I report on the financial statements of the Parochial Church Council (PCC) for the year ended 31 December 2015, which are set out on pages 5 to 11,

Respective responsibilities of the PCC and the examiner

The PCC trustees are responsible for the preparation of the financial statements. The PCC trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the Act) and an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the Act
- to state whether particular matters have come to my attention

Your attention is drawn to the fact that the charity has prepared the accounts (financial statements) in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (FRSSE) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has since been withdrawn.

We understand that this has been done in order for the financial statements to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 with those records. It also includes considering any unusual items or disclosures in the accounts 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 the matters set out in the next statement.

ST CHAD'S HANDFORTH PAROCHIAL CHURCH COUNCIL
INDEPENDENT EXAMINER'S REPORT
For the year ended 31 December 2015

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 respects the requirements
- to keep accounting records in accordance with section 130 of the Act; and
 - to prepare financial statements which accord with the accounting records and comply with the requirements of the Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Mr G Ferguson

1 March 2016