

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH

OF ST MARY-ON-THE HILL, CHESTER

(Registered Charity no: 1132533)

Known as ST MARY WITHOUT-THE-WALLS PCC, CHESTER

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2017

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLIASTICAL PARISH
OF ST MARY ON THE HILL, CHICHESTER
Form as ST MARY WITH CHICHESTER WALLS PCC CHURCH**

Statement of Financial Activities for the year ended 31st December 2017

Incoming Resources	Notes	2017 General Fund £	2017 Restricted Funds £	2017 Designated Funds £	2017 Total Funds £	2016 General Fund £	2016 Restricted Funds £	2016 Designated Funds £	2016 Total Funds £
Incoming resources from donors	2	118,878			118,878	121,885			121,885
Other voluntary incoming resources	2	18,887			18,887	18,816			18,816
Activities for generating funds	2	15,808			15,808	21,879			21,879
Dividends and interest		339			339	368			368
Donations, Grants, Events income	4		488,057		488,057		81,363		81,363
Interest on deposits	4		3,081		3,081		6,630		6,630
Tax reclaimed on Gift Aided donations	4		33,230		33,230		19,903		19,903
Total incoming resources		184,302	524,368	0	678,670	162,058	108,496	0	270,554
Resources Expended									
Grants	3	300			300	225			225
Directly Relating to the work of the Church	3	138,881			138,881	160,727			160,727
Support costs	3	805			805	680			680
Church management & administration	3	18,482			18,482	10,767			10,767
Expenditure from Restricted Funds	4		386,888		386,888		130,143		130,143
Expenditure from Designated Fund	6			0	0			0	0
Total resources expended		147,668	386,888	0	534,556	172,355	130,143	0	302,498
Net (outgoing)/incoming resources for the year		3,634	137,480	0	141,114	(10,297)	(21,647)	0	(31,933)
Balances Brought forward at 1st January 2017 (2016)		20,846	434,376	2,380	457,572	34,967	466,033	1,380	492,340
Allocated for FCC Environment Levy		(4,515)		4,515					
Allocated to Rectory Maintenance Fund		(1,000)		1,000		(1,000)		1,000	
Balances Carried Forward at 31st December 2017 (2016)		25,331	569,756	7,895	602,982	23,452	444,386	2,380	468,218

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARY-ON-THE HILL, CHESTER
Known as ST MARY WITHOUT-THE-WALLS PCC, CHESTER**

Balance Sheet as at 31st December 2017

		2017		2016	
	Notes	£	£	£	£
Fixed Assets					
Church Hall	8		0		17,808
Current Assets					
Sundry Debtors	9	2,884		12,400	
CCLA Deposit Account - General Fund	6	8,280		68,853	
CCLA Deposit Account - St Mary's Centre Building Fund	6	590,652		336,727	
Cash at Bank and in hand	6	32,977		82,938	
		<u>604,593</u>		<u>500,718</u>	
Liabilities: Amounts falling due within One Year					
Sundry Creditors	10	2,120		43,148	
Net Current Assets			602,483		457,572
Net Assets			<u>602,483</u>		<u>475,178</u>

		2017		2016	
		£	£	£	£
Funds (Unrestricted)					
Capital Fund	5	0		17,808	
Designated Funds					
Rectory Maintenance Fund	5	3,350		2,350	
FCC Environment Levy	5	4,515		0	
General Fund	5	<u>24,843</u>	<u>32,708</u>	<u>20,848</u>	<u>40,802</u>
Restricted Funds					
Quiet Corner Fund	4	1,043		1,043	
Choir, Vestment, Alter Linen and Youth Activities	4	884		884	
Vestments	4	229		229	
St Mary's Handbridge Centre building Fund	4	<u>557,589</u>	<u>568,755</u>	<u>432,220</u>	<u>434,378</u>
			<u>602,483</u>		<u>475,178</u>

Approved by the Parochial Church Council on 12th February 2018

Chairman PCO Dawson

Hon Treasurer ECI Schofield

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARY-ON-THE HILL, CHESTER
Known as ST MARY WITHOUT-THE-WALLS PCC, CHESTER**

Notes to the Financial Statements for the year ended 31st December 2017

1. Accounting Policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP2005.

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

General Fund and Designated Funds are available for application on any of the general purposes of the PCC. Restrictive Funds are only available for the purpose or purposes for which they were established.

Incoming Resources

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when they are claimed. Grants and legacies to the PCC are accounted for when received.

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 when awarded, if that creates a binding or constructive 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.96(2)(c) of the Charities Act 1993.

No value is placed on movable church furnishings held by the Churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property.

All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishing, whether maintenance or improvement, is written off.

Other land and buildings held on behalf of the PCC for its own purposes is valued at cost. No depreciation is charged against such properties but any expenditure on maintenance or improvement is written off as incurred

Legacies

The policy of the PCC is to use legacies to help fund significant development projects in the parish, whether buildings, equipment or staff. As circumstances change over the years, it may not be possible to fulfil specific donor requests so church members are encouraged to leave legacies for the general purposes of the parish.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARY-ON-THE HILL, CHESTER
Known as ST MARY WITHOUT-THE-WALLS PCC, CHESTER**

Notes to the Financial Statements for the year ended 31st December 2017

	Notes	2017 General Fund £	2016 General Fund £
2. Incoming Resources			
Incoming resources from donors			
Planned Giving: Stewardship		88,184	91,016
Income Tax Recoverable on Gift Aid		21,288	21,281
Cash Collections		6,908	7,075
Collections Funerals Weddings etc.		2,320	2,183
		<u>118,678</u>	<u>121,526</u>
Other voluntary incoming resources			
Grant		1,000	2,000
Donations - General		9,054	4,601
Donation - Legacy		8,500	6,350
Events		973	2,686
		<u>19,527</u>	<u>15,516</u>
Activities for generating funds			
Magazine		2,141	2,285
Church Hall lettings		8,730	15,109
Donations for use of Church		1,248	0
Fees		3,691	4,505
		<u>15,808</u>	<u>21,879</u>
3. Resources expended			
		£	£
Grants			
Missionary and Charitable Giving:			
Missionary Societies		0	0
Relief and Development Agencies		0	0
Home Missions & other Church Societies		300	225
		<u>300</u>	<u>225</u>
Directly relating to the work of the church			
Parish Share		68,776	67,099
Clergy Expenses and Support costs		1,691	2,113
Rectory Costs		3,647	3,549
Assistant Clergy Costs		1,218	1,457
Church Running Expenses	3a	33,382	31,524
Church Maintenance		8,253	35,297
Curates Housing and Support costs	11	854	1,178
Parish Weekend		0	577
Insurance		7,350	7,336
Magazine Costs		1,319	1,244
Church Hall Running Costs	3b	7,061	9,353
		<u>133,551</u>	<u>160,727</u>
3a Church Running Expenses			
Electricity		1,289	1,174
Gas		3,869	5,018
Organist		5,810	3,098
Water		133	152
Verger		18,159	18,189
Service Costs		2,760	2,803
Sundries		1,382	1,080
		<u>33,382</u>	<u>31,524</u>

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCELESTASTICAL PARISH
OF ST MARY ON THE WALL, CHESTER
Known as ST MARY WITHOUT THE WALLS PCC, CHESTER**

Notes to the Financial Statements for the year ended 31st December 2017

	2017 £	2016 £
St Church Hall Running Costs		
Cleaning	3,888	3,833
Electricity	1,882	3,880
Water	341	421
Repairs	0	161
Insurance	730	1,188
	<u>7,041</u>	<u>9,383</u>
Support costs		
Event Costs	<u>688</u>	<u>680</u>
Church management and administration		
Parish Administration	6,479	6,479
Printing, Stationery and associated office costs	2,581	2,619
Bank Charges	834	967
Audit	806	512
	<u>10,699</u>	<u>10,577</u>

4. Restricted Funds

		Opening Balance brought fwd	Income Donations Grants Events	Interest and Tax Reclaimed	Expenditure	Closing Balance carried fwd
	Note	£	£	£	£	£
St Mary's Handbridge Centre building Fund	1	432,220	486,057	36,311	(388,988)	565,599
Choir, Vestments, Altar Linen and Youth Activities	2	884				884
Vestments	3	229				229
Quiet Corner	4	1,043				1,043
		<u>434,376</u>	<u>486,057</u>	<u>36,311</u>	<u>(388,988)</u>	<u>567,755</u>

Note

1. Represents funds for the purpose of replacement of facilities lost from disposal of Parish Rooms including Church Hall Replacement.
2. Represents funds donated for the purpose of supporting the Choir, servers, provision of Altar linen and youth group activities.
3. Represents funds donated for the provision of clergy vestments.
4. Represents funds donated for the purpose of a Quiet Corner and associated activities.

5. Other Funds

Capital Fund £0

During 2017 the Church Hall was demolished and the Balance Sheet value of the Church Hall of £17806 has been written off against the Capital Fund. The replacement building will be capitalised when building work is completed.

FCC Environment Levy Fund (Designated) £4,615

The PCC has applied to the WREN organisation for a grant of £42,000 towards the cost of fitting out the kitchen in the new St. Mary's Handbridge Centre. If a grant is awarded it is a condition of such grant that a levy at the rate of 10.75% be paid to FCC Environment to cover their shortfall, after tax allowances, of providing funding to WREN.

Rectory Maintenance Fund (Designated) £3,350

Represents funds allocated by the PCC from its unrestricted funds for the maintenance of the Rectory.

General Fund £24,643

Represents the balance of PCC funds, excluding Unrestricted Funds and after provision for Designated Funds.

**THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH
OF ST MARY-ON-THE HILL, CHESTER
Known as ST MARY WITHOUT-THE-WALLS PCC, CHESTER**

Notes to the Financial Statements for the year ended 31st December 2017

6. Funds on Current Accounts, Deposit Accounts and Cash

	Unrestricted £	Restricted £	Total £
NatWest -Current Account- General Fund	12,382	2,284	14,666
NatWest- Current Account - St.Mary's Handbridge Centre	0	6,828	6,828
Lloyds Bank- Current Account	11,463	0	11,463
Parish Office - Change Float	30	0	30
	<u>23,865</u>	<u>9,092</u>	<u>32,957</u>
 CCLA Deposit Account - General Fund	 8,280	 0	 8,280
CCLA Deposit Account -New Church Centre	0	560,662	560,662
	<u>8,280</u>	<u>560,662</u>	<u>568,942</u>

7. Staff Costs

	2017 £	2016 £
Wages and salaries	27,582	27,475
Social security costs	0	0
Pension costs	0	0
	<u>27,582</u>	<u>27,475</u>

During the year the PCC employed a Parish Administrator, Verger, and a Church Hall cleaner, none of whom earned £40,000 per annum or more.

8. Fixed Assets

The Church Hall was demolished during the year. The Balance Sheet value has been written off against the Capital Fund

£	£
<u>0</u>	<u>17,606</u>

9. Debtors

Debtors and prepayments

£	£
<u>2,562</u>	<u>12,400</u>

10. Liabilities: amounts falling due within one year

Creditors, accruals and deferred income.

£	£
<u>2,120</u>	<u>43,146</u>

11. Curates Housing Costs

The monthly rental cost in respect of the Curate's housing is paid by the PCC. The payment is from funds provided by Chester Diocesan Board of Finance. In the period this amounted to £3975
The PCC bears the cost of Council Tax and Water Rates which in the period amounted to £679

£	£
<u>679</u>	<u>1,179</u>

12. The Lord Mayor of Chester's Charity.

The St.Mary's Handbridge Centre was nominated by the Lord Mayor to be supported by fund raising during the Mayor's term of office. The PCC organised a charity event which raised £1400 net. This was paid to the Mayor's Charity Fund. At the end of the Mayor's term all the monies raised during the Mayor's term will be distributed equally between the Mayor's nominated organisations.

INDEPENDENT EXAMINER'S REPORT

TO THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST MARY-ON-THE-HILL, CHESTER KNOWN AS ST MARY WITHOUT-THE-WALLS PCC, CHESTER

I report on the accounts of the Parochial Church Council for the year ended 31 December 2017, which are set out on pages 1 to 6.

Respective responsibilities of trustees and examiner

As the members of the Parochial Church Council you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under Regulation 3(3) of the Church Accounting Regulations 1997 and Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is required.

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 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 Parochial Church Council and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of 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 accounts present a "true and fair view" and the report is limited to those matters set out in the statements below.

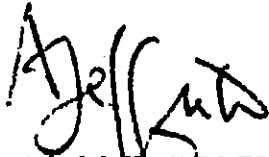
Independent examiner's statement

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:

- (a) to keep accounting records in accordance with section 130 of the Charities Act; and
- (b) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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 accounts to be reached.



**Alastair J Jeffcott BA FCA
McIntocks Partnership Ltd
Chartered Accountants
2 Hillards Court
Chester Business Park
CHESTER
CH4 9PX**

26 March 2018

THE ECCLESIASTICAL PARISH OF ST MARY - ON - THE HILL, CHESTER
KNOWN AS ST MARY WITHOUT - THE - WALLS CHURCH, CHESTER

Registered Charity Number 1132533

PAROCHIAL CHURCH COUNCIL ANNUAL REVIEW

2017 - 2018

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Public Benefit statement

The members of the PCC have complied with their duty as charity trustees having regard to the Guidance of Public Benefit published by the Charities Commission in exercising their powers.

Governing Documents

The PCC operates under two approved governing documents which are both Church of England Measures:

- The Parochial Church Councils (Powers) Measure 1956 as amended.
- The Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended)

OBJECTIVES and ACTIVITIES

St Mary's PCC has the responsibility of co-operating with the Incumbent in promoting the whole mission of the Church, pastoral, evangelistic, social and ecumenical, in the ecclesiastical parish. It also has maintenance responsibility for the Church of St Mary Without-the-Walls, Handbridge, Chester. The activities for 2017 are addressed by the review of the year that follows.

CHURCH ATTENDANCE

In 2017 the total number on St. Mary's Electoral Roll was 228 of whom 69 were not resident in the parish. Diocesan statistics (the Mission Dashboard) record that, on average during 2017, the usual Sunday attendance at St. Mary's was 166 adults and 26 children. These numbers were considerably higher at Easter and Christmas

MEMBERSHIP

Members of the PCC are elected by the APCM in accordance with Church Representation Rules or are
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appointed as ex-officio. Since April 2017 the following have served as members of the PCC:

Incumbent: Revd. Canon Paul Dawson, Rector of St. Mary's and Rural Dean of Chester
Assistant Priest: Revd. David Cowie (until May 2017)
Assistant Priest: Revd. Laura Rhodes (from July 2017 ftd.)
Hon Assistant Clergy: Revds. John Carhart, Maureen Pickering, William (Bill) Hamilton & Michael Tomkins
Licensed Lay Reader : Mr Robert Croft
Reader Emeritus : Miss Linda Manning

Churchwardens : Mrs Helen M Brophy (Vice- Chairman)
Mr Edward (Ted) W Graham

Deanery Synod Representatives: Mr Klaus Armstrong-Braun (PCC ex officio member)
Mrs Wendy Gorman (PCC ex officio member)
Dr. John Parkin (PCC elected member)

Elected Members:

Mr Stuart.A. Bull
Mr Terry Coe
Mr Peter Collins
Mr Peter Dove
Mrs Jean Fyfe
Mrs Catherine Jones
Mr Mark Keen

Mrs Alison McLellan
Mr Alan Park
Mrs Denise Parkin (Secretary)
Dr John G Parkin
Mr Chris Schofield (Treasurer)
Mr John H Scott
Mrs Mavis Sellers
Mr Alun J Williams

In May 2017, Assistant Priest, David Cowie moved to an appointment as Rector of a parish team ministry in Leicestershire.

On 20 July, David's successor at St. Mary's, Laura Rhodes, was licensed by Bishop Keith. Laura has since also been appointed to the Chaplaincy Team at West Cheshire College.

On 3 September the Rector was installed as Hon. Canon at Chester Cathedral.

In 2017, after years of loyal service, Tim Jones, relinquished the post of organist because of work commitments elsewhere, and the PCC welcomed Michael Reynolds to St. Mary's as newly appointed Director of Music.

Throughout the year Emma Degg has been continuing her training to become a Pastoral Worker.

ANNUAL REVIEW

THE PCC met 4 times in 2017 following the APCM in April with an average attendance of 80%. In addition, two "extraordinary" meetings took place in April and June to confirm arrangements for the funding and construction plans of the St. Mary's Handbridge Centre Project. Four newly elected members, Jean Fyfe, Catherine Jones, Mavis Sellers and Terry Coe were welcomed onto the PCC as was also Wendy Gorman as a new ex officio member serving as a Deanery Synod representative.

After serving loyally on the PCC for a considerable number of years, both Alan Park and Mark Keen have decided to stand down at the 2018 APCM. Meanwhile Alison McClellan, Pete Dove and Denise Parkin are prepared to stand for re-election whilst nominations to stand as new members of the PCC from 2018-21 have been received from Emma Degg and Guy Shapland.

In May our two Churchwardens, Ted and Helen, both re-elected for 2017-18, attended the annual Diocesan Lay Conference at Swanwick, themed as "Mission (Im)possible". They were inspired and motivated by the keynote speakers whose addresses are still available to hear on the Chester Diocesan Website.

From the PCC, Pete Dove (Safeguarding), Alun Williams (Health and Safety), and Peter Collins (Insurance) have maintained steady overview of these two areas of responsibility.

Meanwhile paid staff, Brian Dickinson, Verger, Doris Keen, Parish Administrator and Ula Wleczorkiewicz, Cleaner have continued to offer excellent support to the Clergy team. Additionally, St. Mary's is fortunate to have a loyal "army" of committed volunteers active in all areas of the life of the church — from choristers, readers and prayer presenters to flower arrangers, bell ringers and church cleaners.

Special mention should also be made of St. Mary's Luncheon Club, co-ordinated very efficiently by Maureen Evans and her band of regular volunteers and drivers. This has been especially so in recent months as The Club has moved temporarily into the Westminster Park Scout Hut during the building work on the Church premises. In July a coach trip to Llandudno for Luncheon Club members and friends was enjoyed by all.

COMMITTEES: The PCC operates through a number of Committees and Groups which meet regularly :

1. The Standing Committee is the only Church committee required by law. It has power to transact the business of the PCC subject to any directions given by the Council and reports back regularly to the PCC.

2. The Worship Advisory Group is a consultative body working at the invitation of the Rector and PCC to oversee the regular patterns of worship at St. Mary's

(i) The Rector's Report for 2017 has been sent separately by letter in April to all those registered on the Electoral Roll.

(ii) In 2017 the regular pattern and content of Choral Evensong has been reviewed and expanded by our Director of Music, Michael Reynolds.

(iii) During Lent 2017 groups of congregation members considered Rowan Williams' book "The Dwelling of the Light-praying with Icons of Christ", whilst our Compline services followed the YBible Course base.

(iv) On Palm Sunday the Youth Group presented a very meaningful dramatisation of the Passion story.

(v) In September 2017 the PCC authorised the revision and reprint of the main Sunday Eucharist Booklet.

(vi) Both Harvest Festival in September and Remembrance Day Commemoration in November were very well attended by all age groups and included the active participation of our local uniformed organisations.

(vii) During October, at Sunday Eucharist services, the congregation was invited to wear name badges as a "getting to know you" exercise. This was well-received and it is planned to repeat the initiative (first suggested at the 2017 APCM) in October 2018.

(viii) In December over 400 children and their families attended the Crib Service on Christmas Eve

(ix) The Exploring Faith Matters Group has continued to meet regularly.

(x) The Meditation Group & The Julian Group continue to thrive and to meet monthly in members' homes.

3. The Children and Young People's Ministry Group explores ways to move forward our ministry to young people and to families (especially those with younger children), and the Group includes representation from Overleigh St. Mary's Church of England Primary School. Since September 2017 a regular, revised schedule of Storytime and Messy Church services for the young has been developing with the steady support of families and volunteers from the congregation.

4. St. Mary's Youth Group has continued to meet regularly in term time, moving to their new temporary space in the Parish Office during the autumn. Alongside the regular programme of discussions and craft activities, highlights of 2017 have been the Passion Play on Palm Sunday and the Group's planning and design for the Great Community Mural Competition held in Church during the summer to raise funds for the new Centre. The Youth Group Present Aid Appeal in church during December raised an excellent £495 (report with thanks to Jackie Hirst, Youth Group Leader)

5. The Premises Committee is responsible for the strategic oversight of the maintenance and development of the church and church grounds. Inspections, both inside and out, are made regularly

and there is careful planning of the most effective and efficient ways to take forward the recommendations of the Quinquennial Inspection (most recently undertaken in Dec 2016).

6. The Church Social Committee plans and co-ordinates a wide range of social activities for all ages at Church. In 2017 because of building work in the church grounds, there was no summer fete and events were more restricted due to the lack of a hall for the second part of the year. However, overall, the social programme has been thoroughly enjoyed and well supported by parishioners of all ages.

February: the ever-popular Beetle Drive was very successful

March: the Ladies Breakfast enjoyed a talk by the Rector on his first year as a beekeeper.

July: the parish picnic was held in a (surprisingly) sunny Westminster Park. Games and races were organised and enjoyed by participants and spectators. The only slight disappointment was the lack of young families. However, it is intended to publicise the event better another time at the Storytelling Service.

October: the coach trip to Saltaire, West Yorks, a UNESCO world heritage site was a great success. There was plenty of time for sightseeing and discovering in general, and the costumed guided tour was huge fun as well as being very informative.

December: coffee and mince pies were enjoyed in church following the Nine Lessons and Carols Service.

In 2017 other successful St. Mary's social occasions were linked to the "Raise the Roof" Fundraising Campaign for the new Centre. Wendy Gorman organised popular tea dances and she, the Choir and particularly Michael Reynolds co-ordinated an excellent musical evening to celebrate Harvest (*report with thanks to Veronica Bull, Social Committee Co-ordinator*)

SAFEGUARDING : St. Mary's upholds a clear Child Protection Policy and we follow the safeguarding guidelines for good practice as set out by the Diocese, which in turn is based on the Church of England's Safeguarding Policy.

A culture of informed vigilance, care for the rights of all and safer recruitment for both paid staff and volunteers remains at the heart of updated safeguarding arrangements for the vulnerable.

At St Mary's we are in a good position. Within the last 12 months we have fulfilled new requirements for DBS checks and refreshers for people with current CRB certificates. We are also continuing to ensure that new volunteers are given the correct information required as they start their role within the church.

All this activity has been so successfully completed thanks to the continuing support and understanding of everyone who is in a position of leadership in a variety of different areas of the church, and I would like to thank everyone for their continued diligence and hard work.

As ever, it is important for us as a Parish to ensure we have a robust system that provides a level of contact between all new workers at St Mary's and the PCC. By providing this level of contact, we can ensure that the safe environment that we have worked so hard to achieve over the years can be maintained. (*report with thanks to Pete Dove, Safeguarding Officer*)

DEANERY SYNOD : In 2017 the Rector has continued as Rural Dean, and at the 2017 APCM our three representatives to the Synod, Wendy Gorman, John Parkin and Klaus Armstrong-Braun were elected for a three year period until 2020.

In **September**, at St. James, Christleton, the annual Synod Eucharist was addressed by Canon Dr. Barry Wilson, Vice Dean of Chester Cathedral, on the thought-provoking theme "Where will the Church be 30 years from now ? "

In **October** St. Mary's took part in a Deanery initiative to support the Chaplaincy team at Styal Women's prison by donating toiletries etc for prisoners due for discharge.

ECUMENICAL LINKS: St. Mary's maintains a commitment to **Churches Together** in the City Centre. There are 17 member churches, whose representatives meet quarterly to discuss and action items of mutual interest. In 2017 Churches Together continued to support and invite participation to major

events, including the Week of Prayer for Christian Unity. Additionally, our "south of the river" links have included an invitation to Vespers at the Greek Orthodox Church during Lent and, on Good Friday, a sharing of the Stations of the Cross Service with St. Andrew's URC in Handbridge. We made a financial contribution towards the staging of the Chester City Passion on Good Friday (spectators in excess of 3,000) and the Walking Nativity in the city centre on 14 December was also published.

St. Mary's continued to offer active support to Christian Aid throughout 2017: during Lent there was practical help and participation in the annual lunches held at the Friends Meeting House as well as an invitation to "The Big Coffee Morning" event in February. Later, in November volunteer readers took part in the fundraising initiative "The Bible in a Day" which took place at the Cathedral. During 2017 St. Mary's continued as a regular contributor to the West Cheshire Foodbank donating 1,167 kg of food items. Volunteers from the congregation also helped with foodbank collections at local supermarkets and deliveries to the Foodbank Warehouse at Cheshire Oaks.

ST. MARY'S WEBSITE & PARISH MAGAZINE : during 2017 Stuart Bull has been revitalising the St. Mary's Website with the support of Laura and Mark Rhodes. Regular information of parish activities continues to also be published in "The Overleigh Roundabout", "The Westminster Park Forum" and the website "a Church Near You". Planning, led by a Communications and Publicity Group, has now started for a thorough overview of our IT/ Marketing strategy and our presence on social media. In 2017 Catherine Jones settled into her role as Parish Magazine editor, describing it as "a learning curve of some magnitude which I have enjoyed despite some agonising "delete" moments". The number of copies remains the same, ie. 275 Jan – Nov and 300 copies for December, and currently this does not need altering. Copies which are not immediately bought from the back of the church are slowly used up by being offered to visitors and wedding enquiries and so are not wasted. However, readers now also have the opportunity to have the magazine emailed in the PDF form. So far there has been a small positive response to electronic copies and hopefully this number will grow. This method of delivery reduces paper waste and also send the Magazine in colour which does make a huge difference to the appearance of the publication.

The price of the Magazine is unchanged and for the time we keep the A4 format. However, looking at other church magazines, many parishes have A5 format with a colour cover and this may be explored at some time. The University print shop remains reliable and good value.

Thanks to all the distributors who are equally reliable under the steady hand of Bill and Jaquie Yates who work closely between printer and editor ! (*report with thanks to Catherine Jones, Magazine Editor*)

PARISH GIVING and STEWARDSHIP

We continue to run our Planned Giving programme, with parishioners doing their Christian giving by means of a regular standing order direct from their bank account, or by placing their giving into weekly giving envelopes. For 2017 this planned giving was £88164.

Many parishioners have also completed a Gift Aid Declaration enabling the church to claim back from HMRC the basic rate income tax that has been paid on their giving. For the year ended 31.12.17 this amounted to £21,286, making the overall "giving" total £109,450

At the end of 2017, there were 140 parishioners giving by standing order or by weekly envelopes.

During the year, three more people joined the Planned Giving Scheme, but thirteen people left it. Most of these had either moved away from the parish, moved into a care home, or had died. The thirteen who left us were giving an annual total between them of about £4000. So unless the number of planned givers increases, or we increase our individual giving, the giving for this year will fall by £4000. Our overall average weekly giving is £11.49 per planned giver. A detailed annual Survey of Planned Giving is requested by the Diocese each year. The 2017 Survey will appear in the parish magazine. (*report with thanks to Helen Brophy, Parish Giving Recorder*).

FINANCE

General Fund: Overall there was a surplus on the General Fund of £9512 before allocations to Designated Funds.

Income: Unfortunately Planned Giving and Cash Collections continue to decline, as do the number of

contributors. Planned Giving saw a reduction of £2852 over 2016 and Cash Collections a reduction of £169.

The Westminster Foundation grant indicates a reduction of £1000 over 2016. However, we did not receive our "normal" £1000 in 2016 so 2016 seems to have been a correction i.e. £2000 covering 2yrs. General Donations increased by £4453 but includes £2834 received from URC Day Centre when that closed.

Income was also reduced due to loss of the Garden Party event and the demolition of the Church Hall. Events Income of £973 relates to Sunday morning coffee.

Three legacies were received totalling £8500 which in one sense accounts for our surplus.

Expenditure: Parish Share increased by £1677 (2.5%) to £68776 which accounts for 47.5% of the year's expenditure. Clergy Expenses reduced by £422 and Curate's Housing and Support Costs by £324.

Organist costs increased by £2712 under the new arrangements.

Maintenance costs reduced by £27044 following completion of the new heating system.

The Church Gas comparative to 2016 indicates a reduction of £1149. However, this results from extra cost incurred in 2016 owing to the failure of British Gas to implement the new contract price at the correct time. This has been compensated in 2017.

Not surprisingly, following demolition, the Church Hall Running Expenses have reduced by £2292 although we retained the services of the Church Hall cleaner on other duties. Administration Costs reduced by £285.

Restricted Funds: The main restricted fund is for the building of the new Handbridge Centre. At 31 December the funds on deposit and at Bank totalled £567,599 after expenditure in the year of £386,989. The total project cost is approximately £1.6 million and is not yet fully funded. Fundraising continues and the PCC has in place a loan facility of £250,000. In addition there will be additional costs incurred in "fitting out" the new building.

Note 4 to the annual Accounts gives details of other restricted funds.

Designated Funds: these represent funds allocated by the PCC for designated purposes. Unlike restricted funds, these funds remain under the control of the PCC and may be undesignated or reassigned.

The Rectory Maintenance Fund £3350 represents funds allocated by the PCC for this purpose. There was no expenditure during the year.

The FCC Environment Fund £4515 represents funds allocated to meet the cost of a levy that must be paid to FCC Environment should the PCC be successful in obtaining a grant from the WREN organisation for fitting out the kitchen facility in the new Handbridge Centre. The levy may not be paid from restricted funds received towards the cost of the Centre. (report with thanks to Chris Schofield, PCC Treasurer)

Signed *Denise Parkin*

PCC Secretary

March 2018

THE ECCLESIASTICAL PARISH OF ST MARY - ON - THE HILL, CHESTER

ST MARY WITHOUT - THE – WALLS CHURCH, CHESTER

Registered Charity Number 1132533

PAROCHIAL ACTIVITY REPORTS

2017 - 2018

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1. ST. MARY'S PAROCHIAL CHARITIES REPORT 2017-18

The Trustees of St. Mary's Parochial Charities, who are the Rector, the two Churchwardens and two representative trustees elected by the Vestry of the Parish, continue to administer the Parochial Charities in accordance with the Charity Commission Scheme of 1889. Derek Lawson and I were elected in 2015 as the Representative Trustees for a five-year term.

Moneys were donated on various dates from about the year 1600 for the relief of the poor and for other charitable purposes.

The income for the year ended 30th April 2017 was £5,557, which was an increase of £164 compared with the figure of £5,393 for 2015/16. We were able to make charitable grants in November 2017 totalling £5,630, being an increase of £200 compared with the grants for the previous year. These were to our Senior Residents' Lunch Club, the West Cheshire Food Bank, the Chester Samaritans, St. Mary's Overleigh School Pastoral Fund and a range of smaller local discretionary grants.

The unit trust investments of the Parochial Charities have risen in value to a figure of £105,485 as at 30th April 2017. Most of this value represents capital which cannot be spent under the terms of the Scheme. However, some of this figure represents unexpended income from previous years which was invested many years ago by the Trustees and is contributing to the income now received.

Peter Collins

Chairman of St. Mary's Parochial Charities (Charity No.215406).

2. CHURCHWARDENS' REPORT APRIL 2017- MARCH 2018

The most recent Quinquennial Inspection (QI) took place on 9th December 2016. It states that the church continues to be well cared for and is in excellent condition. It also states that anything raised in the inspection is of a minor nature and there are no big issues related to the future of the church.

The Premises Committee has extracted from the report the items raised and included them in its rolling 5 year Action Plan. They largely relate to continuing repairs to worn stonework, repointing work and also correcting historic cementitious repointing work. The aim is to have addressed the items raised by 2021, when the next QI will be due.

The Action Plan includes a planned maintenance schedule throughout the year, which makes sure preventative maintenance is carried out before any problems become large and expensive.

CHURCH MAINTENANCE

There are regular checks of gutters, drains, stonework, electrical equipment, gardening equipment etc.

High and low level gutters were inspected and cleaned out in April 2017.

Blockages to the high level hopper and downpipe from the North Sanctuary roof were cleared, and growing vegetation in the high level gutter was removed. Meanwhile, the four gullies around the spire base, at the top of the Tower, can only be cleared by a steeplejack, and this was completed in March 2018.

In 2017, a stainless steel cable was fitted around the base of the spire by Skyline, our steeplejack. This will make future rope access for work on the tower and steeple both easier and safer. List B consent (i.e. Archdeacon's written consent) was obtained.

There was concern about the possibility of asbestos being present inside the Tower at the high level board platform, which gives access out onto the parapet around the spire base. A Management Survey for Asbestos Materials was carried out by FibreSafe, together with an environmental clean. No asbestos was detected and the Survey report states no management plan is needed.

The installation of the new heating system for the church, which had started in 2016, was finally signed off in April 2017.

There had been issues with regard to whether the vertical pipework feeding the heating pipe running along the nave at high level was visually acceptable, or should be re-routed. There had also been damage done to the mosaic floor in the Baptistry and to the pipe organ. The damage was eventually made good by April 2017, at the contractor's expense. In the Baptistry, rather than repair just the damage done by the heating contractor, the entire strip of mosaic was repaired along the junction between the mosaic floor of the Baptistry and the wooden floor of the Nave. The additional cost was covered by donations from individuals.

The Boiler House has been cleared of all storage, cleaned, vegetation has been removed from below the window grilles and wooden covers installed over the grille access.

Work has started on renovating the front boundary wall.

The inventory of items in the Vestry safe and Vestry has been checked and found to be correct.

CHURCH OPENING

With the start of construction work on the new Parish Centre in September 2017, a considerable amount of hall equipment etc is being stored in church. So, for security purposes, we have had to keep the church locked, unless there is somebody present in the building.

In order to keep the church open as much as possible, there are a number of people who come and spend an hour or so in church, so that it is occupied. There is a schedule on the noticeboard in church, near the coffee area, with time slots for people to sign to indicate when they can spend some time 'church sitting'. We aim to have the church doors open from 10am to 4pm, Monday to Friday.

This has been well supported, but there is always room for more people to join in with it.

CHURCH GROUNDS

During 2017, we have switched from holding occasional working parties to assist with grounds maintenance, to regular weekly gardening on the 'little but often' principle. A number of people have been coming along on Wednesday mornings to help with weeding the borders and some gentle pruning, so that we keep on top of things and little jobs do not go on to become big ones.

VOLUNTEERS

We are blessed to have so many people who provide their help, support and expertise to keep the church and parish community flourishing.

As well as our vergers, parish administrator and hall cleaner, who work tirelessly and cheerfully for the church, there are numerous volunteers who do a host of tasks. Many of those tasks are unseen and unsung. Many of them are things that nobody notices when they are done, but everybody notices when they are not done.

We warmly thank all those who contribute in so many different ways: to our weekly worship; to looking after the church building and grounds; to helping with the many administrative tasks; to helping to run the groups associated with the church.

Our thanks, too, to those who voluntarily provide their professional expertise in a range of specialist areas, including finance, insurance, health and safety, technical matters, building issues.

With such help and support from everyone, a churchwarden's lot is indeed a happy one.

Helen Brophy & Ted Graham, Churchwardens

3. HEALTH AND SAFETY INSPECTION 2017-18

The Annual inspection of Health and Safety matters was carried out by Helen Brophy (Church Warden) and Alun Williams (Health & Safety Adviser) on Wednesday, 07 March 2018.

During the last year there have been no reportable accidents or dangerous occurrences. There were a few minor incidents, eg cuts, needing first aid treatment.

The major event during 2018 was the demolition of the old Church Hall, and its ongoing replacement by a much bigger Parish Centre. This provided a challenge to the PCC in making alternative provision for continuation of existing activities which were previously carried out in the old Church Hall. The PCC also needed to devote considerable efforts in putting into the planning of the design and future management arrangements for the new Centre.

Existing activities were transferred to the Church where-ever practical. The seating in the Church was substantially reconfigured to create secure storage space and to delineate activity areas. The PCC put temporary portakabins on the North Church Lawn to provide a Parish Office and flushing toilets. Compliance with HSW Act and DSE Regs was checked and found to be satisfactory.

The PCC has also been very active in planning the layout of the new building, including defining the fire and safety requirements to be incorporated in the new hiring arrangements for the Centre.

The building contractor has provided a very supportive service to the PCC in ensuring current church activities were not put at H&S risks by the ongoing demolition and building work. There is a high standard of external electrical installation used for the temporary portakabins and this wiring will be retained in future. The church management and staff have been pro-active in dealing with the wider range of extra activities now taking place in the church itself.

Planned maintenance/cleaning on the Bell Tower roof parapet was used as an opportunity to improve access arrangements at parapet level, simplifying future work up there. A new smart gas meter was fitted to the church boiler; a replacement vented lockable door is needed for the external boiler cupboard – in hand. A new insulated step ladder was bought – more suitable for work on the electrical lights. A new extension ladder above the bell-ringing chamber remains to be obtained and fitted.

Alun Williams (St. Mary's Health and Safety Officer)

4. ST. MARY'S HANDBRIDGE CENTRE REPORT 2017-18

Planning for the new Centre started in 2014 and building consent was granted in September 2016. The building of the Centre went out to tender in early 2017.

Read Construction Holdings, a firm based in Wrexham, was selected from the five tenders submitted. Construction work started in September 2017 with an intended completion by June 2018. Building work has progressed well during the winter months and there has been very little delay due to adverse weather conditions.

The Centre Committee is very grateful to all those who helped to reorganise the space in the Church following the demolition of the old Hall in September. We have been able to use the Church for storage and enable some groups to continue meeting in the Church during the building period. Basic catering facilities were also established in the Church and have been much appreciated.

The total cost of the whole building development is just under £1.5 million. In addition to the actual cost of construction, this includes the architectural fees for the development of the design, all the council fees, reports and surveys required. Every year the building is delayed the costs increase.

To enable the construction to start in 2017, a 20 year loan for £250,000 was taken out with the Methodist Chapel Aid. The repayment of this loan will be from the income of the Centre. £30,000 will be retained from the full contract cost to cover any unforeseen building problems. This will be paid in June 2019.

The extensive surveys that were undertaken during the year revealed that the site is on a Roman enclosure and a Medieval clamp kiln but these were of low archaeological importance and did not delay the build.

The new Centre is approximately twice the size of the old Church Hall. The Grosvenor Estate kindly gave additional adjoining land for essential car parking space. A new Lease has also been negotiated with the Grosvenor Estate to include the whole site.

Over the past four years, fundraising has been extremely challenging. Money has been raised through applications to a large number of funding foundations. The Grosvenor Estate has been very generous in donating money from the sale of a building in Handbridge. We have been very fortunate in having the support of Razia Daniels the Lord Mayor of Chester and the Chester MP Chris Matheson to help with fundraising initiatives. Fundraising will have to continue, in order to meet the full cost of the development. In March 2018 the funding shortfall was £65,000.

Work has also been undertaken to write new policies for the Centre and to develop a new booking system. A Centre manager will oversee the daily management of the Centre. A Centre Management Group will be established to monitor the use and development of the Centre. It is hoped to have the Centre in full use by July of this year.

Sincere thanks are due to the many people who have been very generous in not just donating money but also with their time in organising fundraising events and helping to plan the development of the Centre.

Ted Graham March 2018

