

St Clement's Church, Urmston

Annual Report of the Parochial Church Council for the Year Ended 31 December 2017

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 who have served from 1 January 2017 until the date this report was approved are:

Vicar: The Revd Karen Marshall Chair

Curate :The Revd Christine Bailey

Wardens

Mr Derek Prince	(6th year)
Mrs Lynn Smith	Elected March 19 th 2017

Representatives on the Deanery Synod

Mr David Byrom
Mrs Jennifer Groves
Mrs Felicity Clark

Elected P.C.C.Members

Mrs Mary Kilroy	
Mrs Norma Mellor	P.C.C .Minutes Secretary
Mr Anthony Bailey	Resigned 19/03/2017
Mr Daniel Mellor	
Mrs Mavis Tench	Resigned 19/03/17
Mr Derek Prince	P.C.C. Treasurer
Mrs Beryl Prince	
Mr Paul Wilson	

Mrs Barbara English	
Mrs Donna Mackinder	Resigned 01/09/2017
Mr David Byrom	
Mr Christopher Jones	

Mrs Janice Jones	
Mrs Felicity Clark	
Mrs Jennifer Groves	Elected March 19 th 2017
Mrs Clare Collinge	Co-opted 21 st November 2017

Authorised Lay Ministers

Mr Christopher Jones
Mr Daniel Mellor

Objectives and Activities

St Clement's PCC has the responsibility of co-operating with the Vicar, and with the 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 85% and a full and varied programme of topics were discussed all with the aim of ensuring the church's financial and community prospects were secure now and in the future.

The Manchester Diocese Missionary Action Plan (M.A.P.) is being developed and several sessions have taken place with further discussions and programmes in the pipeline. St Clements is looking to the future to secure our long term place as a church and community building. The Church has hosted a number of varied concerts, which were well attended by the community. School visits and Christmas concerts have grown with near capacity attendances on several occasions. Community coffee mornings are popular events with growing attendances and the community sing-a-long, now regularly meeting at the parish, provides entertainment with a varied program of songs. A craft group has been established initially with the aim of producing a set of banners for our centenary year.

Rev'd Karen is now well established in the benefice, which serves 3 churches. St Clement's and Christ Church have been coming together with several services, meetings, courses all taking place throughout the year.

St Clement's has adopted "A Safe Church Policy" and "A Vulnerable child and Adult Policy" these will be re-affirmed at the A.G.M. 2018. However new legislation means we need to keep abreast of developments and Clare Collinge has stepped in to the position vacated by Donna MacKinder and we wish her well in this important undertaking.

Our involvement with C.T.U. (Churches together in Urmston) again means that we continue to hold joint services and have involvement with the local carnival, Lent break fasts and also meetings throughout the year. The Church is continuing our heritage theme to encourage community engagement with the building's heritage and together with Church open- days we will continue to see the visitor numbers increasing. We believe the community is greatly benefiting from our ability and desire to open our Church beyond our regular worship times.

The Branch Church and the Parish Hall continue to provide financial benefits as well as providing useful facilities to local community groups of varying activities. Both will or have benefited from various upgrades and refurbishments in 2017 and future work to take place in 2018.

Messy Church at the Branch is very active, and is proving to be a popular focal point for the community with a different leadership, however it will need willing volunteers.

ST CLEMENT'S IS CELEBRATING IT'S 150TH ANNIVERSARY



The Year Ahead

We were not successful with phase 4's application and unfortunately the HLF grant scheme has been discontinued and grants that applied before are now no longer available. However we will be still looking at other possibilities but of course our aim of a complete roof renovation for 2018 is not now possible.

Financial Review

Total income for 2017 was £97,799. and expenditure was £86,791, this was on ordinary unrestricted funds as shown on the financial statements, the excess was mainly due to legacies received. We have paid the Parish Share in full and on time and earned a discount of £628.00 on the increased 2018 Parish Share contribution, which is £34903.40. The curacy house continues to be a regular source of income and the rent has been kept under review. Income from the Parish Hall will benefit with a growing list of regular hirers. Expenditure on the hall will be required over the next 12 months to maintain it as a valuable community resource. Funding is in place for centenary events, as and when required.

Structure, Governance and Management

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. 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 18th 2018

Signature

Full Name

KAREN MARSHALL

DEREK PRINCE

Position

Chair: Vicar

PCC Treasurer

ST CLEMENT'S CHURCH, URMSTON

Registered Charity No. 1131185

Receipts and Payments Account for the Year Ended 31st December 2017

Receipts

	Notes	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds 2017 to the nearest £	Last year to the nearest £
Voluntary Receipts					
Regular Giving	r&p				
Planned Giving - Gift Aid	"	14637			15,487
Income Tax Recovered	"	6573			4,682
Other Planned Giving	"	2441			1,486
Other Collections	"	5630			4,274
		29,281	-	29,281	25,929
Other Voluntary Receipts					
Legacies	12	17,611	40,000		2,000
Donations	3, 12	1,960			1,263
Vat Tax Recovered	12				789
Grants	12				
		19,571	40,000	59,571	4,052
Activities for Generating Funds					
Christmas Fair	12	4,112			3,663
Coffee Mornings/Spring Fair	4	2,369			1,712
Other fundraising events	4, 12	3,413	4,230		6,079
		9,894	4,230	14,124	11,454
Receipts from Church Activities	r&p				
Fees for weddings and funerals	"	4,839			5,534
Branch Church room hire	"	5,178			5,541
Parish Hall room hire	"	10,134			14,322
		20,151	-	20,151	25,397
Investment Income					
Rental of Curacy House	r&p	9,000			8,670
Bank account interest	12	-		-	
		9,000	-	9,000	8,670
Other incoming resources					
CCLA Account		4,000	4,000		4,000
Loans for Church repairs	12	-			
Sundry receipts	5	5,902	918		7,050
		9,902	4,918	14,820	11,050
Total receipts		97,799	49,148	146,947	86,552

ST CLEMENT'S CHURCH, URMSTON

Registered Charity No. 1131185

Receipts and Payments Account for the Year Ended 31st December 2017

Payments

	Notes	Unrestricted Funds to the nearest £	Restricted Funds to the nearest £	Total Funds 2017 to the nearest £	Last Year 2016 to the nearest £
Church Activities					
Diocesan Parish Share	r&p	31,379		31,379	28,007
Ministers' Working Expenses	r&p	484		484	512
Vicarage Costs	6	3,613		3,613	4,062
Church Running Expenses	7	15,833		15,833	15,038
Church Maintenance	8, 12	7,883		7,883	6,499
Upkeep of services and wages	9,	7,267		7,267	5,283
Roof repairs/Interior Renovations	12	-	2,898	2,898	15,040
Repayment of Diocesan Loan	7,12	-		-	-
Parish Hall running expenses	r&p	8,507		8,507	6,093
CCLA Account			40,000	40,000	
		74,966	42,898	117,864	80,534
Curacy house expenses	r&p	1,861		1,861	1,332
Curacy house upgrading		-		-	-
Curacy house loan repayment	r&p	-		-	-
Event expenses and prizes	misc	-		-	-
Phase 3 Funding	r&p	-	420	420	
		1,861	420	2,281	1,332
Support Costs					
Photocopying	r&p	1,044		1,044	943
Stationery and printing	"	213		213	165
Independent Examination		300		300	300
Disbursements					-
Outreach and website	12,r&p	3,564		3,564	-
Sundries		4,843		4,843	10,633
		9,964	-	9,964	12,041
Total payments		86,791	43,318	130,109	93,907
Net of receipts/(payments)		11,008	5,830	16,838	5,995
Cash funds last year end		(7,307)	21,239	13,932	
Cash funds this year end		3,701	27,069	30,770	5,995

Receipts and Payments Account for the Year Ended 31st December 2017

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	22,950		-
	Cash in hand	-	-	-
	TSB Deposit Account(Closed)	-	-	
	CCLA Deposit Account	-	122,757	13,505
	Total cash funds	22,950	122,757	13,505
Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Income tax claim for July to December 2015 - submitted February 2016	1,200	-	-
			-	-
Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Curate's house at 157 Stretford Road, Urmston. Currently let to tenants.	Unrestricted	-	-
	COIF Charities Investment Fund - endowment from sale of day school.	Education	10,000	13,505
Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Church furnishings are included in the inventory and vested in the wardens on	Unrestricted	-	-
	Parish Hall	Unrestricted	-	-
			-	-
Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Loan from Diocese of Manchester	Building work	-	
	Loans for curacy house upgrading	Unrestricted	-	
	Future payments for photocopier lease	Unrestricted		5 PAYMENTS 164.4

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

Signature

Print Name

Date of approval



REV'D KAREN MARSHALL

DEREK PRINCE

18/3/2018
18/3/2018

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 £5911 to J.Cowley, M.Dawson and Rachel Mellor(Cleaning)
No payments were made to any p.c.c. members

	2017	2016
(3) <u>Donations</u>		
General Donations	20	216
For Branch Church from Car Club	1,940	2,801
	<u>1,960</u>	<u>3,017</u>
(4) <u>Activities for Raising Funds</u>		
<i>Coffee Mornings:-</i>		
Parish Church Coffee Mornings	1,706	1,771
Branch Church Coffee Mornings	662	525
	<u>2,368</u>	<u>2,296</u>
<i>Other fundraising events:-</i>		
Christmas Fair	4,112	3,822
Coffee Bar	2,057	1,878
Gift Day		
100 Club	1,056	1,012
Branch Church Spring Fair		
Fizz on the Lawn		582
Hot Pot Supper /Social		
Table top sales		445
Tower Tours/		647
HOD		55
	<u>7,225</u>	<u>7,739</u>
(5) <u>Sundry Receipts</u>		
For other charities	2,198	2,283
Other	4,701	1,031
	<u>6,899</u>	<u>3,314</u>
(6) <u>Vicarage Costs</u>		
Council Tax	2,319	2,480
Telephone	0	
Water	387	
Repairs	0	
Gas	0	
Electricity	0	
Grounds	908	936
	<u>3,614</u>	<u>3,416</u>
(7) <u>Church Running Expenses</u>		
<u>Parish Church</u>		
Insurances	3,886	3,802
Electricity	1,396	862
Gas	5,694	5,890
Telephone	305	222
Water	383	281
	<u>11,664</u>	<u>11,057</u>
<u>Branch Church</u>		
Insurances	828	897
Electricity	1,055	565
Gas	1,921	1,890
Water	336	292
	<u>4,140</u>	<u>3,644</u>

(7)	PartLoan Diocese	0	1,666
	Waste Removal	264	441
	Cleaning Materials	50	50
	Sundries - keys	50	50
	Christmas Tree etc	Donated	DONATED
		364	2,207
	<u>Church Maintenance</u>		
(8)	Lightning conductor	210	N/C
	Lighting repairs (Electrics)	102	176
	Heating & Plumbing	503	432
	Clock and bells	513	272
	Grounds maintenance	2,117	3,849
	Other - Parish Church	456	5,518
	Other - Branch Church	3,982	3,176
		7,883	13,423
	<u>Upkeep of services</u>		
(9)	Books and licences	311	816
	Candles and lamps	676	690
	Communion Wine & Wafers	200	50
	Altar linen & Service items	170	193
	Music/Choir	0	0
		1,357	1,749
	<u>Wages and Fees</u>		
	Parish Church Organist	1,000.00	1,000.00
	Parish Church Cleaner	2,775	2,123
	Branch Church Cleaner	1,585	
	Cleaning Materials	551	
		5,911	3,123
	<u>Parish Hall Costs</u>		
(10)	Electricity	569	677
	Gas	1,043	1,162
	Insurance	825	807
	Water	390	394
	Electrical repairs & servicing	84	320
	Plumbing	654	0
	Gas Inspection & Installation	65	0
	Hall cleaning & cleaning materials	2,895	2,137
	Hall Floor repairs	0	0
	Fire Exit Doors Windows etc	888	56
	Misc services	1,094	300
		8,507	5,853
	<u>Curacy House Expenses</u>		
(11)	Insurance	214	195
	Water	0	0
	Agent's fees	1,030	1,037
	Gas & electricity		58
	Inspection		
	Other repairs & maintenance	566	296
		1,860	1,586

(12) RESTRICTED FUNDS

The restricted funds are as listed here:

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

Phases 1,2&3 are now completed. A further phase will be required in the future.

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

Education - for promoting Christian learning

Columbarium - for the upkeep of the Columbarium

Peat Legacy - for the cleaning of the Peat gravestone in Urmston cemetery

Linyard Legacy - to provide flowers in the Columbarium in memoriam for Selma Linyard

Lake Legacy - to provide flowers in the Columbarium in memoriam for Gertrude Lake

Gregory Higginson - a legacy to provide bread to poor people of Urmston

(This legacy was donated to the Stretford Food Bank) Final payment 1apr17

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	Gregory Singing Higginson Group&other	Grants
Legacies		40,000			
General donations		1,398			
Grants for Roof Repairs					
V.A.T. Tax Recovered					
Raffles and Sales	1,489				
Other fundraising events		546			
CCLA	1	219	5	-	62
Total receipts	1,490	42,163	5	-	62

Payments From Restricted Funds

	Repairs & maintenance	Building Works	Education	Gregory Higginson	Other	Grants
Heating repairs						
Clock maintenance						
Interior paintwork						
Roof repairs						
Roof Renovation						
Music and other Church books						
Books for school leavers						
Computer						
Repayment Diocese Loan						
CCLA	4,000			2,237	4,000	
Total payments	4,000	-	-	2,237	4,000	-

Fund movements

	Repairs & maintenance	Grants	Education	Gregory Higginson	School Endowment
Balance at 1 January 2017	209	80,549	9,756	2,236	11,972
Incoming resources		40,000			
Resources expended		(8,000)		(2,236)	
Investment gains (losses)	1	219	5		1,533
Balance at Dec-17	210	112,768	9,761	-	13,505

There were no movements in the other restricted funds. The balances are:

	£
Columbarium	149
Peat Legacy	255
Linyard Legacy	65
Lake Legacy	332
	<u>801</u>

It is intended to review these legacies in 2018

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 2017, which are set out on pages to . This report is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006('the regulations') and section 43 of the Charities Act 1993 ('the 1993 Act')

RESPECTIVE RESPONSIBILITIES OF THE PCC AND THE EXAMINER

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under the Regulation and under section 43(2) of the 1993 Act and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of Regulations.

BASIS OF THIS REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act and to be found in the Church guidance, 2006 edition. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required of an audit, and consequently I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - ❖ to keep accounting records in accordance with section 41 of the 1993 Act; and
 - ❖ to prepare financial statements which accord with the accounting records and comply with the requirements of the 1993 Act and the Regulations have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

SIGNED

Date

John Thomas Holdsworth BA, C Ed.
15 Lynmouth Avenue, Flixton, M41 6FB

John T. Holdsworth

18/2/2018