

St Clement's Church, Urmston

Annual Report of the Parochial Church Council for the Year Ended 31 December 2018

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 2018 until the date this report was approved are:

Vicar: The Revd Karen Marshall Chair

Curate: The Revd Christine Bailey

Wardens

Mrs Lynn Smith

Elected March 18th 2018

Mr Christopher Jones (Vice Chair)

Elected March 18th 2018

Representatives on the Deanery Synod

Mr David Byrom

Mrs Jennifer Groves

Mrs Felicity Clark

Resigned October 2018

Elected P.C.C. Members

Mrs Mary Kilroy

Mrs Norma Mellor

Mr Daniel Mellor

Mr Derek Prince

Mrs Beryl Prince

Mr Paul Wilson

Mr Ronald Griffiths

Mrs Barbara English

Mr David Byrom

Mrs Janice Jones

Mrs Felicity Clark

Mrs Jennifer Groves

Ms Clare Collinge

P.C.C. Minutes Secretary

P.C.C. Treasurer

Elected March 18th 2018

Resigned October 2018

Authorised Lay Ministers

Mr Christopher Jones

Mr Daniel Mellor

Ms Clare Collinge

Authorised September 2018

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 80% with a full and varied programme of topics, together with guest speakers the church's financial and community prospects were discussed and action taken, where agreed, to promote and instigate plans and proposals.

The Manchester Diocese Mission Action Plan (M.A.P.) was developed and several sessions took place with a final agreement in November submitted to the Diocese. St Clement's continues to promote its place in the community and the church is host to many and varied activities such as Healthwalk, History society, a Book launch and as a meeting place for various groups. The Church has also hosted a number of 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 ever more popular with growing attendances. The already established craft group provided a set of banners for our 150th anniversary year, these were much admired by many for their excellent workmanship. These banners will continue to be displayed as and when appropriate.

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 continues to adopt "A Safe Church Policy" and "A Vulnerable child and Adult Policy" these will be re-affirmed at the A.G.M. 2019. However new legislation means we need to keep abreast of developments and also the need to be aware of how quickly social media is changing peoples perception of our joint responsibilities to one another.

Our involvement with C.T.U.(Churches together in Urmston) again means that we have continued to hold joint services and supported the local carnival 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. 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.

Messy Church at the Branch church is very active, and is proving to be a popular focal point for the community however it still needs willing volunteers.

The Year Ahead

We were not successful with our application for a Garfield Weston grant, which would have transformed our capability to host even more events. Still on the agenda are the final east roof and Rose Window renovations, both of which the church will look into all possibilities to fundraise. The church will remain on the "at risk" register until the afore mentioned work is completed.

Financial Review

Total income for 2018 was £108668.00 and expenditure was £159698.00, this was on ordinary unrestricted funds as shown on the financial statements. We have paid the Parish Share in full and on time and earned a discount of £686.00 on the increased 2018 Parish Share contribution, which was £34903.40. The curacy house continues to be a regular source of income and the rent has been reviewed to £850.00 p.c.m., with a new short-term tenant moving into the property in October 2018. Income from the Parish Hall is very good due to long term regular hirers. Expenditure on the hall was required over the past 12 months to maintain it as a valuable community resource for the future.

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.

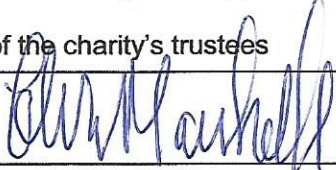
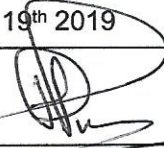
Declaration

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

Signed on behalf of the charity's trustees

Date: March 19th 2019

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 2018

Receipts

	Notes	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Total funds 2018 to the nearest £	Last year to the nearest £
Voluntary Receipts					
Regular Giving	r&p				
Planned Giving - Gift Aid	"	16,239			14,637
Income Tax Recovered	"	5,170			6,573
Other Planned Giving	"	1,595			2,441
Other Collections	"	4,790			5,630
		27,794	-	27,794	29,281
Other Voluntary Receipts					
Legacies	12	-			57,611
Donations	3, 12	4,395			1,960
Vat Tax Recovered	12	-			
Grants	12	-			
		4,395	-	4,395	59,571
Activities for Generating Funds					
Christmas Fair	12	4,308.00			4,112
Coffee Mornings/Spring Fair	4	1,845			2,369
Other fundraising events	4, 12	3,764	5,655		7,643
		9,917	5,655	15,572	14,124
Receipts from Church Activities	r&p				
Fees for weddings and funerals	"	3,470			4,839
Branch Church room hire	"	5,506			5,178
Parish Hall room hire	"	13,976			10,134
		22,952	-	22,952	20,151
Investment Income					
Rental of Curacy House	r&p	8,450			9,000
Bank account interest	12	-			
		8,450	-	8,450	9,000
Other incoming resources					
CCLA Account		30,000			8,000
Loans for Church repairs	12	-			-
Sundry receipts	5	5,160			6,820
		35,160	-	35,160	14,820
Total receipts		108,668	5,655	114,323	146,947

ST CLEMENT'S CHURCH, URMSTON

Registered Charity No. 1131185

Receipts and Payments Account for the Year Ended 31st December 2018

Payments

	Notes	Unrestricted Funds to the nearest £	Restricted Funds to the nearest £	Total Funds 2018 to the nearest £	Last Year 2017 to the nearest £
CHURCH ACTIVITIES					
Diocesan Parish Share	r&p	34,275			31,379
Ministers' Working Expenses	r&p	1,874			484
Vicarage Costs	6	3,884			3,613
Church Running Expenses	7	17,432			15,833
Church Maintenance	8, 12	8,841			7,883
Upkeep of services and wages	9,	6,448			7,267
Exterior access Renovations	12	14,140			2,898
Chancel/Vestry Furniture	12-Jan	3,487	2,898		-
Parish Hall running expenses	r&p	12,418			8,507
CCLA Account		3,763	31,237		40,000
		106,562	34,135	140,697	117,864
Curacy house expenses	r&p	4,751			1,861
Curacy house upgrading		-			-
Curacy house loan repayment	r&p	-			-
					-
					420
		4,751	-	4,751	2,281
SUPPORT COSTS					
Photocopying	r&p	1,269			1,044
Stationery and printing	"	166			213
Independent Examination		300			300
Disbursements G. Weston grant application		2,100			
Outreach and website	12, r&p	1,577			3,564
Sundries		8,838			4,843
		14,250	-	14,250	9,964
Total payments		125,563	34,135	159,698	130,109
Net of receipts/(payments)		(16,895)	(28,480)	(45,375)	30,770
Cash funds last year end		22,950		22,950	5,871
Cash funds this year end		6,055	(28,480)	(22,425)	30,770

ST CLEMENT'S CHURCH, URMSTON

Registered Charity No. 1131185

Receipts and Payments Account for the Year Ended 31st December 2018

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	7,398		-
	Cash in hand	-	-	-
	TSB Deposit Account(Closed)	-	-	
	CCLA Deposit Account	-	93,270	13,620
	Total cash funds	7,398	93,270	13,620

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
Other monetary assets	Income tax claim for July to December 2015 - submitted February 2019	2,200	-	-
	Grant from Diocese of Manchester	Building work	6,000	-

	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	10,000	13,505

	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		19 PAYMENTS 142.4

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

Signature

Print Name

Date of approval

REV'D KAREN MARSHALL
DEREK PRINCE

19-Mar-19
19-Mar-19

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 £6791 to J.Cowley, M.Dawson and Rachel Mellor(Cleaning) No payments were made to any p.c.c. members

	2018	2017
(3) <u>Donations</u>		
General Donations	4,398	20
For Branch Church from Car Club	0	1,940
	<u>4,398</u>	<u>1,960</u>
(4) <u>Activities for Raising Funds</u>		
<i>Coffee Mornings:-</i>		
Parish Church Coffee Mornings	1,329	1,706
Branch Church Coffee Mornings	517	662
	<u>1,846</u>	<u>2,368</u>
<i>Other fundraising events:-</i>		
Christmas Fair	4,308	4,112
Coffee Bar	2,659	2,057
Gift Day	20	
100 Club	1,064	1,056
Branch Church Spring Fair	0	0
Fizz on the Lawn	0	0
Hot Pot Supper /Social	-173	
Weekly Raffle	1,975	0
Tower Tours/	483	
HOD	68	
	<u>10,404</u>	<u>7,225</u>
(5) <u>Sundry Receipts</u>		
For other charities	1,410	2,198
Other		4,701
	<u>1,410</u>	<u>6,899</u>
(6) <u>Vicarage Costs</u>		
Council Tax	2,442	2,319
Telephone	0	0
Water	362	387
Repairs		0
Gas		0
Electricity		0
Grounds	1,080	908
	<u>3,884</u>	<u>3,614</u>
(7) <u>Church Running Expenses</u>		
<u>Parish Church</u>		
Insurances	4,132	3,886
Electricity	1,329	1,396
Gas	6,528	5,694
Telephone	315	305
Water	219	383
	<u>12,523</u>	<u>11,664</u>
<u>Branch Church</u>		
Insurances	879	828
Electricity	1,383	1,055
Gas	2,090	1,921
Water	557	336
	<u>4,909</u>	<u>4,140</u>

(7)	<u>PartLoan Diocese</u>	0	0
	Waste Removal	272	264
	Cleaning Materials	50	50
	Sundries - keys	30	50
	Christmas Tree etc	Donated	Donated
		352	364
	<u>Church Maintenance</u>		
(8)	Lightning conductor	222	210
	Lighting repairs (Electrics)	1,241	102
	Heating & Plumbing	411	503
	Clock and bells	298	513
	Grounds maintenance	2,850	2,117
	Other - Parish Church	1,472	456
	Other - Branch Church	1,675	3,982
		8,169	7,883
	<u>Upkeep of services</u>		
(9)	Books and licences	370	311
	Candles and lamps	278	676
	Communion Wine & Wafers	200	200
	Altar linen & Service items		170
	Music/Choir	50	0
		898	1,357
	<u>Wages and Fees</u>		
	Parish Church Organist	1,000.00	1,000.00
	Parish Church Cleaner	2,834	2,775
	Branch Church Cleaner	1,645	1,585
	Cleaning Materials	70	551
		5,549	5,911
	<u>Parish Hall Costs</u>		
(10)	Electricity	739	569
	Gas	1,275	1,043
	Insurance	871	825
	Water	527	390
	Electrical repairs & servicing	120	84
	Plumbing	0	654
	Gas Inspection & Installation	200	65
	Hall cleaning & cleaning materials	2,718	2,895
	Hall Painting	2,775	0
	Exterior paving	3,025	888
	Misc services	168	1,094
		12,418	8,507
	<u>Curacy House Expenses</u>		
(11)	Insurance	228	214
	Water	0	0
	Agent's fees	1,529	1,080
	(Inc cooker & new tenant costs)		
	Other repairs & maintenance	2,994.00	566
		4,751	1,860

(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

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

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	1,746			90	
Grants for Roof Repairs					
V.A.T. Tax Recovered					
Raffles and Sales		1,975			
Other fundraising events		499		1,344	
CCLA				-	-
Total receipts	1,746	2,474	-	1,344	90

Payments From Restricted Funds

	Repairs & maintenance	Building Works	Education	Other	Grants
Heating repairs					
Clock maintenance					
Interior Woodwork		3,675			
Roof repairs					
Roof Renovation					
Music and other Church books				60	
Books for school leavers					
Computer					
Repayment Diocese Loan					
CCLA	30,000				
Total payments	30,000	3,675	-	60	-

Fund movements

	Repairs & maintenance	Grants	Education	School Endowment
Balance at 1 January 2018	210	112,769	9,778	- 3,539
Incoming resources	1	468	23	
Resources expended		(30,000)		
Investment gains (losses)				81
Balance at Dec-18	211	83,237	9,801	- 3,620

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 2018/9

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 2018, 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. C.Ed.

Date

12/2/2019

John Thomas Holdsworth BA, C Ed.

15 Lynmouth Avenue, Flixton, M41