St Mary Magdalene WHISTON PARISH CHURCH

APPROVED ANNUAL REPORT AND FINANCIAL STATEMENT For the year ending 31st December 2018

(Charity Commission Number: 1142311)



Mr Patrick White Chairman of the Parochial Church Council

24th March 2019

St Mary Magdalene WHISTON PARISH CHURCH ANNUAL PARISHIONERS' MEETING Sunday 24th March 2019 at 11.15 am

Agenda

- 1. Opening Prayer
- 2. Election of Churchwardens

ANNUAL PAROCHIAL CHURCH MEETING

<u>Agenda</u>

- 1. Apologies for absence
- 2. Minutes of Annual Parochial Church Meeting 15th April 2018
- Reports: Chairman; PCC; Financial; Parish Giving;
 Churchwardens; Safeguarding; Deanery Synod; Diocesan Synod;
 Electoral Roll.
- 4. Other Reports
- 5. Appointments:
 - a) PCC members 3 vacancies
 - b) Sides-persons
 - c) Independent Examiner
- 6. Closing Prayer

FIRST MEETING of the PAROCHIAL CHURCH COUNCIL

Agenda

Election of Officers:

Chairman; Secretary; Treasurer; Standing Committee; Electoral Roll Officer

WHISTON PARISH CHURCH

Incumbent: Vacant from 1st September 2017

Bank:	
Royal Bank of Scotland	
Independent Examiner:	
Ian Saunders	
18 Stafford Crescent	
Moorgate	
Rotherham	
S60 3DG	

Chairman's Report on the Activities of the Church in 2018

At the start of the year a second vacancy in our Mission Partnership was created with the departure of the Rev. Abi Thompson from Clifton. This has impacted on the cover our ministry team provide especially with regard to Wednesday Communion and the monthly Choral Evensong service. The Parish Eucharist on the 3rd Sunday has been taken either by the Rev, Canon Alan Billings or by Rev. Jacqui Lidgate but other services were taken by our regular team of Revd. Sue Davies, Revd. Karen Skidmore, Patrick White, Jan Teale and Janet Vout with the help of Revd. Canon Bob Burston, Revd. David Ivorson, Revd Judith Trickett and of Bishop Pete on Palm Sunday and Revd. Joan Ashton on Easter Sunday. The Mothering Sunday service, Harvest Festival Family Service and the Christmas Eve Crib Service were again led by our Children's Minister and Centenary Project Worker Lucy Luckock who also organised visits to schools with Open the Book. The special Service of Hope and Light for the Bereaved in October was led by Jan Teale who also led the Remembrance service together with Rev. Jenny Park from Whiston Methodist Church This commemoration of the centenary of the Armistice was marked in Church by a spectacular cascade of poppies made by members of the congregation and many friends of the church both near and far. We are grateful to all ministers, lay and ordained who have enriched our worship by their presence and their teaching in the past year.

During the year our baptism team have continued to visit families wishing to have their child baptised, communion has been taken to the sick and to residents of local care homes and the Bible study group has continued to meet. Members of the Church have assisted with the Sunday Night Café, with raising funds for Christian Aid and with Messy Church at the Rotherham Show. The Natter Group is now well established giving us regular contact with a small group of visitors.

Our social committee has organised a Summer Fair and a Christmas Tree Festival and church members have taken part in the Deanery Pilgrimage and in a trip to Cleethorpes in the late summer. Once again we had a Harvest Lunch in October and in November we joined together in a Christmas lunch. All these events have contributed to strengthen us as a family.

Our worship together remains at the heart of life as a Christian community. It is also enhanced for us by people giving of their very best to God in the way they serve him. We are grateful to Emily Margetts for organising bell ringers especially for the Armistice service when the church also remained open during the day and was visited by many people from both far and wide. Ray Gallagher our organist and choirmaster and the choir have led us in music and singing providing special services for Passion-tide and Advent as well as a requiem to mark the Armistice commemoration and of course Nine Lessons and Carols. Our intercessors and readers, our sides-persons, the leaders of our children in the Starfish Gang, those who prepare our church for worship, who beautify it with flowers, who clean it, who launder altar linen, print our notice sheets and set up for communion, our team who provide refreshments at the end of morning service all make a wonderful contribution to the provision of worship. Above all we are grateful to our churchwardens, Wendy and Alan who keep a watchful eye on all aspects of the running of our church and ensure every week that it is warm and welcoming.

Patrick White Chairman of the PCC

Parochial Church Council (PCC) Report for APCM 24th March 2019

At the beginning of 2018, PCC comprised 5 ex-officio members and 10 elected members and 1 co-opted member (Janet Vout). On account of ill health, Reg Margetts resigned from PCC in April 2018, after many years' service. Five people (including Janet) were elected to PCC at the APCM on 15th April 2018, making a total of 12 elected members and 5 ex-officio.

There were six scheduled evening meetings of PCC in 2018 and four extraordinary meetings, the latter including a meeting with Archdeacon Malcolm Chamberlain on 19th April 2018, requested by PCC. All meetings were chaired by Patrick White, Chairman of PCC, given the continuing Interregnum.

Churchwardens', Financial, Safeguarding and Children's Ministry reports were received and discussed at every meeting; likewise reports from Deanery and Diocesan Synod meetings, as available. In addition, the PCC's work included the following areas:

- i. Reserves' Policy (May 2018) 'is to maintain sufficient unrestricted cash reserves to continue operating for at least three months in the unlikely event of our receiving no income from any source. When unrestricted cash reserves fall below this level, the PCC makes their replenishment high priority.'
- **ii.** Payments to Common Fund paid in full Jan-March 2018, but reduced thereafter to facilitate building up of our Reserve Fund.
- iii. Mission Partnership Vacancy Committee from May 2018, PCC represented by the two Churchwardens and Alan Teale on this committee chaired by Revd John Hibberd, Mission Development Advisor, Sheffield & Rotherham, preparing for the appointment of one additional priest for the Mission Partnership, once moratorium lifted.
- iv. <u>Preparation for and Implementation of General Data Protection Regulation (GDPR)</u> in May 2018. Colette White kindly took on the role of PCC Data Controller.
- v. <u>Heating Renewal Fund</u> generous donations by members of the congregation (including an anonymous short-term loan) together with grants from Penny Hill Windfarm and the Diocesan Grants Committee enabled payment of the total cost of £41,000.00 + VAT + architects fees.
- vi. <u>Launch of Legacy Planning Leaflets</u> the Whiston leaflets, printed by C of E Legacy were launched by Revd Canon Dr Alan Billings, via his sermon in July 2018. Elizabeth Hacon kindly accepted the role of Legacy Officer.
- vii. Weddings review of booking arrangements and Verger support.
- viii. Wedding Bell Ringers' fees in keeping with bell ringers' experience of other churches, agreement that a phased increase of the amount charged for wedding bells from £98.00 to £150.00 would be introduced, with the latter amount applying for all weddings from August 2018.
 - ix. Preparation for Centenary of WW1 Armistice Sunday 11th November 2018 included the fitting of muffles to bells; display of the hand-knitted poppy cascade; and fitting of a donated plaque on the Children's Altar.
 - x. <u>Vacant Rectory</u> rented out by the Diocese since the summer of 2018, its BT phone line (+ WIFI) were successfully transferred to the Church Vestry. Unsecured and password protected Internet access now available in church.
- xi. <u>Storage of reserved sacrament</u> the need for a lockable aumbry, fixed to an internal church wall has been identified, for reserved sacrament used for taking Holy Communion to sick and housebound individuals, including those in care homes.

Giving Report for 2018

This last year has been a difficult one financially both for us and for the Diocese. We were again unable to fulfil our pledged amount to the Diocese due to insufficient funds and the need to build up reserves. In November we launched a giving campaign and the pledges received from you all in response were truly heart-warming as you realised the severity of the situation and promised increases and even gave some additional donations, some for general use, and some for restricted funds such as building repair work or children's ministry. It was quite humbling as I received your pledges and passed on the encouraging news of the general trend to the PCC.

So 'Thank You' to you all for your continued generosity, and 'welcome' to those of you who are new givers.

Elizabeth Hacon
Parish Giving Director & Gift Aid Secretary

Annual Parochial Church Meeting 2019

Report of the Churchwardens on the goods, fabric, ornaments, and surrounds of the Parish Church

The Church Building

During the year to December 31st 2018 work has been carried out to keep the church in good condition.

Routine maintenance of the Church has taken place, including our 5 yearly fixed wiring and fuses boards testing and the yearly fire extinguishers maintenance.

The Quinquennial Inspection was postponed in 2017, due to the architect been indisposed, this has now taken place and all went well. We now have a shopping list of items that will need attending to over the

coming months / years.

Many thanks to all who helped raise the funds to replace our two heating systems and boilers. As one or two have commented since the completion, 'This must be the first time I have had to take my coat off during a service in the winter!' Keystone is due to come back in the next couple of weeks, to attend to the new fan heaters, as we feel they are too noisy. While the boilers were being fitted, we had a hot water supply added to the sinks, both in the kitchen and toilets.

The Churchyard

The cost of maintaining the churchyard continues to increase. The churchyard tidying days do save money, and our thanks to all those who have helped with this never-ending task. The contractor continues to maintain the grounds to a high standard.

A few trees were pruned due to low hanging branches; there are others that will need pruning this year, we have asked RMBC to advise on our trees within the church yard, and are currently starting to apply for permission for the work to be done. This will be another considerable expense.

Work is still ongoing for cremated remains to be interred and marked with a headstone in the churchyard extension. Also, further planning to extend the path in the churchyard extension and widen and replace with nonslip flag stones to the slope path into the area. There are now four memorial stones installed in the cremated remains area and an order placed for one more.

Summary

The churchwardens would like to thank everyone who has helped to keep our church in good condition, not least those who have contributed in any way to raising the money for the heating system. Our thanks to the volunteers who have worked extremely hard each week cleaning the church ready for Sunday services, once the heating contractors had finished.

We are also grateful for the support we have received from the congregation during an extremely busy year, during our interregnum time.

Finally, a big thankyou to all who continue to pray, support and visit Dhoe and Peter since Dhoe's retirement.

The Churchwardens are pleased to report that the Goods, Fabric, Ornaments and Surrounds of the church are in good order.

Alan Bradbury Churchwarden Wendy Whitaker Churchwarden

Parochial Church Council of St Mary Magdalene, Whiston Statement of Financial Activities for the Year Ended 31st December 2018

Accounting Policies

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP), Accounting and Reporting for Charities published in 2005 and applicable accounting standards. These accounts have been prepared on a Receipts and Payments basis.

All grants and voluntary income are accounted for gross when received.

All expenditure is accounted for and when paid.

Direct charitable expenditure includes the direct cost of activities. Where cash costs relate to more than one functional category, they have been split as appropriate.

Categories of Funds found in the accounts:

- Unrestricted Funds which are for general use in promoting any of the church's purposes.
- Designated Funds which are Unrestricted Funds that the PCC has set aside for a specific purpose. An example is the charitable donations of the net income from the summer and Christmas Fairs.
- Restricted Funds which have been donated for a specific purpose, e.g. Organ Renovation Fund.
- Endowment Funds which have been donated with the condition that they are to be
 invested, the income only to be used for a specific purpose. Our only example is the
 Parker Rhodes legacy invested with CCLA, with the income used for the upkeep of the
 family grave.

Reserves Policy:

Our policy is to maintain sufficient unrestricted cash reserves to continue operating for at least three months in the unlikely event of our receiving no income from any source. When unrestricted reserves fall below this level, the PCC makes their replenishment high priority.

Parochial Church Council of St Mary Magdalene, Whiston Statement of Financial Activities for the Year Ended 31st December 2018

Receipts and Payments Account

		Unrestricted	Funds	Restricted	Endowment	Total	Total
		General	Designated	Funds	Funds	2018	2017
Receipts	Note	£	£	£	£	£	£
Voluntary Receipts-Regular Giving							
Planned giving	1.01	47,656				47,656	50,285
Open plate collection	1.02	3,231				3,231	3,122
Income Tax recovered	1.03	14,142				14,142	14,317
Other service collections	1.04	3,538	254			3,792	2,820
Other voluntary receipts	1.05	689	0	45,987		46,676	37,306
Activities for generating funds	1.06	244	3,496	0		3,740	3,246
Receipts from Church activities							
PCC Activities	1.07	973				973	998
Funerals & Weddings	1.08	19,756		0		19,756	26,796
Income from Investments	1.09	146		212		358	326
Total Receipts		90,375	3,750	46,199		140,324	139,216
Payments							
Church activities							
Diocesan Common Fund	2.01	42,000				42,000	56,000
Building expenses	2.01	8,996	0	59,284		68,280	20,693
Churchyard expenses	2.02	3,886	U	209		4,095	8,989
Cost of services incl. clergy expend	2.03	13,518	164	209		13,907	14,879
Parish	2.05	1,616		3,695		6,532	5,531
Church Management & Administration	2.06	1,543		3,093		1,543	818
Cost of Generating Funds	2.07	40	100			1,343	185
Grants	2.08	0	0			0	100
Diocesan Fees	2.00	2,377	U			2,377	4,615
Rectory - Interregnum	2.10	2,377				2,377	117
Rectory - Interregnant	2.10	ľ				J	117
Total Payments		73,976	1,485	63,413		138,874	111,827
Net Income (Expenditure) for Year	r	16,399	2,265	-17,214	0	1,450	27,389
Gains/(Losses) on Investment Assets	3.01				-16	-16	551
Transfer between funds		1,668	-333	-1,335	0	0	0
Net Movement of Funds in Year		18,067	1,932	-18,549	-16	1,434	27,940
Balances brought forward 1st January 2018		4,582	2,962	45,017	6,279	58,840	30,900
Balances carried forward 31st December 2018		22,649	4,894	26,468	6,263	60,274	58,840

Parochial Church Council of St Mary Magdalene, Whiston

Statement of Assets and Liabilities (Balance Sheet)

For the year ending 31st December 2018

Tor the year chaing 5 13t Decemb	0. 20 .				
	Notes	2018 £	£	201 £	7 £
Fixed Assets Investment	3.01	6,263_	6,263	6,279_	6,279
Current Assets Cash at Bank - current account Churchyard account CBF Deposit account Virgin Money Savings Charities account Petty Cash		21,776 2,235 1,000 29,000		15,328 2,027 1,000 34,000	
Liabilities		_	54,011		52,561
			0		0
Total Net Assets - Net Worth			60,274		58,840
		2018		201	7
Parish Funds Unrestricted - General Unrestricted - Designated Restricted Endowment Approved by the Parochial Church Coun	3.02	£ 22,649 4,894 26,468 6,263	£ 60,274 nd signed	£ 4,582 2,962 45,017 6,279 d on its beha	£ 58,840
Chairman		———	lonorary l	Freasurer	_

Parochial Church Council of St Mary Magdalene, Whiston Notes on Annual Accounts for the year ending 31st December 2018

1.01 Voluntary Receipts - Planned Giving

Gift Aid - Bank Gift Aid - Envelopes Periodic

Total	Total	
2018	2017	
26,030	21,969	
20,236	27,916	
1,390	400	
47,656	50,285	

1.02 Voluntary Receipts - Open Plate

This relates to regular services only. See Note 1.04

1.03 Income Tax recovered

This is based on a standard rate of income tax of 20%

1.04 Other Service Collections

Baptisms
Baptisms Gift Aided
Funerals
Special
Special - Gift Aided
Weddings
Weddings - Gift Aided

	Total		
General	Designated	Total	2017
819		819	484
217		217	145
1,659		1,659	999
752	254	1,006	734
		0	0
91		91	458
		0	0
3,538	254	3,792	2,820

1.05 Other Voluntary Receipts

Children & Youth
Churchyard Upkeep
Donations, Appeals
Fabric Fund
Heating System
Legacies
Memorial Inscriptions
New Hymn Books
One-off Gift Aided Donations
Retirement Gift

		Total		
General	Designated	Restricted	Total	2017
		10,351	10,351	1,721
42			42	42
266		146	412	881
		640	640	0
		32,668	32,668	29,764
0			0	349
		2,182	2,182	2,306
		0	0	208
381			381	1,220
			0	815
689	0	45,987	46,676	37,306

1.06 Activities for Generating Funds

Christmas Fair Charity Concert Craft Sale Other Room Hire Sale of Goods Summer Fair

	Total			
General	Designated	Restricted	Total	2017
	1,493		1,493	1,010
			0	485
9			9	0
86			86	0
95			95	60
54			54	36
	2,003		2,003	1,655
244	3,496	0	3,740	3,246

1.07 PCC Activities

Baptism Certificates Coffee Sales

Total 2018	Total 2017
0	0
973	998
973	998

Parochial Church Council of St Mary Magdalene, Whiston Notes on Annual Accounts for the year ending 31st December 2018

1.08 Funerals & Weddings

Funerals - Diocese Funerals - PCC - Fees

Funerals - PCC - Reimbursable

Monuments - Diocese

Monuments - PCC

Weddings - Diocese

Weddings - PCC - Fees

Weddings - PCC - Reimbursable

	2018				
General	Restricted	Restricted Total			
1,150		1,150	1,359		
4,924		4,924	7,247		
3,574		3,574	2,958		
26		26	168		
191		191	1,622		
1,206		1,206	3,088		
4,615		4,615	6,128		
4,070		4,070	4,226		
19,756	0	19,756	26,796		

1.09 Income from Investments

The Unrestricted Investment income of £146 comes from the interest on the CBF Deposit account which has a balance of £1,000 and a Virgin Money Charity Accounts which has a balance of £29,000

The Restricted Investment income of £212 is the income from the CBF Income shares of which 383 are held (see Note 3.01)

2.01 Diocesan Common Fund Contribution

In 2018 the Parish made a contribution of £42,000 to the Common Fund.

2.02 Building Expenses

Architect-Quinquennial
Cleaning Materials
Equipment Replacement
Heating and Lighting Fund
Insurance
Organ Maintenance
Maintenance
Organ Renovation
Utilities - Gas
Utilities - Electricity
Utilities - Water

	2018			
General	Designated	Restricted	Total	2017
961			961	0
75			75	88
223			223	2,785
0		58,640	58,640	3,768
2,927			2,927	3,048
0		644	644	607
811			811	3,291
0			0	1,529
2,044			2,044	4,521
1,780			1,780	886
175			175	170
8,996	0	59,284	68,280	20,693

2.03 Churchyard Expenses

Car Park Rent Drive & Pathways Maintenance Memorial Refuse Collection

	2018			
General	Restricted	Total	2017	
60		60	60	
0		0	0	
3,570		3,570	6,433	
0	209	209	2,248	
256		256	248	
3,886	209	4,095	8,989	

Parochial Church Council of St Mary Magdalene, Whiston

Notes on Annual Accounts for the year ending 31st December 2018

2.04 Cost of Services

Bell Ringers' Fees
Bell Ringing Fees
Choristers' Fees
Choir Material Expenses
Flowers
Organists' Fees
Organists' Stipends
Upkeep of Services
Verger's Fees
Visiting Clergy Fees
Visiting Clergy Travel

	2018			Total
General	Designated	Restricted	Total	2017
1,276			1,276	1,372
30			30	30
292			292	368
8	164		172	48
0		225	225	332
1,800			1,800	2,445
5,540			5,540	5,540
1,049			1,049	1,206
691			691	955
2,592			2,592	2,084
240			240	499
13,518	164	225	13,907	14,879

2.05 Parish

Children & Youth Expenses
Children & Youth Fees
Donations
Gifts
Incumbent's Expenses
Magazine Cost Contribution
Rectory Water
Worship Resources

	2018			Total
General	Designated	Restricted	Total	2017
		100	100	222
	1,221	3,595	4,816	2,140
166			166	0
25			25	952
0			0	416
1,375			1,375	1,500
50			50	301
0			0	0
1,616	1,221	3,695	6,532	5,531

2.06 Administration

Equipment
Giving Stationery
Photocopying
Stationery
Subscriptions
Telephone & Broadband

2018			Total
General	Designated	ignated Total	
0		0	105
270		270	127
355		355	300
103		103	15
123		123	0
692		692	271
1,543	0	1,543	818

2.07 Cost of Generating Funds

Christmas Fair Materials Summer Fair

2018			Total	
General	Designated	Restricted	Total	2017
40			40	0
0			0	85
	100		100	100
40	100	0	140	185

Parochial Church Council of St Mary Magdalene, Whiston Notes on Annual Accounts for the year ending 31st December 2018

2.08 Grants

Home Mission Secular Charities

	2018			
General	2017			
()	0	0	
()	0	0	
(0	0	0	

2.09 Diocesan Fees

These are the components of statutory fees received for funerals and weddings that are classified "Payable Diocesan Board of Finance (DBF)". They are paid to the diocese which is responsible for paying the incumbent's stipend.

2.10 Rectory - Interregnum

Electricity Garden Gas Telephone

2018			Total
General	Designated Total		2017
		0	8
		0	0
		0	6
		0	103
()	0	117

3.01 Gains/Losses on Investment Assets

The holding of 383 CCLA CBS Investment Fund shares comprising the Parker Rhodes fund is an Endowment Fund meaning the capital may not be expended.

Only the investment income may be spent with that restricted

Fund were priced at 1635.37p/share by CCLA on 31/12/2018

to maintaining the family grave.

No of	Year End 2017		Year End	2018	Change
Shares	p/Share	£ Total	p/Share	£ Total	in Value
383	1,639.44	6,279.06	1,635.37	6,263.47	-15.59

Parochial Church Council of St Mary Magdalene, Whiston Notes on Annual Accounts for the year ending 31st December 2018

3.02 Fund Balance Bank Accoun		31/12/2018 £	31/12/2017 £
Balik Accoun		~	~
	Current Account	21,776	15,328
	Churchyard account	2,235	2,027
	CBF Deposit account	1,000	1,000
	Virgin Money Savings	29,000	34,000
	Petty Cash	0	206
	Total	54.011	52.561

		0-1,011		02,001	
Funds - Nominal	Unrestricted	Funds	Restricted	Total	Total
	General	Designated	Funds	2018	2017
	£	£	£	£	£
Children & Youth		2,376	6,451	8,827	3,553
Choir	0			0	164
Churchyard - Parker Rhodes			2,185	2,185	1,977
Craft Group		194		194	194
Fabric		1,709	600	2,309	0
Flowers			1,537	1,537	1,309
General	22,649			22,649	4,582
Heating Fund			4,348	4,348	29,763
Lighthouse Project			50	50	50
Memorials - Commonwealth			55	55	29
Memorial-Cremated Remains			2,075	2,075	1,002
Organ			9,167	9,167	9,323
Worship Resources		615		615	615
Total Funds	22,649	4,894	26,468	54,011	52,561



Independent examiner's report on the accounts

Section A Ir	ndependent Examiner's Report		
Report to the trustees/ members of	ST MARY MAGBALENE, WHISTON		
On accounts for the year ended	31ST DECEMBER 2018 Charity no (if any)		
Set out on pages	(remember to include the page numbers of additional sheets)		
Responsibilities and basis of report	I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2013 As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").		
	I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.		
Independent examiner's statement	I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:		
	 accounting records were not kept in accordance with section 130 of the Act or the accounts do not accord with the accounting records 		
	I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached. * Please delete the words in the brackets if they do not apply.		
Signed:	I.P. famelors Date: 1.9,2019		
Name:	IAN PAUL SAUNDERS		
Relevant professional qualification(s) or body (if any):			

IER October 2018

18 STATTERS

S60 3AG.

Address:

CRESCEMBORGATE, ROTHERHAM

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.