



THE PARISH OF
ST. BARTHOLOMEW
WESTHOUGHTON

St. Bartholomew

St. George

St. Thomas

ANNUAL REPORTS FOR 2020

PRESENTED TO THE APCM

MONDAY 24TH MAY 2021

DEFERRED FROM MONDAY 26TH APRIL 2021



The Parish of St Bartholomew Westhoughton

St Bartholomew St George

St Thomas

ANNUAL PAROCHIAL CHURCH MEETING: Monday 26th April 2021 7.30pm ST BARTHOLOMEW'S CHURCH

AGENDA

1. Welcome and Opening Prayers
2. Apologies for absence
3. Minutes of the deferred Annual Meeting held on Wednesday 7th October 2020 [enclosed] and matters arising

Annual Meeting of Parishioners:

Election of two churchwardens for the year 2021 - 2022

Annual Parochial Church Meeting

1. Elections and appointments:
 - i. Two deputy wardens each for St Bartholomew's, St Thomas's and St George's (who will be ex-officio members of the Parochial Church Council)
 - ii. Deane Deanery Synod – three year term of office (who will be ex-officio members of the Parochial Church Council) Two vacancies, 2 years remaining.
 - iii. Two further representatives from St Bartholomew's, St Thomas's and St George's to serve as members of the Parochial Church Council
 - iv. Up to eight people to serve as members of each of the church councils of St Bartholomew's, St Thomas's and St George's
 - v. Appointment of Independent Examiner

[N.B. Sidespeople are now appointed by the PCC]

2. Annual Reports for 2020:
 - i. Team Rector's Report
 - ii. Churchwardens' Report
 - iii. Secretary's Report on the Proceedings of the PCC
 - iv. Church Electoral Roll Report
 - v. Honorary Treasurer's Presentation of Accounts / appointment of independent examiner
 - vi. Safeguarding Officer's Report
3. Any Other Business relevant to an annual meeting (chair to be notified BEFORE the meeting begins)
4. Date of future Meetings:
 - Archdeacon's visitation – *to be announced*
 - Next PCC meeting - to be notified
 - Annual Parochial Church Meetings 2022 Monday 25th April 7:30pm

5. Closing prayers

There will be a short meeting of the newly constituted Parochial Church Council immediately following the Annual Parochial Church Meetings

AGENDA

1. Appointment of
 - a. PCC treasurer
 - b. PCC secretary
 - c. Vice chair of the PCC
 - d. Safeguarding officer
 - e. PCC Standing Committee – *usually clergy/parish wardens/PCC treasurer/ PCC sec*
 - f. Appointment of Sidespeople

2. Co-option, if required, of further PCC members

3. Any other urgent business

**Parish of St Bartholomew Westhoughton
St Bartholomew, St George, St Thomas**

Meeting of the APCM Wednesday 7th October 2020 at 7.30pm

Attendance: Revd Carol Pharaoh (chair), Ed McHale (Secretary), Margaret Dolphin, Christine Andrews, Elaine Simkin, Ollie Younge, Joan Warner, Helen Thompson, John Thompson, Jean Tonge, John Owen, Lynne Owen, Ged Robinson Todd, Sue Robinson Todd, Sarah Barry, Pat James, Joan O'Reilly, Kath Norman, John Moore, Hilary Moore, Alan Morris.

Following other meetings: Graham Andrews, Sarah Sloan, Revd Angela Wynne *[by Zoom]*

Apologies: Claire Smith, Angela Greenall, George Twist

AGENDA ITEM	DISCUSSION and ACTION
Apologies for Absence	Attendance and apologies were noted on the signing in sheets and are listed above.
Introductions:	The rector introduced the meeting noting that due to the Coronavirus pandemic, the meeting had been deferred in line with Church of England guidelines from April 27 th 2020 to October 7 th 2020. The meeting was being held in accordance with all the Government and Church of England Coronavirus regulations in place at the time. Thanks were expressed to Catherine Croughan who had stood down as PCC secretary during the year.
Minutes of Previous meetings	The minutes of the previous APCM held on the 29 th April 2019 had been circulated to those signing up to attend the meeting electronically or in a paper form. On the proposal of Elaine Simkin, seconded by Joan O'Reilly, these were accepted unanimously.
Annual Meeting of Parishioners: Election of Two Parish Wardens 2020 - 21	Ed McHale explained that he was standing aside this year as a technicality, which would allow him to be nominated for a further six-year period from the 2021 AGM. Margaret Dolphin was nominated and seconded; no other nominations were received and Margaret Dolphin was duly appointed with the other post remaining vacant.
Annual Parochial Church Meeting	Elections and Appointments The following were all duly proposed seconded and appointed
Deputy Wardens: [2 per church]	St Bartholomew's: Christine Andrews / Ed McHale St George's: John Moore / Pat James St Thomas' VACANCY / VACANCY Thanks were expressed to Sarah Barry who had stood down as Deputy Warden at St. George's after many years, welcoming John Moore in her place, and to Janet perfect who had not stood as a deputy warden at St. Thomas' again after many years of service.
Deanery Synod: 4 representatives	Christine Andrews and Kath Norman were duly proposed, seconded and appointed, leaving two vacancies to be filled. It was noted that these posts were for a three year period. When the Diocesan plan of merging current deaneries into 7 larger deaneries comes into place, these reps will move across to the new Deanery Synod without the need for further elections. Thanks were passed to Pat James and Sarah Barry for their work as Deanery Synod reps as they stood down from this role this year.
Elected Members to PCC: [2 per church]	The following were all duly nominated, seconded & appointed St Bartholomew's: Ollie Young / George Twist St George's: June Crook / Pat James St Thomas': Graham Andrews / Claire Smith Co-opted Members: Jean Tonge / Joan O'Reilly

Elected Members to DCC	<p>The following were all duly nominated, seconded & appointed</p> <p>St Bartholomew's – Joan O'Reilly, Jean Tonge St Thomas' – no nominations received St George's - John Thompson, Angela Greenall, Sarah Sloan, Sarah Barry, Ed McHale</p> <p>Thanks were passed to Stuart Yearsley who has decided to stand aside from St. George's after many years of service.</p>
Appoint of Independent Examiner	Nigel Ginniff proposed by Elaine Simkin, seconded by Ed McHale and duly appointed
Annual reports	
<p>Team Rector Churchwardens PCC secretary Church Electoral Roll Honorary Treasurer & Independent Examiner Safeguarding Group reports</p>	<p>These had all been circulated prior to the meeting either be e-mail or as a paper copy.</p> <p>It was noted that the electoral roll stood at 186 as of 06/10/2020</p> <p>The reports were accepted <i>en bloc</i> unanimously with thanks to all who had prepared them particularly during a very difficult year.</p>
AOB	None relevant to the annual meeting
Date of future meetings	<p>Archdeacon's Visitation – no dates yet, it was most likely that these would be held by Zoom rather than face-to-face services</p> <p>Next PCC meeting – Wednesday 11th November 2020</p> <p>Annual Parochial Church Meeting 2021 – Monday 26th April [planned]</p>
	PCC MEETING
Appointment of Elected Officers	<p>The following were duly proposed, seconded and appointed:</p> <p>PCC Vice Chair: Ed McHale PCC Secretary: vacant – appoint at next PCC meeting PCC Treasurer: Graham Andrews Safeguarding lead: Joan O'Reilly PCC Standing Committee: Clergy, Parish Wardens, PCC secretary and treasurer</p>
Election of Sidespeople – note from 2020 these are now elected by the PCC rather than by the APCM	<p>John Thompson, John Moore, Denise Wood, June Crook Claire Smith, Tim Browning, Sarah Wilson, Gail Stocks, Christine Andrews, Margaret Dolphin, Lynne Owen, John Owen Joan O'Reilly, Jean Tonge, Frank Dickinson, Ian Hunter, Valerie Hunter, Kath Norman, Barbara Eaton, Mel Eaton, Graham Andrews</p>
Sale of Land	<p>There was a proposal from the Diocese to sell part of the rectory land they owned between the rectory drive and the market hall. Any funds raised would go to the Diocese. This proposal required the consent of the Team Rector, Team Vicar and all PCCs within the team.</p> <p>This proposal was accepted unanimously.</p>
Closing Prayers	<p>The meeting closed at 8:20pm</p> <p>Covid-19 regulations prevented the usual cheese and wine social time after the meeting</p>

TEAM RECTOR'S REPORT 2020

TEAM RECTOR'S REPORT 2020

'For surely I know the plans I have for you, says the Lord, plans for your welfare and not for harm, to give you a future with hope.' Jeremiah 29:11 NRSV

During 2020, Peter and I have played a lot of scrabble. It doesn't take a genius to work out why! Peter is much better at scrabble than I am so I rarely win. On one occasion however, I did think of a word that could potentially score me quite a few points. The word was 'covid' and a combination of a triple letter score for the 'C' and a double word score gave me 34 points. The problem was, is it a valid scrabble word? Some would say as its not in the dictionary (or not yet) I shouldn't have been allowed it. Others might say, whether we like it or not, the word has entered our language and it's here to stay. Peter graciously allowed me the word but I still lost. It made no difference in the end. Maybe next time(?)

In writing this report for parish and team for 2020, I'm conscious of the fact that there has been so much change. With covid entering our language and indeed our lives, so many other things entered our language and our lives. We are bored by the word but it really has been an 'unprecedented' year. As a parish, not only have we had to do things differently, we've also had to view things differently. Our language had to change and change it did. Is worship rooted in place or community? How do we remain connected to the God who loves us and each other? How do we best support those who's lives have been devastated by the cruelty of the virus. Where there is so much fear and uncertainty, how can we remain hopeful?

As for individuals and families, the plans we had for our churches had to be cancelled, postponed or put on hold. Our weekly activities, even our worship stopped. Then we started to rethink our norms. Firstly, could we worship virtually? Yes, was the answer. Could we support each other via the phone and a weekly bumper extended pew sheet? Yes, was the answer. Could we support others practically with food donations? Yes, was the answer. Could we hold PCC meetings via email? Yes, was the answer. Then when restrictions were eased, could we reopen our churches for individual prayer and then face-to-face worship? Yes, was the answer. In stopping doing our normal activities, we were freed to do other activities. We had to think about what was important. Some of the things we thought important turned out not to be that important.

It has been a tough year. I personally have lost a friend to covid. I've seen the devastation this pandemic has caused on many peoples' lives, through funeral ministry and through talking to others. Despite this, I have been staggered by the good and the amount that has been achieved in the year.

There was a lot to celebrate in the year and there was some very good news for the future too. In January, we said a fond farewell to our Curate Kirsty. We celebrated

her ministry at a special service early in the new year and, a few of us, were privileged to be at her licensing service as Priest-in-charge at St John's Hopwood and St Luke's Heywood. In June we heard the great news that Andy Jones would be joining us as Team Curate in July 2021. In December we heard that Revd Dr Malcolm Wearing would be joining us as Self-Supporting Minister / Associate Priest in the Team in January 2021. Both these men, I am confident, will be real assets to our Team Ministry.

I must say a huge thank you to you all but I would like to say a special thank you to some specific people. To Angela who is an excellent and valued colleague. To Margaret and Ed and Christine, for their excellent work as Church Wardens and Deputy Wardens, Graham as parish treasurer and Elaine, Claire and John as church treasurers and both Catherine and Kath as PCC Secretaries. Thank you to Jean as Verger. Thank you to PCC members, Sides People and our group of cleaners. Thank you to Joan and Ed as pew sheet editor and newsletter editor. Thank you to Ed as organist, the choir and the bellringers. THANK YOU to all those who offer their gifts and time in any way and THANK YOU to you all for your support. Please be assured you are valued and appreciated.

As to the future, there is still uncertainty and there is still much to be resolved. Financially we have taken a great hit and we must work hard to work out how we can turn this around. We have lost contact with some of our church families and we will need to work at restoring those relationships. There are radical changes a foot in our Diocese and Deanery which will affect us. All things won't go back to the way they were before the pandemic. Bishop David has asked that we think and plan carefully to build back better. With all of this, I pick up that there is some optimism and people are hopeful for the future. I also pick up there is much fatigue. We need to be mindful of both of these realities, making sure our hope is focussed in the right place and that we take time to resource ourselves, making sure we are always gracious to one another.

I am confident that, following the pandemic and when restrictions gradually ease, we will be able to work together in prayer and in trust, that God has good plans for us. With God's help we will be able to build back better and, in the words of Captain Sir Tom Moore, 'Tomorrow will be a good day'.

Revd Carol Pharaoh

Parish Churchwardens' Report for 2020 – to be presented at the 2021 AGM

At the 2020 APCM Margaret Dolphin was re-elected as a Parish warden; the other position remained vacant. Ed McHale stood down for a fallow year [serving as deputy warden] which will allow him to be nominated at the 2021 AGM for a further six-year period as Parish warden.

As you will guess, it was a year of two unequal halves, pre and post 17th March. With the onset of the Coronavirus pandemic and the closure of all places of worship for the first time much of what had been planned for the year simply could not take place.

- Office Hour was cancelled and was no longer possible face-to-face
- The usual Civic Services for Mayoral Service, Remembrance Sunday and Switching on of the Town Lights Carol Service were all cancelled. This does give us a period to work with the Town Council to change and develop these services particularly the Town Lights Carol Service in view of the concerns about overcrowding and safety and the arrangements for the wreath laying on Remembrance Sunday.
- Confirmation Services planned for May and October were both cancelled.
- All services from Mothering Sunday through to Holy Week, Easter and into summer were cancelled. We were able to send out either by e-mail or post an Easter card to all on the electoral roll.
- All Baptism services had to be cancelled; plans to restart these await further guidance emerging from lockdown on numbers that can be invited to the service and the social side following the christening.
- Nearly all wedding services have been postponed [some more than once] again awaiting for changes allowing an increased number of guests and wedding receptions to take place. Reading banns was impossible as there were no services at which to read them.
- Funeral services have been restricted in the number of people allowed to attend and the format of the services.
- We have been unable to hold any social or fund raising events and the usual groups hiring the building have not been able to meet.
- All café church services and face-to-face school assemblies have been cancelled due to the additional restrictions on schools.

Pre- Covid:

Services in January and February continued as normal. We were able to hold the World Day of Prayer service at the start of March 2020, produced by the people of Vietnam. We plan to host this again in future years as part of a rota.

We were saddened by the death of Ailsa Maddison after a long illness. Ailsa had been a valued member of the choir and an ALM specialising in Prayer ministry, producing our monthly prayer diary. We were able to celebrate her life with her family in February singing her favourite hymns and anthems and with readings and prayers inspired by her final prayer diary of September 2019. The choir provided refreshments afterwards in the back room with a time to reminisce.

Funerals:

Funerals during the pandemic have been difficult with the strict limits on attendance, particularly for those long-standing church members where we know the church would have been full in normal times, remembering especially Arthur Burgess, Mary Dolphin and Joyce Cunliffe.

Joyce Cunliffe was the embodiment of St. Bartholomew's church, a life-long member and former churchwarden and fulsome tributes and reminiscences were given at the time by Ed McHale, Ian Hunter and former rector, Simon Tatton-Brown in parish publications.

Lockdown easing:

With various easing of lockdowns, we were able to re-open St. Bartholomew's church for private prayer as soon as this was permitted. This could not have been achieved without those who drew up the risk assessments and action plans and have implemented them. We continue to review these regularly to ensure that we comply with all the current rules and regulations and that it is as safe as possible for people to attend. This couldn't happen without Christine Andrews and the team of church cleaners who come in each Saturday to disinfect the building and many thanks must go to Christine, Margaret and Ed who attend each Sunday and through the week to make sure that the building remained open.

When services were once again permitted, these were resumed each Sunday first at St. Bartholomew's and latterly at St. George's. They are very different to those we have been used to but many thanks to all who have been attending and leading these services. Despite the restrictions at these services we hope that they are appreciated by those who attend.

With some easing of restrictions towards the end of 2020, we were able to offer some additional services.

We were not able to have the usual Memorial Service at the start of November but we were able to open for private prayer thanks to Ed, Christine and Margaret. This was relatively well attended and was appreciated particularly by those where the funeral had been very restricted in numbers.

We ran a very successful "Sequence of Music for Christmas" at St. Bartholomew's with the church choir which replaced the usual carol service. Christmas Eve and Christmas Day services, however, were poorly attended in 2020.

With the lack of any face-to-face worship we had to look at different ways to reach people. The Pewsheets expanded and is now e-mailed out to 75 people each week [& a hard copy to a small postal group] along with the Monthly Newsletter It contains daily readings and prayers along with the Sunday readings, homily and notices.. Suzanne Walker produces "Our Daily Bread" a monthly prayer diary that we also circulate. These are also available from the church website with many thanks to Neil Belch for maintaining this. Many thanks also to Joan Warner for her work with the weekly pewsheets.

We have a Team Zoom service each week also which has proven very popular, particularly with those shielding or unable to attend at the moment. Many thanks go to those who plan and lead this each week.

School Form Signing:

This has been problematic during the year with changing requirements and conflicting advice. Currently we are offering an e-mail sign-in system to show attendance or willingness to attend had covid-19 restrictions on the number of services and attendance not been in place. It is uncertain how long these measures will apply or how this will affect attendance at church services once unrestricted worship is allowed again.

Staffing:

In January we were able to mark Rev Kirsty Screeton's curacy with us and many were able to join her at her induction service in Heywood and Hopwood at the start of this new ministry.

With the decrease in clergy staffing at the start of 2020, we had to change the pattern of 8:00am Sunday services across the Team from Feb 2020. These services, however, were all cancelled along with the midweek services in March and further easing of lockdown measures and stability will be needed before we can revisit this.

We were pleased by the announcement that Revd Malcolm Wearing would be joining the Team with particular responsibility for St. James' church and that Rev Andy Jones would join in July 2021 as a curate but with particular responsibility for St. George's church.

Parish Share:

The three-year Parish Share agreement with the Diocese expired at the end of 2019. We met with the Diocesan representatives in February 2020 and agreed a further three-year deal. This, obviously wasn't the best timing, as the closure of churches, the lack of fund raising events and the loss of income from occasional offices have all impacted negatively upon parish finances.

St. Bartholomew's:

All the usual testing of electrical and emergency equipment has been completed and measures arising from Health and Safety inspections have been put in place.

Events to mark the 25th anniversary of reopening St. Bartholomew's church [& organ], the 30th anniversary of the fire and the 150th anniversary of the bells in 2020 were not able to take place although they were given full coverage in the pewsheet & newsletter.

In 2021 we are faced with additional bills for repairs to the heating system following a flood in the Tower cellar, remedial work to the electrics following the overdue 5-yearly electrical inspection and replacement of the front door lock. The Diocese cancelled Quinquennial Inspections in 2020 [due to the pandemic] when ours was due. It is now overdue but we do not have a date when these will recommence or when it will be scheduled. We know that work to the tower will feature heavily.

St. George's:

- It has been a period of closure and reopening due to Government, Church of England and school restrictions. Following lockdown 1, we re-opened at Harvest in October, closed in November with lockdown 2 but re-opened in December with services in Advent and the Christmas Eve crib service.
- We decided to close in early-January with the third lockdown. We re-opened again on Mothering Sunday in 2021. Attendances have been notably lower.
- The committee met once during the year [due to restrictions on physical meetings] to discuss and agree the risk assessment and action plan prior to reopening.
- Many thanks to the committee, the congregation and especially John & Helen Thompson, John & Hilary Moore, Pat James and Sarah Barry who have taken on the additional covid-19 measures required

St. Thomas':

- St. Thomas' church closed with the initial lockdown and in the absence of a functioning committee to plan risk assessments, action plans or sufficient volunteers to take on the additional cleaning and safety measures, it has not been possible to re-open
- the 50th anniversary of St. Thomas school was noted in an on-line service in July 2020
- The repairs needed to the school roof and the contribution from the parish have been noted by the PCC

We apologise if we've missed anything, thank all those who work across all our churches, in many other unsung roles, who keep the many activities across the parish running so well. Nothing happens without an enormous amount of planning, co-operation and paperwork and little of this year could have been anticipated and, with hindsight, there is much that we might have done better

Margaret Dolphin – Parish Warden

Edward McHale – Parish Warden, latterly Assistant Warden

2020/21

St. Bartholomew's Church Choir Report for 2021 AGM

It has been a hugely frustrating year. Under the initial lockdown all churches were shut and communal singing in worship has been banned ever since. Attempts to restart choir practices have been thwarted by further national and local Bolton lockdowns so, although we can meet to worship, the stay-at-home message does not allow groups to meet for choir practices and for much of 2020 only one singer or a small professional group was allowed to sing at a service but distanced and with screens.

The relaxation in December, however, did allow us to assemble for three practices to produce the "Sequence of Music & Readings for Christmas" replacing the usual Carol Service. Accepting that it was very different from usual and not having the usual congregational singing that would be hoped for, in those three weeks we were able to produce a first class service. My thanks must go to those who came and worked so hard in those three weeks to ensure that this happened. It remains a pity that the ensuing lockdown again prohibited choir practices and we have not been able to contribute to worship in 2021 thus far.

Ed McHale

Director of Music

Data Protection Report for 2021 AGM

Our church forms including remain compliant with the Data Protection laws.

Under the Church Representation Rules [2020] we are required to publish and display an up-to-date Electoral Roll following its revision prior to the Annual Meeting but this now must include only names and no other personal information such as addresses. This was implemented in 2020.

As a Parish we continue to e-mail out the weekly pewsheets, the monthly newsletter & prayer diary and occasional special advertising [e.g. for Easter, Mothering Sunday, Harvest or Christmas]. Regular attendees from our congregation have signed up or e-mailed to request which / all publications they wish to receive. Baptism / wedding families who have indicated consent when booking will receive the special advertising. This has been especially useful during the pandemic when churches have been closed and / or attendances limited. Anyone can remove their names from this contact list simply by sending an email reply.

We are not aware of any non-compliance with Data Protection in 2020 and no complaints have been raised. There were no revisions to the policy made in 2020.

The churchwardens continue to oversee Data Protection but would be pleased to hand this on to a Data Protection Officer appointed by the PCC now that the policies are in place and the workload known.

Ed McHale

Safeguarding Report 2020

As we all know the last twelve months have been very different with no children's activities happening in the church.

No DBS reports have been taken since March 2020. The names of those with an up-to-date DBS are on a separate list accompanying this report.

Training and Development

It has not been possible to deliver face to face safeguarding training during the current pandemic and when it can start again is as yet unknown. In view of this Basic and Foundation training is available on line on the Diocese's Safeguarding web page. All of those with safeguarding responsibilities working with children and vulnerable adults are required to undertake Foundation (C1) training every three years.

Moving forward, when Sunday School and other children's activities re-start, all adults who wish to take part working with children, both new and existing volunteers will be required to have a meeting to ensure all DBS and references are up to date.

Joan O'Reilly

Safeguarding Officer

Deane Deanery Synod Report 2020

The Deanery Synod met 3 times in 2020.

The first meeting was pre-covid restrictions and was held at St James' Church, Daisy Hill on Tuesday 4th February with 28 people present. At the meeting, the main agenda item was Mission Action Planning. Rev Andy Salmon, the Diocesan Mission Development Officer, spoke about Mission Action Planning (MAP). He said that financially the picture is gloomy with less money coming into the diocese from Parish Shares and the result is a deficit of approximately £1million. The consequence of this will be fewer clergy. We need to grow in order to pay clergy and maintain our buildings. We need to pray about this and think more strategically. The proposed deanery changes are part of this thinking. Change is a reality and unfortunately not all our churches will survive, but this doesn't mean that God's work will stop. The way that our deanery is organized into teams means that we are already sharing resources and good practice. Andy discussed the findings of the October census over the last five years. Generally, these don't show growth and this is the problem that we need to overcome. However, some churches have grown and if they can so can others. He spoke about making the most of technology and making sure we all have website and use www.achurchnearyou.com/. A discussion then followed and all parishes were invited to share their Mission Action Plans to date.

The second meeting was held on the 10th June and was facilitated via Zoom with 23 people present. At this meeting, the main item was an address by Bishop Mark of Bolton. Bishop Mark reflecting on the bible reading Isaiah 43:18-21, spoke about how we are having to learn to be a Church in a new way. The Church is more than the physical building, it is about people and the community.

Bishop Mark shared instances of good things happening during the lockdown –

- The protestant church in Oman feeding migrant workers
- The positive effect on the environment and how a diocesan conference is being planned to take this forward
 - How worship has been reshaped and refreshed
 - The Believe in Bolton Mission had outreach of over 3,000 people
 - Our God who loves to do new things

Following this there were updates from around the parishes in the deanery as to how churches were coping in the pandemic. Parishes shared ideas about worshipping on-line, how they were pastorally supporting people and how they were keeping church members connected.

The third meeting was held on the 14th October and was facilitated via Zoom with 21 people present. Area Dean Vinny Whitworth started the meeting by explaining that, because of covid restrictions, the celebration to mark the end of the current Deanery structure before a move to the super Deanery model, couldn't happen as intended. Vinny stated that hopefully this would happen in 2021. He went on to say that, despite the very challenging times we had faced, across the Deanery mission had been maintained and even grown in areas with the online presence reaching out to more people than ever. Although it's not been easy there has been lots of hard work. Vinny and Sylvia Smith, Lay Chair, thanked everyone on the current synod for working together to build God's kingdom in Deane. They also thanked everyone who were leaving the current synod.

Following this there were updates from around the parishes in the deanery as to how churches were coping as they had reopened for public worship, following the easing of covid restrictions.

In the ensuing reports, Vinny drew the synod's attention to the Diocesan Vision Document – Proposals for Mission Communities. The proposal is to move to a more sustainable ministry that can grow. By 2025 it is planned that there will be 160 clergy, including stipendiary curates, covering 2.2m people. Within Bolton Deanery there will be 6 missional communities. The Westhoughton Team will remain as it is. Deane and Lostock together with St Bede's will go in to the Horwich Team. This is a discussion document only with nothing set in stone and with a 5 – 10 year timescale. Vinny stated that the new Synod, when it met in 2021 would be discussing this and encouraged parishes to discuss with their PCCs.

PCC Report 2020:

The PCC have met 3 times physically in January, March and December 2020. When it was impossible to meet physically because of covid restrictions, the PCC conducted its business by email on 4 occasions. It has been a difficult year and a lot of the important work of the PCC has had to be put on hold regrettably. However, some aspects of the parishes life and worship have been discussed and important key decisions reached.

☒ **Team Vicar Vacancy:** The PCC heard in the early new year that the Diocese had withdrawn the Team Vicar role and recruitment was suspended due to the ongoing financial difficulties the Diocese was facing.

☒ **Mission Action Planning:** In the early year the PCC revisited the parishes Mission Action Plan. Volunteers for a small group were being sought to revisit and update the plan.

☒ **Risk Assessments:** Following the easing of lockdown restrictions, the PCC agreed various risk assessment documents to open St Bart's Church building first for private prayer and then for services, ensuring necessary procedures and cleaning was in place to be covid secure. In the autumn, St George's DCC worked with St George's School, to reopen St George's church on Sunday mornings.

☒ **Appointment of Self-Supporting Minister in the Team:** In October, the PCC supported the appointment of the Revd Dr Malcolm Wearing as SSM Associate Minister in the Team, with special responsibilities for St James' Daisy Hill.

Kath Norman
PCC Secretary

PCC Treasurer's report to Annual Parish Meeting regarding 2020 accounts

Introduction

2020 was an extraordinary year for all churches including the three in our parish. St Bartholomew's church was closed for a time and since then has been offering only a single service per week with restricted attendance. The George's church closed in March 2020 and only held services again at the end of the year. St Thomas' church also closed in March 2020 and did not reopen that year. Online services have been a great success but cannot replace being in church in person. It is against this background that the 2020 accounts are presented.

Income

Overall income for the parish at £81319 was down by £55000 from 2019. Planned giving plus gift aided donations held up the best at only £600 down. Non-gift aided planned giving and loose plate collections / general donations fell by £9600 and £13750 respectively. A consequence of reduced giving was that our HMRC income tax refund was down to £11228, £3400 down on 2019.

Weddings and funeral income at £16359 was £13800 down on 2019. This includes fees that we pass on to the diocese but nonetheless most of the reduction was felt in the parish.

Income from appeals fell from £10787 in 2019 to £870 in 2020. The £870 includes £525 to the Tower fund.

Perhaps surprisingly the value of our investments increased by £874 in 2020 but this is substantially lower than the £2190 in 2019. £500 was withdrawn from trust funds to pay for a grant to St Bartholomew's school. The small gain in the value of our investments can be regarded as a paper gain as we could only access it by selling our investments.

The 200 club continues to make a useful contribution to funds with a surplus of income over expenditure of £990, slightly down on 2019 as we have lost a few members.

Transfers between accounts (£8000 from the St Bartholomew's deposit account to the current account, £43929 paid to the PCC account by the three churches for Parish share and PCC expenses) are internal within the parish and so are balanced out by a consolidation adjustment so that they do not affect the parish's external accounts.

Clergy cost sharing within the Team reflects the total clergy costs for the four parishes in the Team split in the ratio of the Parish Share allocations. The cost sharing procedure brought us an income of £719. Some quarters in the year see us spending more than the other parishes but some quarters are the other way round, so you will see later there was also an expenditure of £509.

Expenditure

Our Parish Share for 2019, previously known as quota, was £57200. We entered the year with a parish share carry forward of £1529. During the year we paid £51773 including our £11228 gift aid income tax refund. This meant we were £3898 or 6.8% short of paying our parish share.

Ministers' expenses during the year were £1022. The clergy cost sharing procedure has already been mentioned, as have the wedding and funeral fees paid to the diocese. The payments to organists, belfry and funerals fell by £4780 as a consequence of the reduced number of weddings and other services.

All aspects of outreach fell resulting in a reduced expenditure £475 down by £1130 compared with 2019. Buildings and equipment expenditure was similar in most areas to 2019. Church maintenance was down by £7670 but utility costs were up by £4290 due simply to the timing of bills coming in.

Administration costs were mostly down on 2019 except for insurance, again due to timing of bills. Grants were down overall by £3600 due to our reduced activity level.

Overall expenditure for 2020 was £106883 which was £20900 lower than in 2019, but the £55000 reduction in income meant that we ran at a deficit of £25300 compared with a surplus of £8660 in 2019.

Statement of main assets

The total in our investment funds plus the Banco Santander shares at the end of the year was £36597, up by £375 despite withdrawing £500.

The bulk of our assets lie in the various accounts at St Bartholomew's parish church totalling £84915. Please note that this is some £20700 down on 2019. St George's total assets were £7174, down by £1145 and St Thomas £4801, down by £347. £4041 of St Thomas assets are restricted being in the memorial account.

Conclusion

This report contains an unwelcome set of negative numbers, but this is a consequence of a year unlike anything the country has seen in generations. The financial outlook for 2021 is very challenging. Our focus has to be on re-establishing a sound financial basis by the end of the year rather than on the final balance sheet.



St_Barts_PCC_conso
lidation_master 2020

G P Andrews

PCC Treasurer, 26/03/2021

**The Parochial Church Council of the Ecclesiastical Parish of St Bartholomew
including the churches of St Bartholomew's, St George's and St Thomas'**

2020 Accounts

INCOME	St Thomas	St Barts	St George's	PCC	Consol adj	TOTAL (£)
2019						2020
(£) DIRECT GIVING						(£)
29657.29 Gift aided planned giving-envelopes and SO	5243.65	13162.80	9789.55	600.00		28796.00
21979.76 Other planned giving-envelopes and SO	861.57	11367.66	147.90	0.00		12377.13
0.00 Other gift aided donations	0.00	258.00		0.00		258.00
13522.72 Loose plate collections (inc Sunday Schools)	1084.91	1960.25	261.81	0.00		3306.97
14665.92 Tax refund on gift aid giving	1906.75	6603.04	2718.49	0.00		11228.28
0.00 Memorial donations	0.00	0.00		2205.15		2205.15
79825.69	9096.88	33351.75	12917.75	2805.15	0.00	58171.53
OTHER VOLUNTARY INCOME						
4409.15 Gift day and general donations	0.00	782.77	86.84	0.00		869.61
340.62 Donations for youth work	0.00	0.00		0.00		0.00
30200.65 Weddings & Funerals	0.00	16359.00		0.00		16359.00
50.00 Book of Remembrance	0.00	40.00		0.00		40.00
2657.05 Events, Concerts and Refreshments	0.00	380.00	16.93	0.00		396.93
265.00 Votive candle stand	0.00	302.50		0.00		302.50
485.00 Donations for flowers	60.00	0.00		0.00		60.00
360.00 Income from bell ringing	0.00	0.00		0.00		0.00
38767.47	60.00	17864.27	103.77	0.00	0.00	18028.04
APPEALS						
776.33 Christian Aid	0.00	0.00	65.00	0.00		65.00
646.58 Donations for Royal British Legion	0.00	0.00		0.00		0.00
241.12 Bishop's fund	0.00	0.00		0.00		0.00
274.70 Children's Society	0.00	0.00		0.00		0.00
0.00 Pretoria Pit	0.00	0.00		0.00		0.00
82.00 Gift for minister	0.00	0.00	0.00	305.00		305.00
2000.00 Mayor's charity	0.00	205.00		0.00		205.00
0.00 Urban outreach	0.00	0.00				0.00
487.31 Christmas charities	0.00	0.00		0.00		0.00
300.00 Bolton Hospice	0.00	0.00		0.00		0.00
5979.15 Tower fund		525.00				525.00
0.00 Namibia	0.00	0.00		0.00		0.00
0.00 Miscellaneous appeals	0.00	0.00		0.00		0.00
10787.19	0.00	730.00	65.00	305.00	0.00	1100.00

INCOME FROM INVESTMENTS							
2190.01	Revaluation of investments	0.00	0.00		0.00	874.73	874.73
1153.43	Bank interest	29.10	719.87	0.30	0.00		749.27
46.66	Dividends	0.00	0.00		24.03		24.03
0.00	Received from trust funds	0.00	0.00		500.00	-500.00	0.00
3390.10		29.10	719.87	0.30	524.03	374.73	1648.03
INCOME FROM TRADING							
1935.00	200 club	0.00	0.00		1880.00	0.00	1880.00
0.00	Sale of magazines and advertising space	0.00	0.00		0.00	0.00	0.00
605.00	Room Hire	0.00	0.00			0.00	0.00
2540.00		0.00	0.00	0.00	1880.00	0.00	1880.00
OTHER SUNDRY INCOME							
0.00	Transfers between accounts	0.00	8000.00		43929.43	-51929.43	0.00
739.96	Clergy cost sharing within the Team				719.71		719.71
0.00	Sundries	0.00	0.00				0.00
739.96		0.00	8000.00	0.00	44649.14	-51929.43	719.71
EXTRAORDINARY ITEMS							
379.18	Sequestration account	0.00	0.00		0.00	0.00	0.00
0.00	Insurance reimbursement	0.00	0.00		0.00	0.00	0.00
0.00	Bank Error corrections	0.00	0.00		0.00	0.00	0.00
0.00	New Horizons, distribution of surplus funds on closure	0.00	0.00		0.00	0.00	0.00
5.70	Balancing adjustment	2.00	-0.19		0.00	0.00	1.81
384.88		2.00	-0.19	0.00	0.00	0.00	1.81
136435.29	INCOME TOTALS	9187.98	60665.70	13086.82	50163.32	-51554.70	81549.12

EXPENDITURE

2019 (£)	ITEM	St Thomas	St Barts	St George's	PCC	Consol adj	2020 (£)
	WORK OF THE CHURCH						
	Leadership						
1177.15	Ministerial expenses		500.00			522.72	1022.72
4000.00	PCC expenses (including quota)	6000.00	29045.00	8781.93		-43826.93	0.00
52952.26	Cof E Quota	1906.75	6603.04	2718.49		40545.00	51773.28
317.30	Clergy cost sharing within the Team					509.72	509.72
0.00	Deanery & other subscriptions					60.00	60.00
58446.71		7906.75	36148.04	11500.42		41637.44	53365.72
	Services						
10586.00	Manchester DBF (weddings & Funerals)		9663.00			0.00	9663.00
1292.78	Church Services expenses	6.63	757.07	0.00		51.50	815.20
8833.00	Organists and choir	550.00	4857.50	48.00			5455.50
2330.00	Vergers	0.00	929.00			0.00	929.00
1000.00	Payments to bell ringers		0.00			0.00	0.00
24041.78		556.63	16206.57	48.00		51.50	16862.70
	Outreach						
688.79	Training and education (inc Sunday School)	0.00	0.00	0.00		167.88	167.88
0.00	Mother and Toddler	0.00	0.00			0.00	0.00
0.00	Urban outreach	0.00	0.00			0.00	0.00
489.77	Luncheon Club	0.00	217.28			0.00	217.28
423.05	Concerts and events	0.00	0.00	0.00		0.00	0.00
0.00	Youth work	0.00	89.34				89.34
1601.61		0.00	306.62	0.00		167.88	474.50
	Buildings and Equipment						
2928.35	Council tax / water rates	0.00	0.00			2676.72	2676.72
10243.67	Church maintenance (incl. cleaning)	0.00	2500.49	70.00			2570.49
3911.00	Churchyard maintenance	0.00	3911.80				3911.80
385.00	Rectory / Vicarage maintenance	0.00	0.00			0.00	0.00
7734.03	Utilities	0.00	11973.57	50.00			12023.57
387.73	Flowers and materials	68.58	0.00	0.00		0.00	68.58
124.00	Purchase of church equipment	0.00	160.00	0.00		0.00	160.00
25713.78		68.58	18545.86	120.00		2676.72	21411.16

Adminstration						
1807.99	Printing, postage and stationery	0.00	149.24	0.00	622.26	771.50
550.00	Examiner's fees	0.00	0.00		0.00	0.00
297.00	Sundry	0.00	0.00			0.00
1138.92	Equipment maintenance / rental	0.00	0.00		1354.26	1354.26
1315.08	Telephones and internet	0.00	893.22		546.36	1439.58
363.00	Website fees	0.00	0.00		325.00	325.00
293.32	Copyright licence	140.00	0.00	162.00		302.00
0.00	Bank charges	0.00	0.00			0.00
434.67	Planned giving envelopes	0.00	0.00		442.49	442.49
1363.65	Insurance	759.53	2350.48	632.36		3742.37
0.00	Stewardship campaign materials	0.00	0.00		0.00	0.00
0.00	Transfers between accounts	0.00	8000.00		0.00	0.00
7563.63		899.53	11392.94	794.36	3290.37	-8000.00
GRANTS						
274.70	Children's society	0.00	0.00		0.00	0.00
5509.88	Church Schools	0.00	992.12	1560.13	0.00	2552.25
674.00	Royal British Legion Poppy appeal	0.00	0.00	25.00	0.00	25.00
0.00	Church council grants to School Governors	0.00	0.00		500.00	500.00
816.58	Christian Aid	0.00	0.00	81.25	0.00	81.25
0.00	Mayors Charity	0.00	0.00		0.00	0.00
361.12	Bishops fund	0.00	0.00		0.00	0.00
0.00	Young adult / youth work	0.00	0.00		0.00	0.00
200.00	Winter charities	0.00	200.00		0.00	200.00
120.24	Miscellaneous	103.35	1358.00			1461.35
1169.45	Namibia	0.00	0.00		0.00	0.00
0.00	Gift for minister	0.00	0.00	102.50	407.50	-102.50
0.00	Bolton Hospice	0.00	300.00		0.00	300.00
9125.97		103.35	2850.12	1768.88	907.50	-102.50
EXPENSES OF TRADING						
890.00	200 Club winners plus licence fee				890.00	890.00
138.00	Crux magazine	0.00	0.00		0.00	0.00
1028.00		0.00	0.00	0.00	890.00	0.00
EXTRAORDINARY ITEMS						
264.42	Sequestration account				0.00	0.00
-12.50	Write-back of uncashed cheques from previous year	0.00			-25.00	-25.00
0.00	Transfer to PCC		0.00			0.00
251.92		0.00	0.00	0.00	-25.00	0.00
127773.40	EXPENDITURE TOTALS	9534.84	85450.15	14231.66	49596.41	-51929.43
8,661.89	NET SURPLUS/(DEFICIT)	-346.86	-24784.45	-1144.84	566.91	374.73
						-25334.51

STATEMENT OF MAIN ASSETS

2019 (£)		St Thomas	St Barts	St George's	PCC	Consol adj	TOTAL	2020 (£)
Investments and bequests								
10,552.63	White Horse School - sale of nursery	0.00	0.00		10065.70		10065.70	10065.70
12,967.43	G&A Grundy Memorial Fund-income to St Barts	0.00	0.00		13862.86		13862.86	13862.86
8,196.91	Hart Common Sunday School and mission Church	0.00	0.00		8231.72		8231.72	8231.72
4,188.94	Thomas Smith bequest	0.00	0.00	0.00	4188.94		4188.94	4188.94
316.20	Banco Santander Shares	0.00	0.00	0.00	247.62		247.62	247.62
36222.11		0.00	0.00	0.00	36596.84	0.00	36596.84	36596.84
Bank accounts and cash balances								
St Bartholomew's								
17,582.96	Current Acc 40013757		6023.70				6023.70	6023.70
4,908.65	Gift aid account 80773344		3870.93				3870.93	3870.93
79,537.41	CBF Deposit Fund 624108001D		71537.41				71537.41	71537.41
250.65	Choir		250.46				250.46	250.46
3,229.41	Belfry Fund		3169.41				3169.41	3169.41
191.28	Luncheon Club		64.00				64.00	64.00
St George's								
£ 7,995.28	Current Account			6850.14			6850.14	6850.14
£ 324.27	Clubs and Societies reserve			324.57			324.57	324.57
£ -	Cash in hand			0.00			0.00	0.00
St Thomas's								
813.59	Current Account	446.21					446.21	446.21
-	Cash in hand	0.00					0.00	0.00
4,041.88	Memorial Fund	4070.98					4070.98	4070.98
293.01	Flower Fund	284.43					284.43	284.43
PCC								
20,199.49	Current Account				20766.40		20766.40	20766.40
139,147.88		4801.62	84915.91	7174.71	20766.40	0.00	117658.64	117658.64
175,369.99	Asset Totals	4,801.62	84,915.91	7,174.71	57,363.24	-	154,255.48	154,255.48

The use of the following funds is restricted: G&A Grundy Memorial Fund, Sale of White Horse nursery, Thomas Smith bequest, St Thomas Memorial fund.
£6,504.15 in the St Bartholomew's deposit account is restricted (Tower fund).



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name

the PCC of the Ecclesiastical Parish of St Bartholomew Westhoughton

On accounts for the year
ended

31st December 2020

Charity no
(if any)

1136063

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

Responsibilities and
basis of report

As the charity's trustees, 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 all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report 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:

Date:

31st March 2021

Name:

Nigel Ginniff

Relevant professional
qualification(s) or body

Barrister at Law of England and Wales

(if any):

Address:

Section B Disclosure

Only complete if the examiner needs to highlight material 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.