

**St Mary Magdalene, Ashton-on-Mersey
with Sale West Community Church**

Church of England Diocese of Chester

**Annual Report
and
Financial Statements
of the
Parochial Church Council**

For the year ended 31 December 2019

Incumbent:

The Revd Stephen Rankin
20 Beeston Road
Sale
Cheshire

Banks:

HSBC
Stamford New Road
Altrincham
Cheshire

Co-operative Bank plc
Balloon Street
Manchester

NatWest
Warrington Street
Ashton-under-Lyne
Lancashire

**PAROCHIAL CHURCH COUNCIL OF
ST MARY MAGDALENE, ASHTON ON MERSEY
with SALE WEST COMMUNITY CHURCH**

Annual Report for the Year Ended 31 December 2019

1. ADMINISTRATIVE

St Mary's PCC has the responsibility of working with the incumbent, the Revd. Stephen Rankin, in furthering the mission of the church in the whole parish: pastoral, evangelistic, social and ecumenical. The PCC also has maintenance responsibilities for the Church and Church Centre. No member of the PCC is paid any remuneration.

Membership of the PCC

Members of the PCC are elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC:

Incumbent:	Revd Stephen Rankin, Chair
Associate Vicar:	Revd Jane Beaumont
Wardens:	Matthew Holland, Helen Jarvis and Anne Keast (from April 2019)
Representatives on the Deanery Synod:	Avtar Diggwa, Jeff McBurney, Rosemary Sigee, and Barrie Lund
Pastoral workers:	Olly Douglas (until April 2019), Alan Douglas (until April 2019), Gill Hart, Mags Holt and Ann McBurney
Readers:	Stewart Darlow, Brian Macfaden (Treasurer), Outi Rankin and Lynne Raphael
Elected members:	David Atkinson Jeremy Barnes Ian Beaumont (until April 2019) Janet Darlow Lee Hardy (from April 2019 until December 2019) Joan Heys (Assistant Treasurer) Lorna Hitchin (Vice Chair) Helen Jarvis Elaine Jones Matthew Kay Anne Keast Barbara Shimmings Ian Thwaites

2. STRUCTURE, GOVERNANCE & MANAGEMENT

Standing Committee:

This is the only committee required by law. It has power to transact the business of the PCC between its meetings, subject to any directions given by the Council.

Finance Committee:

This is comprised of all members of the Standing Committee and three elected members of the PCC. It oversees the general financial dimension of the work of the PCC.

Other committees and working parties:

9.30am, 11.15am, SWCC, 7pm and Fuel Leadership Teams; Maintenance; Grounds; Youth and Children; Pastoral Visiting; Missions Group, Small Group Leaders; Pre-School Group Management.

The PCC employs an Administration & Operations Manager, Receptionist & Parish Administrator, Parish Finance Officer, Administration Assistant, Youth Pastor, Children's Pastor, Café Manager and eight staff to run the Pre-School Group 'Butterflies'.

The PCC provides three School Foundation Governors for St Mary's C of E Primary School; is the Trustee for Glebelands Trust (All Saints' C of E School); and supports the work of Sale West Community Church as it works within the parish of St Mary's.

Church attendance:

The number on the electoral roll at the 2019 APCM was 389.

3. REVIEW OF THE YEAR

The PCC meets up to ten times during a year with a high level of attendance. Committees meet between meetings, and working parties are set up for tasks. During 2019 the PCC discussions ranged over several topics including:

- Church committees
- Sale West Updates
- Parish Development, Staffing & Interns
- Funding for Missions
- Christmas Market
- Budgets
- Discipleship strategy
- Pay review
- Butterflies pre-school group
- Bishop of Chester update
- Church heating

Financial Review:

In 2019 our income exceeded our expenditure by £24,903. One-off donations totalling £25,431 and the closure of the Church Reordering Fund contributed to this surplus.

Our primary income stream is voluntary giving from church members. We also have significant income from the Butterflies Pre-School Group and Church Centre lettings; both of these are offset by costs incurred.

We donate 10% of our previous year's giving to missions, both in the UK and overseas, and in 2019 this amounted to £29,825. In addition we donate all of the income from the Christmas Market to missions.

During the year we closed the Church Reordering Fund. The reordering is complete and all bills have been paid. The remaining balance of £10,122, which relates to a tax refund, was transferred to our Maintenance and Development Fund.

4. INVESTMENT POLICY AND RESERVES

We hold cash at the bank, including short term deposits, of £115,774. All money in unrestricted funds is held in order to meet general running costs of the church and activities.

We require reserves for working capital to balance our income and expenditure streams. This allows us to pay salaries, bills and expenses in a timely manner without having to wait for income to come in. It also covers variations in income and expenditure over the year. From experience a minimum of £50,000 in current accounts is required for this purpose.

We hold additional reserves to smooth out the variability in our income year to year, allowing us to budget for multi-year expenditure such as salaries, to meet urgent maintenance needs and to allow us to respond to opportunities as they arise.

Cash not required for day to day operations is held on deposit with the CBF Church of England Investment Fund

The trustees are confident that, together with regular income pledged by church members, there are sufficient reserves to support ongoing commitments for the next twelve months.

5. FUNDS HELD AS CUSTODIAN TRUSTEE

No funds are held as custodian trustee.

6. PUBLIC BENEFIT STATEMENT

We use our facilities for public worship, pastoral care and spiritual, moral and intellectual development; we promote Christian values and service by members of the church in and to the community, to the benefit of individuals and society as a whole.

Education – contributing to the spiritual and moral education of children and young people.

Social Action – provide training and assistance for volunteers who are competent to assist clergy in providing Christian services, visiting the sick and comforting the bereaved.

7. STATEMENT OF TRUSTEES RESPONSIBILITIES IN RESPECT OF THE TRUSTEES ANNUAL REPORT AND THE FINANCIAL STATEMENTS

Under charity law, the trustees are responsible for preparing the Trustees Annual Report and the financial statements for each financial year which properly present the state of affairs of the charity and of the excess of income over expenditure for that period.

In preparing these financial statements, generally accepted accounting practice entails that the trustees:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements comply with the trust deed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are required to act in accordance with the trust deed of the charity, within the framework of trust law. They are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by them under section 132(1) of the Charities Act 2011, those statements of accounts comply with the requirements of regulations under that provision. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

On behalf of the PCC



Revd Stephen Rankin

**INDEPENDENT EXAMINER'S REPORT TO THE PAROCHIAL CHURCH COUNCIL OF ST MARY
MAGDALENE, ASHTON-ON-MERSEY WITH SALE WEST COMMUNITY CHURCH**

YEAR ENDED 31 DECEMBER 2019

I report to the PCC on my examination of the accounts of the above charity for the year ended 31 December 2019 set out on pages 6 to 13.

RESPONSIBILITIES AND BASIS OF REPORT

As the PCC 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 Charity'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 the Institute of Chartered Accountants for England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention which give me reasonable 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 applicable requirements concerning the form and content of accounts set out in 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.



Mrs Susan Suchoparek FCA

30th March 2020

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, ASHTON-ON-MERSEY

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 December 2019

	Note	Unrestricted Funds 2019 £	Restricted Funds 2019 £	TOTAL 2019 £	TOTAL 2018 £
INCOMING RESOURCES	2				
Voluntary income (direct giving)		290,928	-	290,928	298,926
Other voluntary income		44,674	-	44,674	24,087
Gross income from events and activities		108,807	-	108,807	113,069
Other ordinary income		8,018	-	8,018	26,120
Income from trading		47,759	-	47,759	46,344
Income from investment		214	-	214	61
TOTAL INCOMING RESOURCES		£500,400	-	£500,400	£508,607
RESOURCES USED	3				
Grants		39,254	-	39,254	40,031
Support costs		61,770	-	61,770	60,973
Directly relating to the work of the church		311,751	1,027	312,778	379,665
Fund raising and publicity		83	-	83	121
Church management/administration		61,612	-	61,612	56,639
TOTAL RESOURCES USED		£474,470	£1,027	£475,497	£537,429
Net incoming resources		25,930	(1,027)	24,903	(28,822)
NET MOVEMENT IN FUNDS		£25,930	(£1,027)	£24,903	(£28,822)
BALANCES BROUGHT FORWARD AT 1 JANUARY		521,524	11,149	532,673	561,495
TRANSFERS BETWEEN FUNDS		10,122	(10,122)	-	-
BALANCES CARRIED FORWARD AT 31 DECEMBER		£557,576	-	£557,576	£532,673

**PAROCHIAL CHURCH COUNCIL OF
ST MARY MAGDALENE, ASHTON ON MERSEY**

BALANCE SHEET AT 31 DECEMBER 2019

	Note	2019 £	2018 £
FIXED ASSETS			
Tangible fixed assets	5	437,128	437,128
Investment assets	9	131,079	110,619
		<hr/>	<hr/>
		£568,207	£547,747
CURRENT ASSETS			
Debtors	7	8,017	7,311
Short term deposits		43,637	9,215
Cash at bank and in hand		72,137	82,363
		<hr/>	<hr/>
		£123,791	£98,889
LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR			
	8	(3,343)	(3,344)
		<hr/>	<hr/>
NET CURRENT ASSETS	6	£120,448	£95,545
		<hr/>	<hr/>
NET ASSETS		£688,655	£643,292
		=====	=====
FUNDS			
Unrestricted	10	557,576	521,524
Restricted	11	-	11,149
Endowment	9	131,079	110,619
		<hr/>	<hr/>
		£688,655	£643,292
		=====	=====

Approved by the Parochial Church Council on 23rd March 2020 and signed on its behalf by:

The Revd Stephen Rankin (Chairman)



Ms Lorna Hitchin (Vice Chair)



The notes on pages 9 to 13 form part of these accounts

**PAROCHIAL CHURCH COUNCIL OF
ST MARY MAGDALENE, ASHTON ON MERSEY**

**CASH FLOW STATEMENT
for the year ended 31 December 2019**

	2019	<i>2018</i>
	£	£
Cash flows from operating activities		
Surplus/(Deficit) for the year	24,903	(28,822)
<i>Adjustments for:</i>		
Interest receivable and similar income	(214)	(61)
Interest payable and similar charges	-	-
Increase/decrease in other debtors	(706)	61
Decrease/increase in other creditors	(1)	(11,807)
Net cash from operating activities	23,982	<i>(40,629)</i>
Cash flows from investing activities	214	61
Net cash from investing activities	214	<i>61</i>
Cash flows from financing activities		
(Interest paid)	-	-
Church Re-ordering loans repaid	-	(34,315)
Net cash from financing activities	-	<i>(34,315)</i>
Net increase/(decrease) in cash and cash equivalents	24,196	(74,883)
Cash and cash equivalents as at 1 January	91,578	166,461
Cash and cash equivalents at 31 December	115,774	<i>91,578</i>
	=====	=====

ANALYSIS OF CASH AND CASH EQUIVALENTS

	2019	<i>2018</i>
	£	£
Cash at bank and in hand	72,137	82,363
Short term deposits	43,637	9,215
Total cash and cash equivalents	115,774	<i>91,578</i>
	=====	=====

**PAROCHIAL CHURCH COUNCIL OF
ST MARY MAGDALENE
ASHTON ON MERSEY**

**NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019**

1 ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations together with Charities Statement of Recommended Practice Financial Reporting Standards 102 (SORP FRS102).

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards.

Funds

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC. These include funds designated for a particular purpose by the PCC.

The purpose of any restricted funds is noted in the accounts.

The accounts include transactions, assets and liabilities for which the PCC can be held responsible. They do not include the accounts of church groups that owe an affiliation to another body nor those that are informal gatherings of church members.

Incoming Resources

Voluntary income and capital sources

Collections are recognised when made.

Amounts receivable under covenant are recognised only when honoured by the covenanter.

Income tax recoverable on covenanted or gift aid donations is recognised when claimable.

Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.

Funds raised by the fete, garden party and similar events are accounted for gross.

Sales of books and magazines from the church bookstall are accounted for gross.

Other ordinary income

Rental income from the letting of church premises is accounted for when earned.

Parochial fees due to the PCC for weddings, funerals etc are accounted for on an event by event basis.

Income from investment

Dividends and interest are accounted for when due. Tax recoverable on such income is accrued for on the same basis.

Investment gains and losses

Realised gains or losses are recognised when investments are sold. Unrealised gains or losses are accounted for on revaluation of investments at 31 December.

Application of Resources

Grants

Grants and donations are accounted for when paid.

Fixed assets

Consecrated land and buildings and movable church furnishings

Consecrated and beneficed property is excluded from the accounts by s.96(2)(c) of the Charities Act 1993.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be an inalienable property. All expenditure incurred during the year on consecrated or beneficed buildings and movable church furnishings, whether maintenance or improvement, is written off.

Other land and buildings

Other land and buildings held on behalf of the PCC for its own purposes is valued at cost. No depreciation is charged against such properties but any expenditure on maintenance or minor improvement is written off as incurred. Improvement expenditure in excess of £40,000 is capitalised.

Other fixtures, fitting and office equipment

Equipment used within the church hall is depreciated on a straight line basis over 4 years. Individual items with a purchase price of £5,000 or less are written off in the period in which the asset is acquired.

Investments

Investments are valued at market value at 31 December.

Current assets

Amounts owing to the PCC at 31 December in respect of fees, rents or other income are shown as debtors less any provision for amounts that may prove uncollectable.

Short-term deposits include cash held on deposit either with the Central Board of Finance or at the bank.

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, ASHTON-ON-MERSEY
NOTES TO THE FINANCIAL STATEMENT (continued)
For the year ended 31 December 2019

2 INCOMING RESOURCES	Unrestricted Funds 2019 £	Restricted Funds 2019 £	TOTAL 2019 £	TOTAL 2018 £
<i>2(a) Voluntary income (direct giving)</i>				
Planned giving	210,303	-	210,303	217,904
Income tax recovered on Gift Aid	51,743	-	51,743	53,961
Giving received gross of Income Tax	14,890	-	14,890	16,870
Collections (open plate) other than planned giving	13,992	-	13,992	10,191
	<u>290,928</u>	<u>-</u>	<u>290,928</u>	<u>298,926</u>
<i>2(b) Other voluntary income</i>				
Fund raising income	9,243	-	9,243	8,212
Donations, appeals	25,431	-	25,431	10,375
Legacies	10,000	-	10,000	1,500
Grants received	-	-	-	4,000
	<u>44,674</u>	<u>-</u>	<u>44,674</u>	<u>24,087</u>
<i>2(c) Gross income from events and activities</i>				
Lunch Fellowship	2,940	-	2,940	2,925
Church Bookstalls	958	-	958	1,381
Pre-School Group	91,170	-	91,170	95,460
Flower Fund	-	-	-	955
Social Fund	2,048	-	2,048	1,226
Café	9,383	-	9,383	8,313
Caterpillars	1,666	-	1,666	1,903
Off Limits	642	-	642	906
	<u>108,807</u>	<u>-</u>	<u>108,807</u>	<u>113,069</u>
<i>2(d) Other ordinary income</i>				
Service fees	1,908	-	1,908	3,128
Administration service charges	400	-	400	400
VAT recovered	-	-	-	17,892
Rent received	5,710	-	5,710	4,100
Sales of fixed assets	-	-	-	600
	<u>8,018</u>	<u>-</u>	<u>8,108</u>	<u>26,120</u>
<i>2(e) Income from trading</i>				
Church Centre lettings	47,759	-	47,759	46,344
	<u>47,759</u>	<u>-</u>	<u>47,759</u>	<u>46,344</u>
<i>2(f) Income from investment</i>				
Interest received	214	-	214	61
	<u>214</u>	<u>-</u>	<u>214</u>	<u>61</u>
TOTAL INCOMING RESOURCES	<u>£500,400</u> =====	<u>-</u> =====	<u>£500,400</u> =====	<u>£508,607</u> =====

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, ASHTON-ON-MERSEY
NOTES TO THE FINANCIAL STATEMENT (continued)
For the year ended 31 December 2019

	Unrestricted Funds 2019 £	Restricted Funds 2019 £	TOTAL 2019 £	TOTAL 2018 £
3 RESOURCES USED				
<i>3(a) Grants</i>				
Missionary and charitable giving:				
Church overseas:				
Missionary societies	16,448	-	16,448	17,694
Relief and development agencies	5,073	-	5,073	1,806
Home missions and other Church Societies	16,798	-	16,798	13,090
Secular charities	935	-	935	7,441
	<u>39,254</u>	<u>-</u>	<u>39,254</u>	<u>40,031</u>
<i>3(b) Support costs</i>				
Parish training and mission	2,957	-	2,957	686
Junior Church/Youth	5,244	-	5,244	5,574
Children's Pastor	21,014	-	21,014	22,105
Youth Pastor	29,298	-	29,298	28,551
Equip Partners	-	-	-	322
Equip Interns	3,257	-	3,257	3,735
	<u>61,770</u>	<u>-</u>	<u>61,770</u>	<u>60,973</u>
<i>3(c) Directly relating to the work of the Church</i>				
Ministry: Parish Share	125,712	-	125,712	122,655
Clergy expenses	3,593	-	3,593	3,727
Clergy housing costs	7,575	-	7,575	8,708
Church & Services costs	15,012	-	15,012	14,277
Church Utilities	8,458	-	8,458	10,393
Church Centre running costs	25,081	-	25,081	30,121
Expenditure on:				
Church Bookstalls	846	-	846	1,141
Lunch Fellowship	2,051	-	2,051	3,238
Pre-School Group	97,956	-	97,956	92,333
Social Fund	913	-	913	1,101
Flower Fund	-	-	-	890
Café	12,711	-	12,711	7,193
Off Limits	671	-	671	840
Caterpillars	1,558	-	1,558	1,466
Administration	6,790	-	6,790	5,525
Major repairs	2,824	1,027	3,851	76,057
	<u>311,751</u>	<u>1,027</u>	<u>312,778</u>	<u>379,665</u>
<i>3(d) Fund raising and publicity</i>				
Cost of stewardship/fundraising	<u>83</u>	<u>-</u>	<u>83</u>	<u>121</u>
	<u>83</u>	<u>-</u>	<u>83</u>	<u>121</u>
<i>3(e) Church management and administration</i>				
Secretarial/administration salaries	59,331	-	59,331	55,002
Employer pension costs	1,921	-	1,921	1,187
Professional Fees	360	-	360	450
	<u>61,612</u>	<u>-</u>	<u>61,612</u>	<u>56,639</u>
TOTAL RESOURCES USED	£474,470	£1,027	£475,497	£537,429
	=====	=====	=====	=====

PAROCHIAL CHURCH COUNCIL OF ST MARY MAGDALENE, ASHTON ON MERSEY

NOTES TO THE FINANCIAL STATEMENT (continued)

For the year ended 31 December 2019

	2019	<i>2018</i>
	£	£
4 STAFF COSTS		
Wages, Salaries, National Insurance and Pensions	<u>190,317</u>	<u>183,521</u>

During the year the PCC employed a Youth Pastor, Children's Pastor, Pre-School Group Manager and Assistants, Café Manager, Administration & Operations Manager, Parish Finance Officer, Receptionist & Parish Administrator, Administration Assistant and Cleaner, none of whom earned £60,000 p.a. or more. Procedures set out in our Conflicts of Interest Policy have been followed in any matter involving a related party to a trustee.

5 FIXED ASSETS FOR USE BY THE PCC	Freehold land and buildings
	£
BALANCE at 31 December 2018 and 31 December 2019	437,128
	=====

The freehold land and buildings as at 31 December 2019 comprise the houses located at 23 Rydal Avenue, Sale, and 109 Ascot Avenue, Sale.

6 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total £
Fixed Assets	437,128	-	131,079	568,207
Current Assets	120,448	-	-	120,448
Fund balance	<u>£557,576</u>	<u>-</u>	<u>£131,079</u>	<u>£688,655</u>
	=====	=====	=====	=====

7 DEBTORS	2019	<i>2018</i>
	£	£
	8,017	7,311
	=====	=====

8 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019	<i>2018</i>
	£	£
Accruals	346	801
Accrued Income	1,460	1,137
Accrued Agency	1,537	1,406
	<u>£3,343</u>	<u>£3,344</u>
	=====	=====

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2019

9 FUND DETAILS

The Endowment Fund comprises the following permanent endowments:

1. The Ashton-on-Mersey St Mary Endowment Fund, which allows income arising to be used for stipend payment for the incumbent of the parish.
2. The Fielder Memorial Trust, which allows income arising to be spent on the upkeep of the Fielder Memorial Window (church east window) and other ornaments to the church.

	Balance at 31.12.2019	<i>Balance at 31.12.2018</i>
	£	£
St Mary's Endowment Fund	123,849	104,288
Fielder Memorial Trust	7,230	6,331
	<u>£131,079</u>	<u>£110,619</u>
	=====	=====

10 UNRESTRICTED FUNDS

	£	£
Balance brought forward at 1 January	521,524	519,069
Surplus in year	25,930	2,455
Transfer from restricted	10,122	-
	<u>£557,576</u>	<u>£521,524</u>
	=====	=====

11 RESTRICTED FUNDS

	£	£
Balance brought forward at 1 January 2019	11,149	42,426
Funds raised in year	-	18,910
Resources used in year	(1,027)	(50,187)
Transfer to unrestricted	(10,122)	-
	<u>-</u>	<u>£11,149</u>
	=====	=====

There was one restricted fund relating to the Church Re-ordering Appeal. This has been completed in the year and the remaining balance, relating to a tax refund, has been transferred to the Maintenance and Development Fund.

12 LINKED CHARITY

The PCC is the trustee of an unregistered charity called the All Saints Church of England School, known as the Glebelands Trust. The charity owns a piece of land and property on Glebelands Road Sale which is rented out. Net income is applied at the discretion of the PCC. Total reserves as at 31 December 2019 were £107,540.