

**ST.PETER’S CHURCH, WOOLTON**

**Annual Report and Accounts of the Parochial Church Council for the year ended 31st December 2018**

Registered with the Charity Commission

Charity number 1132014



**ADMINISTRATIVE INFORMATION** St Peter’s Church, Church Road, Woolton L25 5JF. Official correspondence to Parish Office, Simon Peter Centre, Church Road, Woolton, L25 5JF.

**PCC members** the following people served as trustees on the PCC during 2018. Elections take place at the APCM in April of each year with Churchwardens being elected annually, a third of ordinary PCC members each year and Deanery Synod members elected every 3 years. It is practice that lay readers are elected to stand as *ex officio* PCC members. This is voted on annually at the APCM.

*Incumbent* Revd Kip Crooks *Curate* Revd Andy Radford *Readers* Mr Alistair Fletcher Mrs Dot Baker Mr Ian McColl Mrs Ann Pope (emeritus)

*Churchwardens* Mr Brian Ricketts Mr Terry van Eker

*Assistant to the warden* Mr Chris Lee

*Deanery Synod representatives* Mrs Gill Dottie Dr Susan Craig Mr John Moore

*Elected members until 2019* Mrs Gill Dottie Mr Chris Lee Mrs Kate Daly Mrs Susan West

*Elected members until 2020* Ms Helen Winsland Mr Jack Hayes Mrs Andrea Redmond Mrs Joan Adams

*Elected members until 2021* Dr Nicola Hawkes Dr Lynne Roberts Dr Susan Craig Mr David Harrison Mrs Gwen Rawlinson

*Buildings Supervisor* Mr Brian Siddall  *Director of Music* Mr Michael Thwaite *Safeguarding Officer* Mrs Kate Daly *Vulnerable Adults Coordinator* Revd Paul Holt *Recorder* Mr Tim Warn *Gift Aid Secretary* Mrs Sue Beecroft *Health & Safety Officers* Mrs Gill Chambers Mr Andy Ford *Bankers* Barclay’s Bank, Allerton Road, Woolton L25 A*rchitect* Mr David Watkin

Day to day management control of the church is exercised by the Standing Committee – Rector, Wardens, Treasurer, Secretary – contactable via church 0151 428 6810

**Structure, Management and Governance** St Peter’s Woolton PCC is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church representation rules.

The PCC is a charity registered with the Charity Commission; Charity number 1132014.

All members of the PCC are registered as trustees with the Charity Commission.

The method of appointment of PCC members is set out in the Church Representation Rules. All church members are encouraged to register on the Electoral Roll and stand for election to the PCC. Councillors are elected for a term of three years.

The PCC operates three subcommittees: Standing Committee Finance and Fabric Mission Committee

Membership of the subcommittees comprises:

*Standing Committee* Incumbent, Churchwardens, Treasurer, Secretary.

*Finance and Fabric committee* Incumbent, Churchwardens, Treasurer, Secretary , Buildings’ Supervisor, Mrs Sue Beecroft (Chair), Mr Tudor Roberts.

*Mission Committee* Mr Ian McColl (Chair), Mrs Louise Davison, Mr Stephen McArdle, Revd Kip Crooks, Revd Andy Radford and Mrs Gwen Rawlinson(secretary).

PCC members receive induction training including trustee responsibilities, basic health, safety and risk assessment and child protection procedures.

Risk Assessments To identify major risks, the Finance & Fabric Committee consider risk assessments. Procedures are put into place to manage those risks and minimise their impact on the life of the church.

Financial Risks An annual budget is prepared to ensure short term viability. Actual results compared with budget are reported at every Finance & Fabric meeting. This committee reviews the investments held by the PCC annually. Investments are only made in approved low risk funds approved for charity use.

Health and Safety Specific procedures for recording incidents were put in place and an appropriate policy was approved in May 2018 and will be reviewed in May 2019.

Safeguarding 108 adult have been formally checked and hold current DBS certificates. A Safeguarding policy and ongoing training procedure were originally agreed formally by the PCC in 2007 and last reviewed in 2016.

Vulnerable Adults A vulnerable adults’ policy and training procedures for pastoral visitors was agree by the PCC in 2014and is subject to annual review. Nine members of the congregation have been through the training scheme and working under the supervision of our vulnerable adults coordinator.

**Who we are**

St. Peter’s, in the heart of Woolton Village, is a busy, lively Church. Our Sunday Services and Children’s groups attract around 400 people each week. We have many all age groups attached to our Church that meet on both a weekly and monthly cycle and continue to expand activities on offer to our local community through ‘The Hub’, a Church run community base housed within the Simon Peter Centre on Church Road. We are known world wide as the “Beatles Church”. The grave of Eleanor Rigby can be found in our Churchyard, We are a stop-off point on the Fab 4 Taxi Tour!

**Objectives and Activities**

The general functions of the PCC are stated within section 2 of the Parochial Church Councils (Powers) Measure 1956.

The PCC (Powers) measure 1956 states that the PCC “is to co-operate with the minister in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social, and ecumenical”

When planning our activities for the year, the PCC gave consideration to the Charity Commission’s guidance on public benefit and, in particular, the specific guidance to charities concerned with the advancement of religion.

**Our objectives for 2018 were to provide the following public benefits, we refer to these benefits as the Four Pillars of Mission:**

**To maintain and improve the church building to further the mission and increase sustainability**

**To expand our ministry with Young People and invest in the church of the future**

**To provide opportunities for every member of the congregation to progress in their spiritual journey**

**To use our resources and talents to spread the word of God through outreach and evangelism**

**Our Activities for the year were to provide the following public benefits**

**To love the Lord our God and be open to Him through**

* Making our services more accessible to those with no experience of church.
* Holding regular public worship open to all.
* Regularly reviewing our services in order to enhance the beauty of our worship.
* Welcoming children into the main Sunday service for a short relevant act of worship before proceeding to appropriate age-related group sessions in the Church Hall, the Simon Peter Centre and Bishop Martin CE School, whilst also providing a managed crèche for babies and toddlers.

**To love our neighbours and be open to them**

* By carrying out pastoral work including visiting the sick, bereaved and baptismal families.
* By providing monthly home communion, from a trained communion team, for those unable to attend church.
* By visiting residential homes for the elderly and the Marie Curie Centre.
* By taking weekly religious collective worship assemblies at Bishop Martin C.E. Primary School plus visits to Woolton County Primary School.
* By providing a weekly youth club with a Christian ethos.
* By providing a twice weekly toddlers’ group (including mums, dads, grandparents) for the community with Christian ethos.
* By providing a fortnightly lunch club for senior citizens.
* By continuing to tithe our total income for use in local, national and international charities.

**To love each other through fellowship**

* By continuing to meet regularly with our ecumenical partners in the village and continue with ecumenical events when and where appropriate.
* By continuing with teaching programmes previously held – Life groups, Marriage and Baptism preparation.
* By providing a trained prayer ministry team at the end of the main Sunday service.
* By holding at least two Alpha courses for any interested people from both the church and/or community.

**In 2018 we:**

* Held Alpha courses, a marriage preparation course and several baptism preparation evenings
* Held training events for prayer evenings, children’s and youth leaders.
* Took part in local ecumenical activities – meeting around the Cross on Good Friday, carol singing at the December Farmers’ Market. The clergy of the three churches visited the shops meet several times during the year.
* Continued with the Life Group studies with the groups developing their own study focus. choosing their own based on teaching in Sunday (sermons are available for listening to on the church website www.stpeters-woolton.org.uk)
* Continued to develop the Hub at the Simon Peter Centre, with many varied activities taking place during the week.
* Continued our links with the churches in Liverpool South Deanery.
* Held a second Crib service on the Sunday before Christmas. This was an amazing service featuring a younger, less well behaved donkey than Marley who made a second appearance on Palm Sunday.
* Held a series of invitations /events from Back to Church Sunday up to Christmas. The events were wide ranging with a superb evening hosting the “African Children’s Choir”; an outing to Bowness; the Bentley Operatic Choir; 2 Remembrance services; Cloud Nine music/dance evening at Hope University, featuring our own band; a men’s curry night; final Alpha evening; Toy Service; Christingle and traditional Carol Service. Some events were in conjunction with fundraising for Encontro com Dias in Brazil where we have a charitable link.

The PCC is pleased with its achievements against objectives set out in the previous section. The following section highlights the areas of activity and performance during 2018.

The electoral roll remains steady at 380 (407 in 2017)

Worship: two Sunday services are held each week plus a monthly informal service. In addition, a weekly Thursday morning Communion service is held.

Typical attendance at our services is:

Sunday 8.00am 30 Communion

Sunday 10.30am 240 Main Service

Thursday 10.30am 20 Communion

Many weddings and funerals take place during the year.

**Pastoral care and service to our community remains very important.**  Canon Joyce Marsden leads a bereavement course several times in the year. Revd Paul Holt leads a pastoral care team which meets regularly and receives ongoing training. The residential homes, sheltered housing units and housebound members of the church receive monthly visits from the pastoral care team.

The luncheon club continues to be held on alternate Thursdays after the Thursday communion when approximately 20 people receive a sandwich lunch!

The PCC appoint Foundation Governors from church members to the Governing Body of Bishop Martin Church of England Primary School.

We continue the link with Woolton County Primary School by church Assemblies and inviting groups of children to “Experiencing Christmas” and “Experiencing Easter”.

**Youth and children’s work continues** to be an important part of the church. TheSunday schools and Tuesday Link Clubs flourish with considerably more than 100 children and young people. The continued success of our children’s ministry is a tribute to our dedicated leaders. Ensuring sufficient leaders for each of the groups continues to be an ongoing challenge.

The uniformed organisations continue to do well. Ruth Fletcher continues in the role of ‘Family Champion’ looking at the families who have come through St Peter’s over the years for Baptism to see how connections can be improved in the future. All of this is undergirded by the work of Kate Daly, recently taken over as Safeguarding Officer from Lorraine Ricketts.

The toddlers’ group (Minnows) remains popular with 40 plus children on roll, as is the First Steps group of 3-5 years on a Sunday morning.

Our relationship with Bishop Martin CE School remains strong, with weekly school worship in church where parents and carers are welcome, special services and contributions to the RE curriculum. Chair of school Governors Joan Adams has been appointed to PCC and presents a monthly report on all aspects of the school.

**Church buildings** inspections are continually held by our Buildings Supervisor, Mr Brian Siddall, who also carries out small repairs himself and aided by Mr Brian Townley. The team has been strengthened by Mr Tudor Roberts in an advisory capacity.

**THIS IS OUR VISION FOR THE FUTURE**

**To be growing in love for God**

* Through transforming encounters with God by His word and Spirit
* Through helping all ages grow in relationship with God
* Through all our services including baptisms, weddings and funerals

**To be growing in love for each other**

* Through building a caring fellowship where all can belong
* Through knowing God’s Word deeply and working out our calling in relationship with one another
* Through testifying to God’s faithfulness in joys, trials and suffering; praying for and carrying one another’s burdens
* Through using our talents/resources/gifts to build one another up and serve.

 **To be growing in love for the world**

* By praying for our frontlines, city and world; by using our talents and gifts there
* By testifying to god’s love, being salt and light where we re placed in the world – local, national and international

**Financial Review**

**General Funds**

In 2018 we generated £267,549 of unrestricted income and spent £268,894 on general expenditure. With interest and gains on investments the net reduction of funds for the year was £797.

The majority of our income came from church members who support the church regularly through our planned giving scheme. We received £197,201 of planned giving in the year including the tax recovered on gift aid. This is a reduction from £198,998 in 2017.

Other sources of income included other one-off donations and offertory plate collection, fees, rent from the church hall and sales of Beatles related items and memorabilia.

The church does not receive income from either the government or the diocese.

***Other Funds***

During the year we have continued to invest in screens and projectors in the church to improve audio visual accessibility following a generous donation in 2013. At 31 December 2018 £3,305 remains in the fund for future investment. A further £15,000 was donated to the Giving in Grace appeal specifically to support the employment of a Youth Worker, £6,240 of this has been spent during the year and a further £2,300 of the original Giving in Grace donation spent on maintaining the fabric of the buildings. £24,835 remains in the Giving in Grace fund £24,835, £8,760 in respect of donation to support the employment of the Youth Worker.

***Giving***

The PCC maintained its commitment to giving away 10% of congregational giving to other mission and charities. In 2018 we have committed to donate £21,745 of unrestricted funds to other charities, principally through the work of the mission committee but also through specific collections in church services and through other one-off donations.

***Land and Buildings***

The three properties owned by the church have not been revalued in 2018 and no depreciation has been charged on them. Revaluation of the hall and Simon Peter Centre are problematic due to the restrictions on their use and their location in a conservation area. The value of the Linkside Road property remains reasonable given the overall housing market and location of the property. The Trustees have deemed that specialist valuation costs would not be an effective use of charity funds and there are no plans to dispose of the properties.

***Reserves policy***

The PCC aims to maintain a balance on unrestricted funds that equates to three months of unrestricted fixed payments, to ensure that the short term costs of the charity can be met if sources of income decrease unexpectedly. This would equate to reserves of around £67,000. In addition, a maintenance/repairs reserve has been established to manage unexpected and large emergency repairs. At 31 December 2018 we held £39,721 of net current assets within unrestricted funds and £30,000 within the maintenance/repairs designated fund (see note 10). We would like to improve this level of reserves going forward to be fully compliant with Charity Commission and Diocesan recommended levels.

***2019 Forecast***

Our budget for 2019 projects income of £259,193 and day to day running costs of £257,983, which include employment costs to support the vision for 2019. The PCC recognises their duty to maintain the fabric of the buildings and as such has identified a number of projects which must be undertaken during 2019, with this in mind an additional £25,000 has been budgeted to be spent during the year.

**Statement of Financial Activities for the year ended 31 December 2018**



The notes on pages 13 to 18 form part of these accounts

**Balance Sheet as at 31 December 2018**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Note** |  | **2018** |  | **2017** |
|  |  |  |  **£** |  | **£** |
|  |  |  |  |  |  |
| **FIXED ASSETS** |  |  |  |  |  |
| Tangible  | 5 |  | 902,408 |  | 900,000 |
| Investment  | 6 |  | 47,383 |  | 48,348 |
|  |  |  |   |  |   |
|  |  |  | **949,791** |  | **948,348** |
| **CURRENT ASSETS**Stocks |  |  | 213 |  | 0 |
| Debtors | 7 |  | 3,655 |  | 6,343 |
| Short term deposits |  |  | 28,127 |  | 28,071 |
| Cash at bank and in hand |  |  | 91,292 |  | 98,017 |
|  |  |  |  |  |  |
|  |  |  | **123,287** |  | **132,431** |
| **LIABILITIES** |  |  |  |  |  |
| Creditors - amounts falling due in one year | 8 |  | (13,851) |  | (29,441) |
|  |  |  |   |  |   |
| **NET CURRENT ASSETS/(LIABILITIES** |  |  | 109,436 |  | 102,990 |
|  |  |  |   |  |   |
| **TOTAL ASSETS LESS CURRENT LIABILITIES** |  |  | 1,059,227 |  | 1,051,338 |
|  |  |  |  |  |  |
|  |  |  |   |  |   |
| **TOTAL NET ASSETS** |  |  | **1,059,227** |  | **1,051,338** |
|  |  |  |  |  |  |
| **PARISH FUNDS** |  |  |  |  |  |
| Unrestricted |  |  | 958,508 |  | 959,305 |
| Designated | 9 |  | 30,000 |  | 30,000 |
|  Restricted | 9 |  | 33,720 |  | 24,563 |
|  Endowment | 9 |  | 36,999 |  | 37,470 |
|  |  |  |   |  |   |
|  |  |  | **1,059,227** |  | **1,051,338** |

The notes on pages 13 to 19 form part of these accounts

**Approved by the Parochial Church Council on 12 March 2019 and signed on its behalf by**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rector**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Church Warden**

**Statement of Cash Flows for the Year ended 31 December 2018**

|  |  |
| --- | --- |
|  | **TOTAL FUNDS** |
|  | **2018** |  | **2017** |
|  | £ |  | **£** |
|  |  |  |  |
| **Cash flows from operating activities:** |  |  |  |
| Net cash provided by/(used in) operating activities | **(8,265)** |  | **54,765** |
|  |  |  |  |
| Cash flows from investing activities: |  |  |  |
| Dividends and interest | **1,596** |  | **1,502** |
|  |  |  |  |
| Change in cash and equivalents in the accounting period |  |  |
|  | (6,669) |  | 56,267 |
| Opening cash and cash equivalents | 126,088  |  | 69,821 |
| **Closing cash and cash equivalents** | **119,419** |  | **126,088** |

|  |
| --- |
| **Reconciliation of net income/(expenditure) to net cash flow from operating activities** |
|  | **TOTAL FUNDS** |
|  | **2018** |  | **2017** |
|  | £ |  | **£** |
|  |  |  |  |
| Net movement in funds for the reporting period | 7,889 |  | 35,135 |
| Adjustments for: |  |  |  |
| Increase in Fixed Assets |  (3,210) |  | 0 |
| Depreciation | 802 |  | 0 |
| (Gains)/losses on investments | 965 |  | (2,620) |
| Dividends and interest | (1,596) |  | (1,502) |
| (Increase)/Decrease in debtors | 2,475 |  | (4,913) |
| Increase/(Decrease) in creditors | (15,590) |  | 28,665 |
| Net cash provided  |  |  |  |
| Net cash provided by/(used in) operating activities | (8,265) |  | 54,765 |
|  |  |  |  |
|  |  |  |  |
| Analysis of cash and cash equivalents: |  |  |  |
| Short term deposits | 28,127 |  | 28,071 |
| Cash at bank and in hand | 91,292 |  | 98,017 |
| Total cash and cash equivalents | 119,419 |  | 126,088 |

**Notes to the Accounts**

1. **Accounting Policies**
	1. **Accounting Convention**

The financial statements have been prepared under the historic cost convention (as modified for the revaluation of certain investments). They have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS102), Church Accounting Regulations 2006, applicable UK Accounting Standards and the Charities Act 2011.

* 1. **Funds**

Where there is legal restriction on the purpose to which a fund may be put, the fund is classified in the accounts as a restricted fund. Other funds are classified as unrestricted funds. Those funds which are not legally restricted but which the Trustees have chosen to earmark for set purposes are classified funds.

Endowment funds are restricted funds where the capital must be maintained. Income arising from the investment may be used for restricted or unrestricted purposes depending on the purpose for which the fund was established.

* 1. **Incoming resources**

All incoming resources are included in full in the Statement of Financial Activities (SOFA) as soon as three factors can be met:

* Entitlement – where the charity has a legal and enforceable right to the resource
* Certainty – where there is reasonable certainty that the incoming resource will be received
* Measurement – where the value of the incoming resource can be measured with sufficient reliability.

 Therefore planned giving, collections and donations are only recognised once they are received. Grants and legacies are accounted for when the PCC is legally entitled to them and the amount can be reasonably estimated.

 All incoming expenditure is accounted for gross.

* 1. **Resources expended**

All expenditure is recognised once there is a legal, constructive obligation to make a payment to a third party.

* Costs of generating funds comprise the costs associated with attracting voluntary income and costs of running fundraising events.
* Church expenditure comprises those costs incurred by the charity in the running of the church and delivery of its activities and services for its beneficiaries.
* Governance costs are minimal and are therefore disclosed in note xx and not separately identified on the SOFA.
	1. **Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with section 10 of the Charities Act 2011.

The Church buildings included in the accounts are valued at the insured value and are therefore not depreciated. No value is placed on movable church furnishings held by the Church Wardens on special trust for the PCC. These require a faculty for disposal as the PCC considers them to be inalienable property.

Equipment used within the church is capitalised where its purchase price exceeds £1,000. Assets are depreciated on a straight-line basis over the estimated life of the asset. Most equipment is depreciated over four years.

* 1. **Investments**

Investments are valued at their market value as at 31 December.

1. **Incoming Resources**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  | **Designated** |  | **Restricted** | **Endowment** |  | **TOTAL FUNDS** |
|  |  |  |  | **Funds** |  | **Funds** |  | **Funds** |  | **Funds** |  | **2018** |  | **2017** |
|  |  |  |  | **£** |  | **£** |  | **£** |  | **£** |  | **£** |  | **£** |
| 2a | **Voluntary Income** |  |  |  |  |  |  |  |  |  |  |  |
|  | Planned Giving |  | 197,201 |  | 0 |  | 0 |  | 0 |  | 197,201 |  | 198,998 |
|  | Collections (open plate) |  | 20,252 |  | 0 |  | 0 |  | 0 |  | 20,252 |  | 16.994 |
|  | Donations |  |  | 12,168 |  | 0 |  | 20,300 |  | 0 |  | 32,468 |  | 36.228 |
|  | Grant income |  |  | 0 |  | 0 |  | 0 |  | 0 |  | 0 |  | 0 |
|  | Legacy |  |  | 0 |  | 0 |  | 0 |  | 0 |  | 0 |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | 229,621 |  | 0 |  | 20,300 |  | 0 |  | 249,921 |  | 252,220 |
| 2b | **Activities for Generating Funds** |  |  |  |  |  |  |  |  |  |  |  |
|  | Branch activities |  |  | 9,920 |  | 0 |  | 0 |  | 0 |  | 9,920 |  | 9,622 |
|  | Other activities |  |  | 2,931 |  | 0 |  | 0 |  | 0 |  | 2,931 |  | 8,014 |
|  |  |  |  |  |  |  |  |  |  |  |  |   |  |  |
|  |  |  |  | 12,851 |  | 0 |  | 0 |  | 0 |  | 12,851 |  | 17,636 |
| 2c | **Income from Investments** |  |  |  |  |  |  |  |  |  |  |  |
|  | Dividends and Interest |  | 554 |  | 0 |  | 0 |  | 1,042 |  | 1,596 |  | 1,502 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | 554 |  | 0 |  | 0 |  | 1,042 |  | 1,596 |  | 1,502 |
| 2d | **Income from Church Activities** |  |  |  |  |  |  |  |  |  |  |  |
|  | Weddings and funeral fees |  | 19,193 |  | 0 |  | 0 |  | 0 |  | 19,193 |  | 18,488 |
|  | Rent from church hall |  | 5,330 |  | 0 |  | 0 |  | 0 |  | 5,330 |  | 5,901 |
|  | Events |  |  | 0 |  | 0 |  | 0 |  | 0 |  | 0 |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | 24,523 |  | 0 |  | 0 |  | 0 |  | 24,523 |  | 24,389 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **TOTAL INCOMING RESOURCES** | **267,549** |  | **0** |  | **20,300** |  | **1,042** |  | **288,891** |  | **295,747** |

**3. Resources Expended**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **Unrestricted** |  | **Designated** |  | **Restricted** | **Endowment** |  | **TOTAL FUNDS** |
|  |  |  | **Funds** |  | **Funds** |  | **Funds** |  | **Funds** |  | **2018** |  | **2017** |
|  |  |  | **£** |  | **£** |  | **£** |  | **£** |  | **£** |  | **£** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 3(a) | **Church Activities** |  |  |  |  |  |  |  |  |  |  |
|  | Missionary and charitable giving: |  |  |  |  |  |  |  |  |  |  |
|  |  | Donations to support missionary and other work | 21,745 |  | 0 |  | 2,500 |  | 0 |  | 24,245 |  | 25,892 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Ministry |  |  |  |  |  |  |  |  |  |  |  |
|  |  | Parish Share | 124,485 |  | 0 |  | 0 |  | 0 |  | 124,485 |  | 122,041 |
|  |  | Staff expenses | 4,518 |  | 0 |  | 0 |  | 0 |  | 4,518 |  | 4,308 |
|  |  | Staff salaries. Recruitment & Training | 45,731 |  | 0 |  | 6,240 |  | 0 |  | 51,971 |  | 32,649 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Church and property running expenses |  |  |  |  |  |  |  |  |  |  |  |
|  |  | Heating and lighting | 9,783 |  | 0 |  | 0 |  | 0 |  | 9,783 |  | 9,443 |
|  |  | Insurance | 9,196 |  | 0 |  | 0 |  | 0 |  | 9,196 |  | 8,164 |
|  |  | Council Tax and Water rates | 6,075 |  | 0 |  | 0 |  | 0 |  | 6,075 |  | 8,388 |
|  |  | Church maintenance | 24,704 |  | 0 |  | 2,403 |  | 0 |  | 27,107 |  | 29,116 |
|  |  | Depreciation | 802 |  | 0 |  | 0 |  | 0 |  | 802 |  | 0 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | Teaching materials | 4,455 |  | 0 |  | 0 |  | 0 |  | 4,455 |  | 4,750 |
|  | Stationery and telephone | 4,245 |  | 0 |  | 0 |  | 0 |  | 4,245 |  | 4,856 |
|  | Sundry expenses | 3,441 |  | 0 |  | 0 |  | 0 |  | 3,441 |  | 1,901 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  | 259,180 |  | 0 |  | 11,143 |  | 0 |  | 270,323 |  | 251,508 |
| 3(b) | Costs of generating funds |  |  |  |  |  |  |  |  |  |  |  |
|  |  | Cost of trading, fetes and other events | 1,324 |  | 0 |  | 0 |  | 0 |  | 1,324 |  | 1,839 |
|  |  | Branch activities | 8,390 |  | 0 |  | 0 |  | 0 |  | 8.390 |  | 9,885 |
|  |  |  | 9,714 |  | 0 |  | 0 |  | 0 |  | 9,714 |  | 11,724 |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  | **Total Resources Expended** | **268,894** |  | **0** |  | **11,143** |  | **0** |  | **280,037** |  | **263,232** |

1. **Staff Costs**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  | **2018** |  | **2017** |
|  |  |  | **£** |  | **£** |
| Wages and Salaries |  |  | 51,138  |  | 36,278 |
| Social Security Costs |  |  | 0 |  | (3,651) |
| Pension Costs |  |  | 189  |  | 22 |
| Transfer from Giving in Grace Fund |  |  | (6,240) |  | 0 |
|  |  |  | **45,087** |  | **32,649** |

There were five staff members employed by the PCC during 2018. Four were part time, one was in full-time employment, three of the staff members were recruited during the year. The post of Youth Worker was funded by a donation from the Giving in Grace fund.

1. **Payments to PCC Members and Related Parties**

One member of staff is closely related to a PCC member, the Trustees of the charity. Their remuneration is reviewed by the Fabric and Finance Committee and approved by the Trustees as a whole.

Other Trustees and related parties have been reimbursed only for direct expenses incurred during the period. No Trustee has approved their own payments.

1. **Fixed Assets**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Land and buildings** |  | **Equipment** |  | **Total** |
| Cost | **£** |  | **£** |  | **£** |
| At 1 January 2018 | 900,000 |  | 1,036 |  | 901,036 |
| Additions | 0 |  | 3,210 |  | 3,210 |
|  |  |  |  |  |  |
| At 31 December 2018 | 900,000 |  | 4,246 |  | 904,246 |
|  |  |  |  |  |  |
| Depreciation |  |  |  |  |  |
| At 1 January 2018 | 0 |  | 1,036 |  | 1,036 |
|  |  |  |  |  |  |
| Charge for the Year | 0 |  | 802 |  | 802 |
| At 31 December 2018 | 0 |  | 1,838 |  | 1,838 |
|  |  |  |  |  |  |
| Net book value |  |  |  |  |  |
| At 31 December 2018 | 900,000 |  | 2,408 |  | 902,408 |
|  |  |  |  |  |  |

The Simon Peter Centre has been valued on the assumption that it is the property of the PCC but no title deeds are known to exist. The separate valuation of the Simon Peter Centre incorporated in the accounts is £240,000.

1. **Investments**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | **2018** |  | **2017** |
|  |  | **£** |  | **£** |
| Market value at 1st January 2018 | 48,348 |  | 45,728 |
| Disposal at carrying value |  | 0 |  | 0 |
| Purchases at cost |  | 0 |  | 0 |
| Revaluation (loss)/gain |  | (965) |  | 2,620 |
| Market value at 31st December 2018 | 47,383 |  | 48,348 |

**The market value at 31st December 2018 represents investments for:**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **£** |  |  | **£** |
| Unrestricted funds |  |  | 16,379 |  |  | 16,872 |
| Endowment funds |  |  | 31,004 |  |  | 31,476 |
|  |  |  | 47,383 |  |  | 48,348 |

1. **Debtors**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **2018** |  |  | **2017** |
|  |  |  | **£** |  |  | **£** |
|  |  |  |  |  |  |  |
| Prepayments  |  | 3,376 |  |  | 2,824 |
| Other Debtors |  |  | 279 |  |  | 3,519 |
|  |  |  |   |  |  |   |
|  |  |  | 3,655 |  |  | 6,343 |

All debtors arise from unrestricted funds.

1. **Creditors**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **2018** |  |  | **2017** |
|  |  |  | **£** |  |  | **£** |
| Accruals for utilities and other costs |  | 5,382 |  |  | 6,810 |
| Other creditors |  |  | 8,471 |  |  | 22,631 |
|  |  |  |  |  |  |  |
|  |  |  | 13,853 |  |  | 29,441 |

All creditors are due within one year and arise from unrestricted funds.

1. **Funds**

The designated fund is set aside by the PCC for major repairs. The PCC plans to increase this over time when funds are available. No increase has been proposed for 2018.

Endowment funds are invested on the PCC’s behalf by Liverpool Diocese and relate to several different graves and churchyard funds to be used on the maintenance of graves and the churchyard. The Mary Jane Cross Fund is a separate endowment fund, not controlled by the PCC, and therefore not included in these financial statements - but funds are received from time to time to be spent on the relief of the poor in the parish. At 31 December 2018 the PCC held £2,780 of Mary Jane Cross Fund monies which are held in restricted funds to be distributed by the Rector in 2018.

The PCC held other restricted funds at the start of 2018. A further restricted fund was created during 2018

* 1. In 2013 funds were given for expenditure on projectors and screens within Church premises. At 31 December 2018 the remaining balance was £3,305 to be spent on on-going investment in and maintenance of the screens, microphones and sound desk in the church.
	2. During 2018 a further £15,000 was donated to the Giving in Grace appeal to support the employment of a Youth Worker, £6,240 of this has been spent along with a further £2,300 in maintaining the fabric of the Church.
	3. A Deanery grant of £2,500 and a Back to Church grant of £300 were also received.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Fund movements** |  |  | **Restricted** |  | **Designated Fund** |  | **Endowment** |
|  |  |  | **£** |  | **£** |  | **£** |
| Balance at 1st January 2018 | 24,563 |  | 30,000 |  | 37,470 |
| Incoming resources |  | 20,300 |  | 0 |  | 0 |
| Investment income |  | 0 |  | 0 |  | 1,042 |
| Resources expended |  | (11,143) |  | 0 |  | 0 |
| Investment gain |  | 0 |  | 0 |  | (471) |
| Transfers |  |  | 0 |  | 0 |  | (1,042) |
|  |  |  |  |  |  |  |  |
| Balance at 31st December 2018 |  | 33,720 |  | 30,000 |  | 36,999 |

1. **Analysis of Net Assets by Fund**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  | **Unrestricted**  |  | **Designated** |  | **Restricted** |  | **Endowment** |  | **Total** |
|  |  |  | **Funds** |  | **Funds** |  | **Funds** |  | **Funds** |  | **2018** |
|  |  |  | **£** |  | **£** |  | **£** |  | **£** |  | **£** |
| Tangible fixed assets |  |  | 902,408 |  | 0 |  | 0 |  | 0 |  | 902,408 |
| Investment fixed assets |  |  | 16,379 |  | 0 |  | 0 |  | 31,004 |  | 47,383 |
| Current Assets |  |  | 53,572 |  | 30,000 |  | 33,720 |  | 5,995 |  | 123,287 |
| Liabilities |  |  | (13,851) |  | 0 |  | 0 |  | 0 |  | (13,851) |
|  |  |  |  |  |  |  |  |  |  |  |  |
| **Fund balance at 31 December 2018** | 958,508 |  | 30,000 |  | 33,720 |  | 36,999 |  | 1,059,227 |

1. **Net Incoming Resources**

Net incoming resources are stated after charging:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  | **2018** |  | **2017** |
|  |  |  | **£** |  | **£** |
| Independent examiner’s remuneration | 0 |  | 0 |
| Other governance costs |  |  | 0 |  | 0 |
| Operating lease rentals - office equipment | 648 |  | 648 |

**Independent Examiner’s Report (SORN**

Report the parochial Church Council PCC of St Peter’s Church on the accounts for the year ending

31st December 2018 as set out on pages 7-16 of your annual report.

**Respective responsibilities of trustees** **and Examiner**

The PCC are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. The charity’s gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Chartered Institute of management Accountants.

It is my responsibility to

* Examine the accounts under section 145 of the Charities Act
* To follow procedures laid down in the general Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act and
* To state whether particular matters have come to my attention.

**Basis of Independent Examiner’s Statement**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a “true and fair” view and the report is limited to those matters set out in the statement below.

**Independent Examiner’s Statement**

in connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

accounting records were not kept I accordance with section 130 of the Charities Act

or the accounts do not accord with the accounting records

I 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.

Date

Karen Gornall ACMA GCMA

Chartered Management Accountant

City business & Accountancy Services Ltd

Springwood House

4 Rose Lane

Mossley Hill

Liverpool

L18 5ED