



Parochial Church Council of St. Chad's Church
Pattingham with Patshull

Trustees' Annual Report and Financial Statements

Year ending 31 December 2014

Charity Number: 1151604

Trustees' annual report for the year ending 31 December 2014

Aim and Purposes

St Chad's Parochial Church Council (PCC) has the responsibility, in coordination with the Vicar, of promoting in the Ecclesiastical Parish the whole mission of Church pastoral, evangelistic, social and ecumenical.

It is also responsible for the maintenance and upkeep of St Chad's church and churchyard at Patshull Road, Pattingham and for the churchyard of St Mary's, Patshull.

Objectives and Activities

The PCC is committed to enabling as many people as possible to worship at our church and to become part of our parish community at St Chad's. The PCC maintains an overview of worship throughout the Parish and makes suggestions on how our services can involve the many groups that live within our parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, the Vicar and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the church of St Chad - that of St Mary is the responsibility of the Churches Conservation Trust. Work has continued in 2014 to prepare the way for an enhancement to the south porch, with the planned addition of glass doors; also to provide an effective audio-visual system which will we hope both enhance our worship and enable greater visibility and participation within services.

Our Mission Action Plan was revised in December 2014, and will be further reviewed in 2015 by the existing and newly elected PCC. In addition, a process of consulting more widely with those using our Church building has begun and will feed into this.

The Church is blessed by a large number of volunteers who all contribute to and enhance the life and worship that takes place week by week. These include members of the choir, bell ringers, sides people, providers of refreshments and cake, flower arrangers, brass cleaners, servers, readers of lessons and intercessors and an army of helpers for Messy Church and other activities that we do in conjunction with our church school. To this number can be added those who assist with our major events in the Community - notably the annual Bells Run and the biennial Scarecrow Festival.

Achievements and Performance

During 2014 we saw our numbers for 'Usual Sunday Attendance' drop slightly to 90 adults and 14 under 16s (2013 figures - 94 and 17 respectively), however, this in fact conceals a 'real' growth in attendance for children as several of our older young people have now passed beyond the age of 16 and so are counting as adults. There has also been a new and possibly more accurate means of recording the numbers week by week. The PCC also began a process of very actively reviewing our outreach and mission to the community.

Messy Church continues to be popular both with those attending and with the volunteers who enable it to happen. We are now established in the new venue of the Village Hall, which has advantages of space and facilities for preparing the shared meal, which has been much appreciated. The downside is one of cost - meaning that we are keeping the frequency of Messy Church events to around 4 per year at present. But this helps to ensure that enthusiasm and energy levels remain high. We have also begun using the "Experience Festivals" material produced by the Diocese of Gloucester, and this proved very rewarding and involved a good number of our volunteers who rose to the challenges involved magnificently!

Our association with St Chad's CE School continues to be a leading aspect of our mission strategy as a church. School end of term services continue to be a delight and are very well supported among the parents/carers. The whole school Eucharist on St Chad's Day is a very moving event and enabled Staff, Governors and members of the usual congregation to come and take part in an act of worship with the children.

The ministry team continues to benefit from the experienced and enthusiastic participation and leadership of the Revd. Paul Snape and Dr. Kenneth Scott. Their individual ministry in the parish is very highly valued. They are able to ensure a high level of pastoral care is always available. We said farewell to our former Organist, Colin Harper, in February 2014 and were pleased to welcome his replacement as Director of Music, Helen Emery, in April. During the 'interregnum' we were very well served by the talented John Fellows. Helen is making a significant contribution to developing the music not only choral, but also instrumental as she encourages our young people who play occasionally for Youth Services.

The Incumbent, Revd. Preb. Maureen Hobbs, was formally 'translated' from Priest-in-Charge to Vicar in 2014 as our Parish was taken out of Suspension of Patronage. This event was duly celebrated with a quarter peal being rung on our bells and with a celebration following our Harvest Festival Service.

With the unavailability of Patshull Hall and continuing practical problems to using St Mary's, it is not really feasible to use St Mary's during the winter months. However we have used it twice during past year – on the occasion of Rogation Sunday and to celebrate St Mary's Patronal Festival in early September. Carol singing at the Dartmouth Arms PH in Burnhill Green in December was repeated – this time inside the Pub one evening, with the landlord providing some mulled wine and mince pies to follow. This was well received (not least by the choir) and at least ensured some outreach in this part of the parish – which is difficult to achieve. We are hopeful that something extra around Harvest time may be achievable.

The number of weddings celebrated at St Chad's was fewer this year at just 9 – although there is again an increased number booked for 2015. And there were also fewer baptisms – 26 – although the previous year had been truly outstanding. We continue to invite those applying from a neighbouring parish to hold their baptisms in our church with their own Vicar (the Team Vicar from the Church in Perton) officiating.

The PCC's policy is to offer the possibility of marriage to divorcees at the discretion of the Vicar. Baptisms are conducted during a main act of worship whenever possible and practicable, but are also offered on Sunday afternoons on occasion with strong encouragement to the family to attend a main service as soon as possible afterwards, so that the child may be welcomed formally into the family of the church. Baptism preparation has been revised and is now being offered in church at a group session where children and godparents are welcome and lay members of the congregation encouraged to attend and support them. Similarly, group marriage preparation is offered to couples preparing for marriage, in addition to individual meetings with the clergy.

2014 saw a further drop in the number of funerals taken – reflecting, we believe, that Pattingham is a relatively healthy place to live (!) (*although the advent of secular celebrants affecting our figures cannot be ruled out*). Ten services were held in church and a further six at local Crematoria – giving a total of 16 in total.

We continue to offer three services every Sunday using both the BCP and Common Worship, including Holy Communion and Sung Evensong with the monthly addition of an Iona style evening service – one of which had a particular focus on prayer for healing. There is a monthly, less formal, Family Service, also an evening Youth Service and monthly Sunday School. Mid-week worship in the form of a BCP Communion continues to attract a regular congregation of around 12 - 15 people - most of whom also enjoy a time of fellowship afterwards at our weekly 'drop in' cafe providing tea, coffee and cake.

The church Fellowship Group meets on alternate Wednesdays through the year for prayer, discussion and Bible Study, with the exception of Lent during which its members attend the Lent Group. In 2014 we introduced the new 'Pilgrim' short courses with video input from the Internet with the Fellowship Group. The Lent course was based on the film "*Chocolat*" and proved very popular – as were the chocolate goodies provided at the end!

Social media are now being regularly employed as a means of mission and publicity within the parish. Thanks to Mrs Kate Hore a Facebook page for the church has now been established and is attracting considerable interest. This is in addition to the well used website created and maintained by Mr Mike Coope and our more conventional parish magazine and cards publicising service-times around the festivals of Christmas and Easter.

The PCC is proposing to review our communications strategy during 2015.

During 2014 we explored the viability of joining with the Covenanting Group of Churches in West Wolverhampton. (*We formally joined with them in January 2015*). During 2014 we also hosted the placement of an Ordinand from Queens Theological College, Ness Tobin, and were pleased to welcome her and her family as new members of our Church family – even though we recognise this can only be a temporary arrangement. We look forward to supporting Ness with our prayers as she anticipates Ordination in 2015 and are very grateful for the ministry she has shared with us.

We also participated throughout 2014 in the 'Close the Gap' initiative (which has now been re-named *For-Richer-For-Poorer* and is gaining an international connection). There have been pulpit swaps between the clergy and occasional shared services both at St Alban's, Ashmore Park, Wednesfield – our partner church – and here in Pattingham. Some members of our congregation have also supported the occasional 'Treasured' programme of events at St Alban's – missional activity aimed at women in the community. St Chad's PCC held an 'away day' at St Alban's, in early December, which proved very useful in our Mission Action Planning process. Further developments during 2015 are awaited with interest.

Financial Review

The overall surplus of £17,960 is made up of:

- | | | |
|--------------------------------|----------|---|
| • Butler Fund | £19,197 | - may only be spent on maintenance of the church building |
| • Church bells and Organ funds | £2,012 | - may only be spent on the church bells and organ |
| • Church Porch Fund | £25 | - may only be spent on the porch doors |
| • General Fund | (£3,274) | - deficit on day-to-day activities. |
| | £17,960 | |

The day-to-day deficit of £3,274 is a major improvement from the previous two years: 2013 (deficit of £10,025) and 2012 (deficit of £10,186).

As a result of successive years of unsustainable deficit and level income, the PCC launched its "Digging Deeper" stewardship campaign in October. The financial target of the campaign is for the PCC to have a balanced budget in its day-to-day activities from 2016.

Church members, and the wider community, were provided with detailed information on the PCC's finances (income and expenditure) and asked to review their level of voluntary giving. The immediate impact was that the church received £5,550 in one-off donations (including gift aid tax recovered) and an additional grant of £3,603. Without these, the deficit would have increased to over £12,000. *It is imperative that regular giving increases for the target to be met.*

Reserves Policy

It is a PCC policy to maintain a balance on unrestricted funds (if possible) to maintain all monthly payments to be made as well as enough to cover emergency situations that may arise from time to time.

It is our policy to invest our funds balances with the CBF Church of England Deposit Fund.

Structure, governance and management

PCC Constitution: "The Parochial Church Council is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The PCC is a charity registered with the Charity Commission for England and Wales. Charity registration number: 1151604.

The PCC members are responsible for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be raised and spent.

There are twelve elected members of the Council serving for a term of three years. One third of these retires each year (and is eligible for immediate re-election). This policy helps to ensure continuity of experience and policies whilst providing opportunities for new members to join and contribute.

The PCC has two operating or sub committees that meet as required between the meetings of the full PCC:

- The *Standing Committee* required by law, consists of the Priest-in-Charge, the Wardens, the Secretary and the Treasurer. It transacts the business of the council between meetings subject to any directions given by the council.
- The *Finance Committee* reviews financial matters including preparing budgets.

In addition special committees meet to organise various events.

Administrative Information

St Chad's Church is situated in the Bullring, Pattingham, WV6 7DU. It is part of the Diocese of Lichfield within the Church of England.

Members of the PCC are either ex officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

PCC Secretary: Jane Horton, Green Haven, Wolverhampton Road, Pattingham, Wolverhampton WV6 7AD.

During 2014, the following served as members of the PCC:

Chair:	The Revd. Preb. Maureen Hobbs, Vicar
Church Wardens:	David Sampson Iain Coleman
Ex Officio as representatives of the Deanery Synod	Gordon Bramall Geoffrey Dann Janet Snape (from 1 st June) Jill Parker (until 31 st May) Wilhelm Rose (until 31 st May)
Reader (ex-officio):	Ken Scott
Elected members:	Claire Ainsworth Anthony Ainsworth (from APCM 27th April) Karen Broom (until APCM 27 th April) Carol Broxton Robert Colin-Stokes Mike Coope Debbie Francis Jane Horton, Honorary Secretary Henry Ibberson Gladys Jones Sue Riches (until APCM 27 th April) Colin Ringrose Janet Snape (until APCM 27 th April) Graham Tritton (from APCM 27 th April, Honorary Treasurer)
Co-opted members:	Graham Tritton (until 24 th April)

The PCC's bankers are Barclays plc, Leicester LE87 2BB.

The Independent Examiner is Mr O Ross of Muras Baker Jones Limited, Chartered Accountants, Regent House, Bath Avenue, Wolverhampton WV1 4EG.

Approved by the PCC on 19 April 2015, and signed on their behalf by:

.....

Maureen Hobbs, PCC Chair

Independent Examiner's Report to the members of St Chad's Church of Pattingham with Patshull

I report on the accounts of the PCC for the year ending 31 December 2014, which are set out on the following pages.

Respective responsibilities of the PCC and the Examiner

The church's members are responsible for the preparation of the accounts. The church's members consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act.
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity 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 you as members 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 matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect, the requirements
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

O Ross FCA
Muras Baker Jones Limited
Regent House
Bath Avenue
Wolverhampton
WV1 4EG

19 April 2015

STATEMENT OF FINANCIAL ACTIVITIES**For the year ending 31 December 2014**

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2014 £	Total 2013 £
INCOMING RESOURCES						
Voluntary income	2(a)	64,412	2,301	-	66,713	62,844
Activities for generating funds	2(b)	24,391	-	-	24,391	38,732
Income from investments	2(c)	312	189	20,096	20,597	21,196
Church activities	2(d)	7,066	2,124	-	9,190	12,664
Total incoming resources		96,181	4,614	20,096	120,891	135,436
RESOURCES EXPENDED						
Church activities	3(a)	87,167	2,602	899	90,668	90,270
Cost of generating funds	3(b)	11,453	-	-	11,453	19,820
Governance Costs	3(c)	810	-	-	810	1,693
Total resources expended		99,430	2,602	899	102,931	111,783
NET INCOMING/(OUTGOING) RESOURCES		(3,249)	2,012	19,197	17,960	23,653
Balances b/fwd. 1 January		95,575	26,474	132,688	254,737	231,084
Balances c/fwd. 31 December		92,326	28,486	151,885	272,697	254,737

The attached notes form part of the financial statements.

BALANCE SHEET**As at 31 December 2014**

	Note	2014 £	2013 £
FIXED ASSETS			
Equipment	4	-	-
Investment assets - endowment	5	151,885	132,688
		<hr/>	<hr/>
		151,885	132,688
CURRENT ASSETS			
Debtors and prepayments	6	4,773	13,002
Cash at bank and in hand	7	118,511	110,880
		<hr/>	<hr/>
		123,284	123,882
LIABILITIES			
Creditors - amounts falling due within one year	8	2,472	1,833
		<hr/>	<hr/>
TOTAL NET ASSETS		272,697	254,737
		<hr/>	<hr/>
REPRESENTED BY:			
Unrestricted			
General Fund		78,399	81,673
Designated			
Porch Fund		13,927	13,902
Restricted			
Bells Fund		2,369	1,350
Loft Fund		2,568	2,568
Organ Fund		2,725	1,496
Patshull Churchyard Maintenance Fund		14,561	14,909
Pattingham Church Maintenance Fund		6,263	6,151
Endowment			
Butler Fund		151,785	132,588
War Fund		100	100
		<hr/>	<hr/>
Funds of the church		272,697	254,737
		<hr/>	<hr/>

The attached notes form part of the financial statements.

Approved by the PCC on 19 April 2015, and signed on their behalf by:

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Maureen Hobbs, PCC Chair

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2014

1. ACCOUNTING POLICIES

Basis of financial statements

The financial statements have been prepared under the Church Accounting Regulations 2006 in accordance with applicable accounting standards and the current Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2005).

The financial statements have been prepared under the historical cost convention except for investment assets, which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

Fund accounting

Endowment funds are funds, the capital of which must be retained either permanently or at the PCC's discretion; the income derived from the endowment is to be used either as restricted or unrestricted income funds depending upon the purpose for which the endowment was established in the first place.

Restricted funds comprise (a) income from endowments which is to be expended only on the restricted purposes intended by the donor and (b) revenue donations or grants for a specific PCC activity intended by the donor. Where these funds have unspent balances, interest on their pooled investment is apportioned to the individual funds on an average balance basis.

Unrestricted funds are income funds, which are to be spent on the PCC's general purposes.

Designated funds are general funds set aside by the PCC for use in the future. Project funds are designated for particular projects for administration purposes only. Funds designated as invested in fixed assets for the PCC's own use abated in line with assets' annual depreciation charges in the SOFA. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

Incoming resources

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer. All incoming resources are accounted for gross.

Resources expended

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when due.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

Fixed assets

Consecrated and benefice property is not included in the accounts in accordance with s.10 (2) (a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any

reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £500 or less are written off when the asset is acquired.

Investments are valued at market value at 31 December.

2. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2014 £	Total 2013 £
(a) Voluntary income					
Planned giving	24,814	-	-	24,814	24,257
Gift Aid tax recovered ¹	9,442	-	-	9,442	11,788
Collections at services ²	9,752	2,151	-	11,903	15,051
Legacies and Grants	11,477	150	-	11,627	7,679
All other voluntary giving	8,927	-	-	8,927	4,069
	64,412	2,301	-	66,713	62,844
(b) Activities for generating funds					
Fund raising ³	20,041	-	-	20,041	33,997
Sales of Parish News and advertising	4,350	-	-	4,350	4,735
	24,391	-	-	24,391	38,732
(c) Income from investments					
Dividends and interest	312	189	20,096	20,597	21,196
(d) Church activities					
Fees	7,066	2,124	-	9,190	12,664
Total incoming resources	96,181	4,614	20,096	120,891	135,436

Notes

¹ "Gift Aid Tax recovered" in 2013 includes outstanding amounts from 2011 and 2012.

² "Collections at Services" shows £2,151 (2013: £3,385) for restricted funds. This is monies collected at special services (e.g. funerals) for specific charities, and is not part of the PCC's income. This is paid out directly to the charities and is included in the Resources Expended.

³ "Fund raising" includes proceeds from the Scarecrow Festival, which was held in 2013, and not in 2014.

3. RESOURCES EXPENDED

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2014 £	Total 2013 £
(a) Church activities					
Parish share	50,915	-	-	50,915	50,915
Church running expenses ¹	26,050	2,602	899	29,551	28,962
Cost of publishing magazines	4,077	-	-	4,077	3,903
Church repairs and maintenance	990	-	-	990	3,554
Mission giving and donations	5,135	-	-	5,135	2,936
	87,167	2,602	899	90,668	90,270
(b) Cost of generating funds					
Cost of generating voluntary funds	831	-	-	831	174
Cost of fund raising ²	10,622	-	-	10,622	19,646
	11,453	-	-	11,453	19,820
(c) Governance Costs					
Governance	810	-	-	810	1,693
Total resources expended	99,430	2,602	899	102,931	111,783

Notes

¹ Note that "Church running expenses" includes £2,151 (2013: £3,385) in restricted funds, which is monies paid out from special services (e.g. funerals) where the collections were for specific charities.

² "Cost of fund raising" includes costs from the Scarecrow Festival in 2013 and not in 2014.

4. FIXED ASSETS FOR THE USE OF THE PCC

	Cost £	Depreciation £	Net Book Value £
Tangible Assets	6,000	6,000	-

5. INVESTMENTS

	2014 £	2013 £
Butler Trust Endowment Account	151,785	132,588
War Loan	100	100
	<u>151,885</u>	<u>132,688</u>

The Butler Trust Endowment Account is an expendable endowment. The balance on this fund at 31 December 2014 is £536,467 (2013 - £529,088). Only the income generated on this fund is available on application for the designated purpose.

6. DEBTORS AND PREPAYMENTS

	2014 £	2013 £
Prepayments	1,640	1,946
Other debtors	147	469
Tax refunds due	2,986	10,587
	<u>4,773</u>	<u>13,002</u>

7. CASH AT BANK AND IN HAND

	2014 £	2013 £
Unrestricted accounts		
Barclays No 1 current account	9,952	2,413
Cash in hand	295	-
CCLA No 1 – 620154001D	66,008	67,697
CCLA No 2 – 620154002D	13,927	13,812
	<u>90,182</u>	<u>83,922</u>
Restricted accounts		
Barclays No 2 (Loft) current account	2,568	2,568
Barclays No 3 (Patshull Churchyard Maintenance)	33	29
CCLA No 2 – 620154002R	11,200	9,482
CCLA No 3 – 620154003 Churchyard maintenance	14,528	14,879
	<u>28,329</u>	<u>26,958</u>

8. LIABILITIES

	2014 £	2013 £
Creditors - amounts falling due within one year	2,472	1,833