

St Chads, Ladybarn

Parochial Church Council

Annual report and financial statements  
for the year ended 31 December 2015

# St Chads, Ladybarn Parochial Church Council

## Annual report and financial statements for the year ended 31

December 2015

### Contents

Report of the Trustees for the year ended 31 December 2015 .....	1
Independent Examiner's report to the members of St Chads Parochial Church Council.....	8
Receipts and payments account for the year ended 31 December 2015 .....	9
Receipts and payments account for the year 31 December 2015.....	10
Statement of assets and liabilities as at 31 December 2015.....	11
Notes to the financial statements for the year ended 31 December 2015 .....	12

# **St Chads, Ladybarn Parochial Church Council**

## **Report of the Trustees for the year ended 31 December 2015**

### **Preliminary note**

The Reverend Elizabeth Davies left St Chad's and the Diocese of Manchester on 8 November 2015 to become vicar of the St Weonards benefice in the Diocese of Hereford. To keep things simple this report will focus on the period before this date. Where there have been significant changes since then this will be indicated by (\*\*) in the main report and explained in a separate section at the end.

### **Aim and purposes**

St Chad's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Elizabeth Davies, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical (\*\*). The PCC is also specifically responsible for the maintenance of the Church, Community Hall and the Community Wildlife Garden and Community Orchard of St Chad's, St Chad's Road, Manchester M20 4WH.

### **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 and also the social, fund-raising and study activities which the church community provides. The PCC makes suggestions on how these can best involve as many as possible of those who live in our exceptionally diverse parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we seek to enable church members to live out their faith as part of the parish community through the Anglican Communion's Five Marks of Mission:

- To proclaim the Good News of the Kingdom
- To teach, baptise and nurture new believers
- To respond to human need by loving service
- To seek to transform unjust structures of society, to challenge violence of every kind and to pursue peace and reconciliation
- To strive to safeguard the integrity of creation and sustain and renew the life of the earth

To facilitate this work it is of the utmost importance that we maintain the fabric of the Church and the Community Hall as well as providing for access to the Community Wildlife Garden and Community Orchard.

### **Achievements and performance** **Worship and prayer**

The PCC is keen to support the Revd Elizabeth Davies in offering a range of services during the week and over the course of the year that our community find both beneficial and spiritually fulfilling. In this she is helped by Mr John Milner, an experienced reader of many years standing, and Dr Helen Reid. Dr Reid was licensed as a reader at St Chad's in 2013 and continues with post-licensing training. We also continue to greatly appreciate and value the ministry of our retired clergy, as well as all the many practical and caring ministries offered by many of the congregation. Professor Peter Scott, a member of St Chad's congregation

# **St Chads, Ladybarn Parochial Church Council**

for several years, was ordained priest at Manchester Cathedral on 20 June 2015 and continues to serve as a non-stipendiary curate at St John the Evangelist, Old Trafford.

The heart of the church's worshipping life is the Sunday morning Parish Eucharist. Evensong on the first Sunday of each month and weekly services on Tuesdays and Thursdays continue to with small but faithful congregations (\*\*). All are welcome to attend our regular services. The notice boards which were renewed in 2014 have become, as intended, important for promoting occasional church activities, as well as advertising the regular services. For example, dates and topics of the long-standing Lent and Advent study courses held in partnership with Holy Innocents, Fallowfield have appeared on the notice boards in 2015. We feel that this gives an important message to the community and passers-by that St Chad's is an active and out-going congregation.

In line with the requirements of the Church Representation Rules, the Church Electoral Roll was completely revised in the Spring of 2013 and updated again in the Spring of 2016. At the time of preparation of this report there were 70 names on the Electoral Role, of whom 22 live outside the parish. The average weekly attendance, counted during October 2015, was 38, mainly at the Sunday Parish Eucharist.

During the year the PCC supported the Week of Prayer for Christian Unity, the Women's World Day of Prayer and services during Christian Aid Week. Services are held every day in Holy Week. A notably well-attended service for The Commemoration of the Faithful Departed provided an opportunity for many people from the local community to remember, mourn and celebrate those who gave us life, or who nurtured us in faith. Remembrance Sunday has long been an important day in our calendar, and continues to have additional significance as the First World War Centenary commemorations continue.

As well as our regular services, through the Occasional Offices we enable our community to celebrate and thank God at the milestones of the journey through life (\*\*). Through baptism we thank God for the gift of life, in marriage public vows are exchanged with God's blessing and through funeral services friends and family express their grief and give thanks for the life which is now complete in this world and to commend the person into God's keeping.

## **Deanery Synod**

Two members of the PCC sit on the Withington Deanery Synod. This provides the PCC with an important link between the parish and the wider structures of the church.

## **Mission and evangelism**

The PCC have continued to follow up the work begun during the Parish Day on Saturday 8 March 2014 with Bishop David. Mission has appeared in some way on every PCC agenda since then. At the Annual Meeting on 26 April 2015, once the formal business had been dealt with, there was a wide-ranging discussion of practical steps to enhance St Chad's mission to Ladybarn. The Reverend Peter Matthews, Diocesan Young Adults Missioner, shared his experience and insights as they might apply to St Chad's at an open meeting on 29 April. The PCC agreed a formal Mission Action Plan at its meeting on 4 August.

Helping those in need is a demonstration of our faith. We have maintained our commitment to charitable giving with donations to The Children's Society, Christian Aid, Wood Street Mission and the Disaster Emergency Committee appeals. Church members support and are involved in the running of the Fallowfield and Withington Foodbank. The Organising Committee expressed warm thanks to St Chad's for its support of the Food Bank. The most recent statistics from the Food Bank show that in the period 1 April 2015 to 18 February 2016

# St Chads, Ladybarn Parochial Church Council

- Number of people fed: 780 adults and 629 children
- 510 in Old Moat ward, 130 in Withington, 128 in Fallowfield, 109 in Burnage
- 263 had benefit problems, 108 had low income, 43 were homeless
- 35% were single, 25% single parents, 22% were families, 11% couples
- Almost all in 25 – 64 age range
- Around 10 tons of food distributed

Our monthly parish magazine is distributed to around 90 subscribers and to a wider audience via the church website ([www.stchadladybarn.org.uk](http://www.stchadladybarn.org.uk)). The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge of our faith and our life as disciples of Jesus.

St Chad's has an important mission to the three retirement homes in the parish so members of the congregation arrange visits to them to chat to residents and make ourselves a little better known there. Evenings spent carol singing in each of the three homes is a regular feature of the Advent season. Recent visits have focused around some well known non-religious music and a community singalong. We have received a warm welcome from residents and staff alike.

## World War One Centenary Commemorations

The World War I Exhibition was open Friday mornings during the summer of 2015, as well as during special events in the Hall, and continued to attract interested visitors. We acquired a display board to show important battles of the war, and the presentation to mark the 100th anniversary of Gallipoli was well received. It is planned to commemorate the centenary of the Battle of the Somme in 2016. We continue to have consultations with local schools and advised St Paul's School on their WWI exhibition. We keep the Heritage Lottery Fund for the North West informed of all our activities.

## Church and Hall

We would very much like our church to be open to our community for private prayer, but for many years we have felt unable to leave the church open at all times. However, continuing an experiment begun in 2012, during the summer we have opened the church on many Friday mornings. Most weeks one or more people from the local community have come in to pray or to look the First World War commemorative exhibition. This is an important ministry to the local community. We also participated in Burnage and Levenshulme Open Gardens in June and the Heritage Open days in September.

The fabric of the Church is generally in good repair; the Quinquennial Inspection by the church architect, Mr Nicholas Rank, took place on 15 July. His formal report is awaited. Informally, no new or major issues emerged. The very unsightly crumbling of the sandstone in church is getting worse but there is no affordable remedy for this.

Everyone was very relieved when the replacement boilers were commissioned in late January. This brought to an end a period of several months without heating in church resulting from the failure of the old boiler in September 2014. Incidentally, work on the boilers together with adverse comments by an inspector from Ecclesiastical Insurance prompted a significant effort to Spring clean the church cellars. However, the heating has recently become rather unpredictable, suggesting that the heating pipework in the nave may need attention.

The Organ Restoration Group has been unable to make any progress this year and the organ continues to gradually deteriorate. A fresh search for possible grant-giving bodies was undertaken and an approach to

# **St Chads, Ladybarn Parochial Church Council**

one new source made. Unfortunately the result was again negative so the PCC now needs to decide where the future strategy should lie.

We have attended to the care and maintenance of the exterior of the hall. Plans are in place to complete the renovation of the hall – provision of new toilets, improved lighting and redecoration. A viable costed scheme has been agreed with a contractor. However, lack of funding is preventing a start on site. A substantial grant offer has been secured from the Diocese, but previous sources from Landfill Tax credits are no longer available and we continue to search for more grant sources to plug the gap.

The hall continues to be heavily used for both casual and regular bookings for community and charitable events and private functions. During the week the hall is used every school day by an after-school club and each week by an Irish dance team, a children's karate group and a Saturday study session for children. A "Spring Event" for the general community was held on 7 March to showcase the Hall and these activities and to acknowledge the financial support we have received from secular sources. Fees from hire of the hall make an extremely important contribution to the financial health of St Chad's.

In striving to safeguard the integrity of creation and sustain and renew the life of the earth, during 2015 we have continued with our environmental projects with on-going work in the church garden. The PCC has wanted for some time to see the church grounds becoming more inviting. A grant from Manchester's Clean City Project and help from student volunteers enabled part of the church grounds to be developed into a Community Orchard in the Spring of 2015. During the summer the Garden, Orchard and Grounds were entered into the Royal Horticultural Society's North West in Bloom "It's Your Neighbourhood" initiative, gaining a Silver certificate in the "developing" category of this award.

## **Pastoral care**

Some members of our parish are unable to attend church due to sickness or age. The Revd Elizabeth Davies visits church members who have requested it, to celebrate communion with them either at their homes or in hospital. (\*\*)

## **Ecumenical relationships and cooperation with neighbouring parishes**

The church is a member of Churches Together in Fallowfield and Withington. We cooperate with other churches during Christian Aid Week, the Women's World Day of Prayer and the local food bank. During 2015 we have continued our informal links with The Church of the Holy Innocents, Fallowfield. This has led to another successful sharing of Lent and Advent study groups, and to invitations (given and received) to attend other occasional day or evening events.

Co-operation between St. Chad's and St. Nicholas's continues. Members of St Chad's congregation, as many as a dozen on occasions, attend the monthly Taizé service at St Nicholas's. Burnage Community Choir, based at and closely associated with St Nicholas's, has several members from St Chad's congregation. (\*\*)

## **Volunteers**

The PCC would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is. In particular we want to mention our churchwardens Mrs Judy Fletcher and Mrs Jenny Black who have worked so tirelessly on our behalf and Mrs Muriel Hargreaves who has helped us all to understand the church's accounts and its finances. A consolidated report of the work of the numerous groups associated with the church is presented to the Annual Parochial Church Meeting each year.

# St Chads, Ladybarn Parochial Church Council

## Structure, governance and management

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 method of appointment of PCC members is set out in the Church Representation Rules. The membership of the PCC consists of the incumbent, churchwardens, and members elected by those members of the congregation who are on the electoral roll of the church. All those who attend our services / members of the congregation are encouraged to register on the Electoral Roll and stand for election to the PCC.

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 spent.

The full PCC met eight times for ordinary meetings during the year, plus one adjourned meeting. The average level of attendance was over 80%. Given its wide responsibilities the PCC has a number of committees each dealing with a particular aspect of parish life. These committees, which include grants, health and safety, hall lettings, are all responsible to the PCC and report back to it regularly with minutes of their decisions being received by the full PCC and discussed as necessary.

## Changes resulting from the interregnum

### Aims and purposes

When Ms Davies left her responsibilities as priest in charge passed to a number of people – principally the Area Dean, the Reverend Stephen Edwards and the Churchwardens, Mrs Jenny Black and Mrs Judy Fletcher.

## Schedule of services

The PCC agreed at its meeting on 6 October that for the period of the interregnum the monthly schedule of services will be

Every Sunday 10.00am	Parish Communion
1st Sunday 6.30pm	Evensong
1st Tuesday 7.30pm	Holy Communion or joint Taize service at St Nicholas, Burnage
2nd Wednesday 7.30pm	Iona Prayer or, in Advent and Lent, study evening
3rd Thursday 10.00am	Holy Communion
4th Tuesday 7.30pm	Evening Prayer

The Churchwardens arrange for a priest or other minister to take responsibility for these services and for any occasional offices.

## Pastoral care

When Ms Davies left responsibility for pastoral care passed to the Churchwardens, Mrs Jenny Black and Mrs Judy Fletcher. They continue to monitor the pastoral needs of parishioners, particularly those who are bereaved or ill.

# St Chads, Ladybarn Parochial Church Council

## Occasional offices

In 2012, 2013 and 2014 there were 12, 7 and 4 baptisms respectively. In December 2015 and January 2016 there have been five requests for baptisms in 2016 so it is difficult to draw any statistical conclusions from these figures. A small Baptism Team follows up baptisms in church with a baptism card, candles and birthday cards up to the age of four.

## Relations with St Nicholas Burnage

The following statement is part of the Role Description for the new parish priest at St Chad's and opens a new chapter in our relations with St Nicholas Burnage:

“The Deanery plan is to develop the existing and warm links between St Chad Ladybarn and St Nicholas Burnage. The plan is that in due course, the two parishes will share one stipendiary minister. There is a wider context of the Withington Deanery which looks to foster collaborative mission and ministry across the parishes north of the River Mersey.

“There is the equivalent of a half time post at St Chad Ladybarn as the Parish Priest. Included in this post would be being licensed as Assistant curate at St Nicholas’ and likewise the clergy there would be licensed at St Chad’s as Assistant curates.”

## Administrative information

St Chad's Church is situated in St Chad's Road, Manchester M20 4WH. It is part of the Diocese of Manchester within the Church of England. The correspondence address is The Rectory, St Chad's Road, Manchester M20 4WH.

PCC members who have served at any time from 1 January 2015 until the date this report was approved are:

### *Ex Officio members:*

Incumbent: The Reverend Elizabeth Davies (Chairman, until November 2015)

Wardens: Mrs Judy Fletcher, Mrs Jenny Black

### *Elected members:*

Mr Leslie Bell, Mr Leslie Fletcher (Secretary), Mrs Margaret Harrop, Mr Peter Knight (since April 2015), Mrs Jean Matthews (until April 2015), Mr Peter Matthews (until April 2015), Mrs Joyce Murphy, Mrs Sheila Newbery (since April 2015), Mr Robert Nicholls (Deanery Synod Representative, until April 2015), Mrs Jean Nixon (Deanery Synod Representative, until April 2015), Mrs Barbara Purvis (since April 2015), Mrs Pamela Race, Mrs Trena Radcliffe (Deanery Synod Representative), Ms Opal Walsh (since April 2015).

Approved by the PCC on 1 March 2016 and signed on their behalf by Mrs Jenny Black (PCC Chairman)

# St Chads, Ladybarn Parochial Church Council

## Statement of Trustees' responsibilities

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by the PCC on            April 2016 and is signed on their behalf by:

# **St Chads, Ladybarn Parochial Church Council**

## **Independent Examiner's report to the members of St Chads Parochial Church Council**

This report on the financial statements of the PCC for the year ended 31 December 2015, which are set out on pages 9 to 13, is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ("the Regulations") and s.145 of the Charities Act 2011 ("The Act")

### **Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

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

### **Basis of this report**

My examination was carried out in accordance with General Directions given by the Charity Commissioners. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

### **Independent examiner's statement**

In the course of my examination, no matter has come to my attention

- which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
- proper accounting records are kept (in accordance with section 130 of the Act); and
- accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Edward Moss, FCA  
Chartered Accountant  
Stockport

April 2016

# St Chads, Ladybarn Parochial Church Council

## Receipts and payments account for the year ended 31 December 2015

	2015 £	2014 £
<b>UNRESTRICTED</b>		
<i>Voluntary income</i>		
Gift aid envelopes	14,451	17,741
Non gift aid envelopes	2,630	2,956
Thursday collections	54	75
Sunday collections	1,902	1,520
Special services	92	199
Special collections	241	140
Sunday school / Children's development	40	47
Talents	339	629
General donations	43	310
Organ fund	42	781
Heating fund	10,160	3,116
Nx`oticeboard fund	-	2,947
Gift aid direct debit giving	5,990	7,280
Dividends (education)	636	626
<i>Activities for generating funds</i>		
Efforts	679	585
Flowers	50	50
Magazine	173	170
Other	6,367	77
Charity	1,549	1,386
Traidcraft	1,668	1,880
<i>Income from investments</i>		
Interest	31	30
<i>Income from Church activities</i>		
Rents	11,079	8,786
Fees received	1,021	1,311
<i>Other incoming resources</i>		
Grants / insurance payments	12,829	13,376
<b>RESTRICTED</b>		
<i>Income from investments - interest</i>	154	208
<b>TOTAL INCOMING RESOURCES</b>	<b>72,220</b>	<b>66,226</b>

# St Chads, Ladybarn Parochial Church Council

## Receipts and payments account for the year 31 December 2015

	Notes	2015 £	2014 £
<b><i>UNRESTRICTED</i></b>			
<i>Church activities</i>			
Parish expenses		4,487	4,320
Upkeep of services		355	182
Organist fees		2,200	1,890
Church upkeep		14,859	1,414
Church utilities		2,031	1,451
Church insurance		3,502	3,503
Hall upkeep		7,841	1,320
Hall utilities		2,373	1,833
Hall insurance		912	928
Sunday school / child development		13	172
Other education		317	498
Parish share		16,381	18,978
Other payments to Diocese		537	896
Charities / Special collections		1,884	1,267
Magazine		1,471	889
Communication / adverts		251	373
Organ		-	2,320
Social		-	96
Kneelers		-	177
Flowers		120	-
Church heating fund		12,359	-
Other		1,338	6,823
Traidcraft		1,742	2,161
Payments from grants / repayment of heating loan		3,556	23,974
<i>Governance costs</i>			
Cost of independent examination	2	150	150
<b><i>RESTRICTED</i></b>			
<i>Church activities - Flowers</i>			
		-	-
<b>TOTAL RESOURCES EXPENDED</b>		<b>78,679</b>	<b>62,268</b>
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>	2	<b>(6,459)</b>	<b>3,958</b>

All amounts are derived from continuing operations and the Parochial Church Council.

# St Chads, Ladybarn Parochial Church Council

## Statement of assets and liabilities as at 31 December 2015

	Notes	2015 Restricted	2015 Unrestricted	2015 Total £	2014 Total £
<b>Investments</b>					
CBF funds	4	21,074	-	21,074	20,251
<b>Current assets</b>					
Cash at bank and in hand		1,583	18,670	20,253	26,712
<b>Total</b>		<b>22,657</b>	<b>18,670</b>	<b>41,327</b>	46,963

The financial statements on pages 9 to 13 were approved by the Parochial Church Council on April 2016 and signed on its behalf by:

Muriel Hargeaves  
Treasurer

# St Chads, Ladybarn Parochial Church Council

## Notes to the financial statements for the year ended 31 December 2015

### 1 Accounting policies

The financial statements have been prepared on a going concern basis, in accordance with the Charities Act 2011, the Statement of Recommended Practice "Accounting and reporting by Charities 2005", the Church Accounting Regulations 2006 and United Kingdom applicable accounting policies.

The financial statements have been prepared on a receipts and payments basis. 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 main affiliation to another body, nor those that are informal gatherings of church members.

#### Fund accounting

Restricted Funds represent donations or grants received for a specific purpose or invited by the PCC for a specific purpose. The funds may only be expended on the specific purpose for which they were given. Any balance remaining unspent at the end of the year is carried forward as a balance on that fund. The PCC does not normally invest separately for each fund but when appropriate interest is apportioned to individual funds.

Unrestricted Funds are general funds which can be used for PCC ordinary purposes. They include designated funds and free reserves. Free reserves are those funds available to be used at the discretion of the PCC which have not been designated for any particular purpose

Designated Funds are funds which are not restricted by the donor but which the PCC has agreed to designate to be used in the future for a specific purpose. They remain under the control of the PCC as part of unrestricted funds and could be re-designated at any time in the future at the discretion of the PCC.

### 2 Net movement in funds for the year

Whilst the Independent Examiner agreed to waive fees, a donation of £150 is paid to a fellow PCC each year in recognition of his work

### 3 Designated funds

	2015	2014
	£	£
Contingency fund	5,524	6,210
Organ fund	3,469	3,205
Total	8,993	9,415

Designated funds are included within the 'unrestricted' funds caption on the Statement of assets and liabilities

# St Chads, Ladybarn Parochial Church Council

## 4 Restricted funds – investment assets

	2015	2014
	£	£
Whitlam bequest	112	110
Hudson fund	388	381
Ladybarn educational charity	3,920	4,077
St Chads educational charity	12,411	11,616
Alexander trust	4,243	4,067
Total	21,074	20,251

## 5 Reconciliation of movements in funds

	2015	2014
	£	£
Cash and bank at 1 January	26,712	22,754
Receipts	72,220	66,226
Payments	(78,679)	(62,268)
Cash and bank at 31 December	20,253	26,712

## 6 Controlling parties

The Charity is under the control of the elected members of the PCC who are the Charity's Trustees