



 THE CHURCH
OF ENGLAND
Diocese of Chester

Annual Parochial Church Meeting 2018 (V.4)

Including the Trustees' Report and Financial Statement for 2017 for the Parochial Church Council of St Mary, Wistaston with St Luke, Willaston

Registered Charity number 1130599

The Annual Parochial Church Meeting will be held on Sunday 22nd April 2018 at St Mary's Church, following the Morning Service at approximately 12 noon.
If you are on the Electoral Roll your attendance is required. Please take some time to read through this report before the meeting so as you may be fully informed.

This report comprises of the

- Trustees' Report on pages TR2 - TR12
- Financial Statement on pages FS1 – FS7

Agenda for the Annual Parochial Church Meeting 2018

Meeting of the Parishioners

To appoint the Churchwardens (*all are welcome to attend this meeting*)

1. Appointment of Churchwardens (Nomination Forms are available in both churches)

Annual Parochial Church Meeting

Only those on the church Electoral Roll are allowed to comment or vote

Agenda

1. Apologies for Absence
2. Minutes of the APCM 2017 (pages TR11 & TR12)
3. Formal Reports
 - a. *Financial report: If you have any questions on the enclosed accounts, which have been Independently Examined and accepted by the PCC, that you would like our Treasurer to answer then, where possible, please submit the question to the Treasurer 72 hours before the meeting so as she can give an informed reply to you at the meeting.*
4. Elections and Appointments as below
 - a. Elect Members for the PCC (9 places)(*Nomination Forms are available in both churches*)
 - b. Assistant Wardens
 - c. Appoint Sidespeople (as listed on TR10)
 - d. Appoint an independent Auditor/Examiner
5. PCC Statement regarding Safeguarding & Young People in our church
6. Time for questions
7. Any other Business – to be notified to the Rector before the start of the meeting

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- The first meeting of the new PCC is on Monday 14 May 2018, 7.30pm, at St Luke's.
 - The Archdeacon's Visitation for Church Wardens and Sidespeople will be held on Monday 21 May 2018, 7.30pm, at St Mary's, Astbury.

Trustees' Report

Aims and Purposes

St Mary's & St Luke's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, the Reverend Mike Turnbull, 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 St Mary's Church, Churchyard and Church Hall Wistaston, and St Luke's Church Willaston.

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 both churches. 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, we have considered the Commission's guidance on public benefit and, in particular, the supplementary guidance on charities for the advancement of religion. In particular, we try to enable 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
- 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 all the buildings mentioned above.

Achievements and Performance

Worship and Prayer

The PCC is keen to offer a range of services during the week and over the course of the year that our community may find both beneficial and spiritually fulfilling. We have a range of services throughout the month, including Holy Communion, All Age Worship & Baptism services, BCP Evening Prayer and a midweek BCP Holy Communion. There are daily said Morning Prayer services and our Sunday Worship provides opportunities for all ages to worship including those in our Junior Church. Our worship music is a mixture of traditional and contemporary with a mix of the organ and music group.

All are welcome to attend our regular services. The average weekly attendance, counted during October, was 95 and the Christmas & Easter services were well attended.

As well as our regular services, 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. This year we have celebrated 44 Baptisms, 7 Weddings and conducted 29 Funerals in church and 17 at the Crematorium.

Deanery Synod

Two members of the PCC currently sit on the Deanery Synod, we have three places. This provides the PCC with an important link between the parish and the wider structures of the church. Please see the included report for the activities of the Synod this year.

Our Vision Statement

Our vision is to be a welcoming, Christ-centred church, where everyone is valued and nurtured, actively sharing the joy of Christ in our communities.

We aim to achieve this by:

1. Looking to the Future - ensuring we encourage, support, nurture and help our young people so they can pray together, worship together, learn together, live out their faith together, grow in faith together.
2. Working with and in our Local Community - serving our community and showing God's love through our actions.
3. Developing Discipleship - praying together, worshipping together, learning together, living out our faith together, growing in faith together.

Magazine

Our parish magazine is published every other month and is delivered and available at both churches and the Church Hall. The magazine keeps our parishioners informed of the important matters affecting our Church and articles that help develop our knowledge and trust in Jesus. The Magazine has a cover price of £1 and is also available to download from our website at bit.ly/clmag

Social Media

We have a presence on Social Media as follows: Website: stmaryswistaston.org.uk

Facebook: facebook.com/stmaryandstluke :: Twitter: @maryandluke

The website has 308 unique visitors and 1092 page views each week. Most enquiries for Weddings & Baptisms now come via the Website. The Facebook page has 234 Likes (people who follow and see posts). Our Twitter account has 240 followers and has grown over the past year. Facebook & Twitter are popular for general enquiries. Bob Squirrell & Mike Turnbull look after the website & Mike Turnbull manages the Facebook & Twitter accounts. If you are on Social Media please Like or Follow us and share what we do - it's an effective way to share what we do.

Giving

As a PCC we give away 10% of our planned and plate giving to various Charities each year. In 2017 we gave away £6,246 and it was given to: Church Missionary Society / SAMS, Crosslinks, Tear Fund, USPG, The Bible Society, The Children's Society, The Church Army, CPAS, Clergy Pensions, St Luke's Hospital for the clergy and Chester Clergy Family Trust, Crewe Christian Concern, The YMCA Crewe, Christians Against Poverty, Nantwich Food Bank & St Paul's Pantry. These Charities were chosen in 2015 and will be reviewed by the PCC in 2019. Individual amounts are available from the Treasurer on request.

Ecumenical Relationships

The church is a member of Churches Together in Crewe and we have been involved, where possible, with meetings, services and events through the year. We are seeking to forge better links with Love Crewe through the Outreach Sub-Committee.

We enjoy occasional worship together with the Methodist Church and we share each other's events via each others Notice Sheets.

Reserves Policy

It is PCC's policy to maintain a balance on funds (if possible), which equates to at least three months unrestricted payments, equivalent to £33,653 (based on current expenditure) to cover emergency situations that may arise from time to time and to cover liabilities. The PCC considered our finances at our March meeting and were confident that we could meet our liabilities as they fall due.

Volunteers

We would like to thank all the volunteers who work so hard to make our church the lively and vibrant community it is – we really couldn't do it without you!! In particular, we want to mention our churchwardens Di Carter and Simon Bartholomew who have worked so tirelessly on our behalf and Daphne Gregory who has helped us all to understand the church's accounts and its finances.

Structure, governance and management

The PCC is a charity registered with the Charity Commission; Registered Charity number 1130599. The method of appointment of PCC members is set out in the Church Representation Rules. At St Mary's & St Luke's the membership of the PCC consists of the Rector, Associate Priest, Churchwardens, the Reader, Pastoral Worker, Deanery Synod Members, there is also the opportunity for 15 members to be 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 are then eligible to stand for election to the PCC after a 6 month period.

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 five times during the year with an average level of attendance of 77% in 2017. Given its wide responsibilities the PCC has a number of Sub Committees, as mentioned below, each dealing with a particular aspect of parish life. These committees are all responsible to the PCC and report back to it regularly with minutes of their recommendations being and discussed as necessary. The Sub Committees have the power to co-opt from outside the PCC.

PCC Sub-Committees

During the past year we have added new Sub-Committees (SC's) to the PCC, these are open for anyone from the Electoral Roll of the church to join – if you would like to join, or find out more about a particular SC, please see the chair (in brackets next to the SC Name). The Sub-Committees are as follows (those in bold are new SC's): Fundraising (Ian Bellingham), Premises Management (Mike Carter), Special Events (Mike Felton), **Outreach & Parish Life** (Mike Turnbull), **Pastoral** (Ken Sambrook), **Finance** (Mike Turnbull) & **Youth** (Joy Chaplow).

Administrative information

The correspondence address is C/O The Parish Administrator, Church Office, Church Lane, Wistaston, Crewe. CW2 8HA. 01270 567119. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011) and a charity currently excepted from registration with the Charity Commission.

Current Membership of the PCC (March 2018)

| Name | Elected or Role | Retire |
|-----------------------|----------------------|-------------------------------|
| Mike Turnbull | Rector | Ex Officio |
| Ann Stubbs | Pastoral Worker | Ex Officio |
| David Illing | Reader | Ex Officio |
| Margaret Shephard | Elected | 2018 |
| Daphne Gregory | Elected | 2018 |
| Joy Chaplow | Elected | 2018 |
| Vacant | -- | 2018 |
| Vacant | -- | 2018 |
| Howard Barker | Elected | 2019 |
| Ian Bellingham | Elected | 2019 |
| Mike Carter | Elected | 2019 |
| Jenny Hall | Elected | 2019 |
| Vacant | -- | 2019 |
| Mike Felton | Elected | 2020 |
| Joan Cadman | Elected | 2020 |
| Vacant | -- | 2020 |
| Vacant | -- | 2020 |
| Vacant | -- | 2020 |
| Jayne Manfredi | Co-opted | 2018 |
| John Molloy | Deanery Synod | 2020 |
| Vacant | Deanery Synod | 2020 |
| Simon Bartholomew | Deanery Synod/Warden | 2020/2018 |
| Di Carter | Warden | 2018 |
| Ken Sambrook | Diocesan Synod | 2020 |
| Elected Members | 15 | (based on an ER of over 200) |
| Deanery Synod Reps | 3 | (based on an ER of 151 - 250) |
| Diocesan Synod Rep | 1 | |
| Ex Officio | 5 | |
| Co-opted | 1 | |
| Total PCC Size | 25 | Actual: 17 |

Appointed by the PCC

Electoral Roll Officers: Sue & Bob Squirrell

Safeguarding: Joy Chaplow

Independent Examiner: Bob Squirrell, 31 Whirlow Road, Wistaston, Crewe. CW2 6SR.

Architect – Graham Holland Associates. 4 King Street, Knutsford, Cheshire WA16 6DL

Our Bank - The Cooperative Bank, PO Box 250, Delf House, Skelmersdale. WN8 6WT.

Day to day management of the Church is exercised by the Rector and Wardens.

Fabric Report

1. St Mary's

The quinquennial inspection took place in 2017 and a number of items were indicated for action. Some of these have already been attended to, including re-pointing of brick and stone work in many places, including the wall on the north side of the church, cleaning of all gutters and drains etc.

Also raised in the quinquennial report were some larger issues:-

- a) Installation of handrails alongside the steps up to the Chancel. Design ideas have been collated and discussions are to be held with the Archdeacon and the architect.
- b) The replacement of the external south door to the transept is also being discussed with the Archdeacon.
- c) Access to and position of the War Memorial. This has been under discussion with the Parish Councils and subject to much debate. It is hoped that the matter will be resolved in the near future.
- d) Consideration to be given to re-slating the nave and transept roofs. This is dependent on a detailed survey of the roofs.

Outside of the quinquennial report, consideration is also being given to the installation of glass doors at the main entrance to the Church, subject to discussions with the Archdeacon

2. St Luke's

Routine maintenance has been carried out as well as improvements to the sound system. Action is still in hand for the UPVC coating of the soffits and fascias.

3. Church Hall

Routine maintenance has been carried out and the agreed redecoration programme started in 2017 with the kitchen and entrance lobby being painted and the main hall floor being re-varnished.

4. The LED Lighting project has been split into 3 parts - St Mary's, St Luke's and the Church Hall each being treated as individual projects. It has been decided that ALL lighting in each property should be converted. The St Mary's project needs particular attention due to the access to the nave lights.
5. The paths through the Churchyard are also in need of attention and a full review will be taking place later this year.

Financial (Treasurer's) Report

My sincere thanks go to everyone who has donated their time, talents and money to our churches during 2017. Your generosity is gratefully appreciated.

As has been the case for several years now our expenses have once again exceeded our income. In 2017 our expenditure exceeded our income by £18,253. This means in 2017 we overspent by £351 per week (this takes into account the large outgoings in the next paragraph which don't happen every year).

In 2017 we were blessed with legacies totalling £37,181 but we did have some large outgoings too – new sound system at St Mary's at a cost of £4,141, repairs to St Mary's at a cost of £3,616 and redecoration of the church hall costing £2,611

Our finances are affected by many issues, some are listed below, and many of these are outside of our control beyond good housekeeping measures:

- Our Parish Share paid to the diocese increases annually. For 2017 it totalled £62,796 for the year.
- Utilities (Gas, water, electricity, insurance) increase annually. For 2017 utilities

costs for the church hall were £3,663, St Mary's £2,118 and St Luke's £827. Insurance costs for all three sites totalled £5,206.

- Ground maintenance and waste removal costs at all three sites and the churchyard for 2017 were £8,511.
- Planned giving by the congregation (and tax return on Gift Aided giving) is crucial to our income.
- Legacy income cannot be relied upon although this source of income can have a significant effect on our finances.

There are things we can all do to try and ensure our income exceeds our expenditure going forward:-

All efforts need to be made to minimise our expenditure but the biggest influence on our finances is the amount we each give and raise every week/month.

Whether we're managing our finances, our schedules or the gifts God has entrusted to us, giving can be an act of worship. Giving freely and fearlessly can show our confidence in the care of our loving Father – the ultimate generous Giver. Please prayerfully consider how much you give and the way that you give. We need to embrace change and technology and give smarter. Giving by standing order direct to the Church bank account each month reduces administration and you do not need to remember cash each Sunday. We also need to consider the substantial cost of the giving envelopes - £300 for 2017.

Also, do you pay income tax? If so, then please do complete a gift aid form [see Andrea Bartholomew] so we can claim the tax back from HMRC, this is a significant source of income for us. This way for every £1 you pay the church can claim an additional 25p.

Do you shop online? If so, then please sign up for Easy Fundraising and nominate St Mary's Wistaston PCC. By doing so every time you shop the retailer will give a commission to the PCC. It really is that simple and you can choose the Gift Aid Option too. Since I set our church up under this scheme in 2015 we have raised £650 with 8 supporters but we need more people to be involved to reach our target of £2,000.

Do you have any experience/skills in fundraising or any good ideas for fundraising? The Fundraising Steering Committee has been set up to help with this and as a result £708.50 was raised at the Danny Higginbotham evening in April. The craft stall at Wistaston Fete raised £139 and £476 at Christmas. A total of £550 was raised at St Luke's Christmas Fayre in November which was doubled up £1,100 with matched funding from Barclays Bank. Also, The Pudding Club in December raised £150. All great examples of pulling together to do God's work.

We have been using Business Online Banking now for two years which has saved on administration costs and reduced the number of cheques written and envelopes and stamps needed.

Please remember the church finances in your prayers

With thanks

Daphne Gregory

Treasurer St Mary's Wistaston PCC

Parochial Church Council – Secretary’s Report

Since my last annual report there have again been some changes to the membership of the PCC. At the first meeting held on Monday, 15th May, Joan Cadman was warmly welcomed onto the PCC and Jayne Manfredi joined as a co-opted member. Very sadly, during the summer, Sheena Sambrook a very long standing member of both this PCC and Deanery Synod passed away and we miss her contribution to all aspects of our church life.

Ministry

Throughout the year our ministry team work tirelessly and we very much appreciate their spiritual teachings week by week. Outlined below is a short summary of discussion topics held at our meetings... (Leaving out Christmas, Easter and Harvest).

- Course material produced by the St Alban’s was used in our Lent Groups.
- Some members of our congregation attended the “Big Church Day Out” in June and commented that the events on the main stage on the Saturday evening had been very powerful.
- Four candidates were confirmed on Sunday, 11th June.
- It was agreed to align all of our evening services to commence at 6.00 pm with the exception of the Commemoration Service which will remain at 6.30 pm.
- A new home group has been launched; it will be held on the third Thursday of each month and will alternate between the homes of Howard Barker and Roger Phenton.

Introduction of Sub Committees

The PCC has decided to form the following Sub Committees. All PCC members were encouraged to serve on at least one committee and it is hoped to co-opt other church members with strengths/gifts in a particular subject to join also. It is proposed that meetings are scheduled three times a year.

Outreach

Pastoral

Finance

Premises Management This Committee has been in operation some time

Youth

Standing This Committee has been in operation some time

Fundraising This Committee has been in operation some time

Fundraising

We are very fortunate to have so many enjoyable social activities. 2017 was a very busy year with fundraising by our Rose Queen, Jess for her chosen charity Water Aid and events held by our Fundraising Committee. Listed here is a precis of the varied events we have enjoyed throughout the year.

- An Evening with Danny Higginbotham was a successful and entertaining event.
- A repeat of the popular Pudding Club was held in early December.
- Rose Queen’s Water Aid Quiz Night.
- Ladies Fashion Show.

Legacy gifts

Discussions have taken place throughout the year and ideas have been suggested for use of legacy gifts across all our buildings and churchyard. This is an on-going agenda item, however we are pleased to report that the PA systems have been upgraded at both our churches and thanks should be expressed to Roger Phenton and Mike Turnbull who carried out the installation of the new equipment.

Joy Chaplow – PCC Secretary

Deanery Synod Report

The Deanery Synod met 3 times in 2017 and here is a report on proceedings which has been compiled from the Minutes of the meetings.

23 February at St Mary's, Nantwich:

The main address from Catherine Smith of St Michael, Coppenhall. Catherine, who is a Nurse by profession, led us in thinking about loneliness and asked 'What can we do?' and 'What can it do to us?' Loneliness is very complex. It can impact on our social, mental, emotional and physical health at any age. It can lead to depression, alcoholism, self-harming, suicide. Parishes already offer activities such as mums and toddler groups, Mother's Union, but we tend to do less for under 60s and single people may feel excluded. The support provided by agencies such as Life Links and One You in Cheshire East was mentioned.

St Luke's and Wishing Well have been offering a befriending service which currently has been serving 40 people. However, funding ends in March. Mention was made of Parish Nursing UK, a charitable organisation that has 86 schemes in the UK. Health and faith together in ministry. Works alongside voluntary organisations. Home visits, accompany folk to health visits. Something to put in the mission strategy of a parish. Group discussions around existing events and best practice in this area were discussed.

17 July at St Mark's, Shavington:

The main address was from The Right Revd Libby Lane, Bishop of Stockport. Bishop Libby said that she does not make time for us, "my time is for you". Deanery visitations valuable highlight of parish ministry and aspects of the wider community. To laity she said: 'Treasure your clergy'. To clergy she said: 'Treasure the people of God'. Bishop Libby spoke on how she came to faith. Lived in Derbyshire. At age 11 years went along to the village church at the invitation of a friend. That church family loved her in to faith. They remembered her name the following week. Church family taught her to pray and read scriptures by doing it themselves. Taught her to meet Christ in the sacraments. Church family adopted her and took her seriously. They showed her how to come closer to Christ and to discern what God was calling her to do. She is extraordinarily grateful to that church. 'They loved me into being a disciple of Jesus'. The Church Family had responded to Jesus' invitation to share their inheritance. You may never know what influence you have on another's life. Last 40 years belonging to Christ's people has been at the heart of what it means to be a disciple for her. Explored ordination at university. Kingdom of God comes through each person hearing their call to discipleship and faithfully heeding that call.

27 November at St. Peter's, Leighton-cum-Minshull Vernon:

the main discussion was on the purpose and possibilities of Deanery Synod. Rural Dean, Helen Chantry mentioned a meeting for clergy that was held the previous week with Lynn Weston and the Archdeacon where the possibilities for Crewe were discussed. She asked: What did we see as our purpose as members of Deanery Synod? Members, got in to groups, were asked to look at and discuss a list of objectives and put them in order of priority). Groups were also invited to come up with their own suggestions and issues. From this, in summary, there was a sense of sharing and working together, of needing to

trust one another and be generous with one another. Share knowledge, expertise, experience, skills. If we shared our skills how much stronger we would be?

Electoral Roll

After a revision of the Electoral Roll which was 'closed off' on 25th March 2018 in preparation of the 2018 Annual Parochial Church Meeting, the figures stood at: Total: 234, of which 167 are resident and 67 are non-resident. This compares with figures at the last APCM: Total: 240, of which 174 were resident and 66 non-resident.

Sue & Bob Squirrell
Electoral Roll Officers

Sidespeople at our Churches

St Mary's: 'Head Sidespeople': Diana Carter, Marian Carter, Neil Cadman, Sue Squirrell

Sidespeople: Catherine Gallagher, Pat Hudman, Linda Cooke, Peggy Poole, Alex Percival, Josie Percival, James Kennerley, Syd Carter, Mike Carter, Margaret Shephard, Pam Pritchard, Jenny Varty, Peter Hopkins.

St Luke's: 'Head's': Daphne Gregory, John Molloy, Brian Simpson and Rolfe Henshall

All sidespeople, together with the existing and elected Churchwardens are required to attend the Archdeacon's Visitation - please see TR1 for further details of this.

| | |
|--------------|-------------------|
| Diana Carter | Simon Bartholomew |
| Churchwarden | Churchwarden |

**Minutes of the Parish of St Mary's Wistaston with St Luke's Willaston
Annual Parochial Church Meeting 9th April 2017**

Mike Turnbull opened the meeting by thanking everyone for attending the annual meeting. (Total attendance 56). He went on to express special thanks to Simon Bartholomew and Diana Carter for their help, advice and support over the past 12 months in their roles as Church Wardens.

Meeting of the Parishioners

To appoint the Church Wardens

Mike had received two nominations for the positions of Church Warden for 2017/18, one from Simon Bartholomew and the other from Diana Carter and in the absence of any other nominations both were duly elected to serve for a further 12 months.

Annual Parochial Church Meeting

1. Apologies for absence:

Howard and Frances Barker, Ian Bellingham, Catherine Gallagher, Alex Percival and Pam Pritchard

2. Minutes of the APCM 2016:

These were signed as a true copy of events from the previous year's meeting.

3. Formal Reports:

Mike thanked all those who had prepared the official reports. These reports had been printed and circulated with the Agenda for the meeting some weeks ago; allowing everyone the opportunity to read them ahead of the meeting. An opportunity was given for questions concerning the above but none were forthcoming.

Daphne Gregory, Treasurer, had during the past 12 months changed our bank account to an on-line one where transactions could be made much more easily. Whilst this had been a complicated task to set up initially, it is now helping tremendously and our appreciation was expressed to Daphne.

4. Election and Appointments:

(a) Elect Members for the PCC (8 places).

Two applications to join the PCC had been received. Mike Felton will return to serve for another period of time and a new application was received from Joan Cadman. Trustee Bank Account paperwork was given to the new member for completion. Catherine Gallagher had decided not to renew her position on the PCC this time and Mike thanked her on behalf of everyone present for her service.

Mike outlined his thoughts on a new initiative that would involve the forming of committees. This would allow for people with relevant expertise to be co-opted on to the committee rather than them having to commit to being full members of the PCC.

(b) Elect Deanery Synod Members

Simon Bartholomew, John Molloy and Sheena Sambrook are all willing to continue in their roles as Deanery Synod members.

(c) Deputy Warden

Sue Squirrell has expressed an interest in shadowing our Wardens for a period of time over the next 12 months to see if it is a role that she would like to take up in the future. It was

unanimously agreed by all present that Sue be encouraged and helped in this new role.

(d) Appoint Sidespeople

Mike thanked those who presently are Sidespeople and welcomed Mike Carter and Pam Pritchard on to the rota. He appealed for more help in carrying out this essential role and commented that as more information is now available on the screen, it is less about handing out books and much more about greeting people and making them feel welcomed. A reminder was announced that Church Wardens and Sidespeople were invited to attend the Archdeacon's Visitation at 7.30 pm on Monday, 22nd May at St Mary's Church, Nantwich.

(e) Appoint an independent Auditor/Examiner

Thanks were expressed to Bob Squirrel for his work over the past year. Bob has agreed to take on this role for a further 12 months; however Mike drew attention to the fact that if Sue is appointed as Church Warden at the next annual meeting it would preclude Bob from continuing in this position.

5. PCC Statement regarding Safeguarding and Young People in our church:

This statement was read out in full at the PCC meeting on 20th March and again at the Annual meeting. A new policy is available on the website and this may result in us reviewing our policy - any changes will be looked at by Mike and Joy as Safeguarding Co-ordinator over the next year.

6. Time for Questions:

Sue Squirrell enquired whether the income and expenditure of the church hall in isolation of other accounts had been looked into as brought up by James Kennerley at the last annual meeting and Mike assured her that Howard had presented the figures at the PCC meeting that followed our last APCM.

Sue also enquired if the figures quoted on page TR2 under the heading Worship and Prayer, second paragraph regarding average weekly attendance included St Luke's and the answer was that it was for both churches.

7. Any Other Business:

Dane Chaplow in his role as Community Council Chairman thanked parishioners for their support for the annual Rose Queen event and once again appealed for marshalls for the procession at the Village Fete.

Simon Bartholomew said that it was customary for the Warden to speak and he voiced how lucky we are as a parish we are to have such an experienced team; we have a healthy young people's church, good fellowship and are very strong pastorally. Mike, Ken, Frank and Malcolm and their wives, Sarah, Sheena, Joan and Sandie were thanked on behalf of the whole church.

Ken led us in Grace ahead of our Bring and Share lunch.

Minutes taken by Joy Chaplow – April 2017

**Independent Examiner's Report to the members/trustees of
St Mary's Wistaston & St Luke's Willaston, Parochial Church Council, Chester Diocese.**

I report to the trustees on my examination of the accounts of St Mary's Wistaston & St Luke's Willaston (the Trust) for the year ended 31st December 2017.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: *RCI Squirrell*

Mr Robert Squirrell
31 Whirlow Road
Wistaston
Crewe
Cheshire
CW2 6SR

Date: *25th March 2018*

Financial Statements for the Year Ended 31 December 2017

Receipts and Payments Accounts
St Mary's Wistaston with St Luke's Willaston

| | Notes | Unrestricted Funds £ | Restricted Fund £ | Total Funds 2017 £ | Total Funds 2016 £ | |
|-----------------|---|-------------------------|----------------------|--------------------------|--------------------------|----------------|
| Receipts | | | | | | |
| 1 | Voluntary Income | 3(a) | 103,200 | 605 | 103,805 | 92,456 |
| 2 | Activities for generating funds | 3(b) | 51,019 | - | 51,019 | 58,203 |
| 3 | Investment income | 3(c) | 204 | - | 204 | 177 |
| 5 | Insurance Claims | 3(d) | - | - | - | - |
| 6 | Other Accounts | 3(e) | 2,188 | - | 2,188 | 2,140 |
| | Total receipts | | 156,611 | 605 | 157,216 | 152,977 |
| Payments | | | | | | |
| 7 | Church activities | 4(a) | 113,684 | 365 | 114,048 | 104,431 |
| 8 | Fundraising & Trading Costs | 4(b) | 11,186 | - | 11,186 | 12,450 |
| 9 | Administration | 4(c) | 9,740 | - | 9,740 | 9,624 |
| 10 | Other Accounts | 4(e) | 3,314 | - | 3,314 | 3,129 |
| | Total Payments | | 137,923 | 365 | 138,288 | 129,634 |
| 10 | Excess of receipts (or payments) | | 18,688 | 240 | 18,928 | 23,343 |
| 11 | Net transfers between funds | | - | - | - | - |
| 12 | Balances b/f 1 January | | 87,630 | 405 | 88,035 | 64,692 |
| 13 | Balances c/f 31 December | | 106,318 | 645 | 106,963 | 88,035 |

St Mary's Wistaston with St Luke's Willaston

Statement of Assets and Liabilities
as of 31 December 2017

| Notes | Unrestricted Funds £ | Restricted Fund £ | Total Funds 2017 £ | Total Funds 2016 £ |
|------------------------------------|-------------------------|----------------------|-----------------------|-----------------------|
| 1 Fixed Assets | | | | |
| 2 Church Hall & Equipment | 19,395 | - | 19,395 | 19,395 |
| 3 St Luke's Church | 2,663 | - | 2,663 | 2,663 |
| 4 New Bells | 6,628 | - | 6,628 | 6,628 |
| 5 Sub Total | <u>28,686</u> | - | <u>28,686</u> | <u>28,686</u> |
| 6 Cash Funds | | | | |
| 7 Cash at Bank and in hand | 7,491 | 645 | 8,136 | 10,812 |
| 8 Deposit Fund (DBF) | 70,141 | - | 70,141 | 48,537 |
| 9 Other Monetary Assets | | | | |
| 10 Income Tax recoverable | - | - | - | - |
| 11 Current Assets | <u>77,632</u> | <u>645</u> | <u>78,277</u> | <u>59,349</u> |
| 12 Total Assets | <u>106,318</u> | <u>645</u> | <u>106,963</u> | <u>88,035</u> |
| 13 Less current liabilities | | | | |
| Creditors - amounts falling due | | | | |
| 14 within the year | - | - | - | - |
| 15 Total | <u>106,318</u> | <u>645</u> | <u>106,963</u> | <u>88,035</u> |
| 16 Parish Funds | <u>106,318</u> | <u>645</u> | <u>106,963</u> | <u>88,035</u> |

Approved by the Parochial Church Council on: 19 March 2018
And signed on its behalf by:

Daphne Gregory

Daphne Gregory - Hon Treasurer

M.F. Turnbull

Rev'd Mike Turnbull - Rector

Notes

- The financial statements of the PCC have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts & Payments basis.
- The movements in designated and restricted funds during the year were:

| Accounts | Transfers Out | Transfers In |
|----------------------------------|---------------|--------------|
| COOP A/C General | 694.20 | 5,000.00 |
| CBF Deposit 6001D A/C | 5,000.00 | 0.00 |
| CBF Churchyard A/C | 0.00 | 0.00 |
| LAG Bank Account A/C | 0.00 | 0.00 |
| Tower Account - Belfry Fund A/C | 0.00 | 0.00 |
| Tower Account - Wedding Fund A/C | 0.00 | 0.00 |
| St Luke's - Petty Cash A/C | 0.00 | 0.00 |
| St Mary's PCC - Petty Cash A/C | 0.00 | 0.00 |
| Office - Petty Cash A/C | 0.00 | 0.00 |
| LAG Petty Cash A/C | 0.00 | 0.00 |
| Employee Tax/NI due to HMRC A/C | 0.00 | 694.20 |
| CAP Credit Union A/C | 0.00 | 0.00 |

3. Further Analysis of Receipts

a. Voluntary Income

| | Unrestricted Funds | Restricted Fund | Total Funds 2017 | Total Funds 2016 |
|---|--------------------|-----------------|------------------|------------------|
| | £ | £ | £ | £ |
| 1 Tax Efficient Giving (Gift Aided) | 27,008 | - | 27,008 | 26,867 |
| 2 CAF & GAYE Giving | 4,560 | - | 4,560 | 4,468 |
| 3 Gift Aid (actually recovered from HMRC) | 10,533 | - | 10,533 | 9,460 |
| 4 Collections (Open Plate) Sun, Midweek & Sp | 14,892 | - | 14,892 | 14,465 |
| 5 Collections (Baptisms, Funerals & Weddings) | 2,349 | - | 2,349 | 1,150 |
| 6 Donations | 3,853 | - | 3,853 | 4,448 |
| 7 Flowers (Restricted) | - | 605 | 605 | 70 |
| 8 Wall Box (Church Expenses) | 65 | - | 65 | 39 |
| 9 Wall Box (Churchyard) | 9 | - | 9 | 127 |
| 10 Churchyard (Grants) | 2,750 | - | 2,750 | 2,000 |
| 11 Recurring Grants (Other) | - | - | - | 8 |
| 12 Grants | - | - | - | 20,100 |
| 13 Legacies | 37,181 | - | 37,181 | 9,255 |
| 14 Special Appeals | - | - | - | - |
| 15 Petty Cash Movements | - | - | - | - |
| | 103,200 | 605 | 103,805 | 92,456 |

b. Activities for generating funds

| | | | | |
|---|---------------|----------|---------------|---------------|
| 1 Sales (Books, Cards etc) | 177 | - | 177 | 127 |
| 2 St Luke's Fayres | 1,100 | - | 1,100 | 1,160 |
| 3 Other Fundraising | 1,851 | - | 1,851 | 1,197 |
| 4 Church Hall (Lettings) | 14,990 | - | 14,990 | 16,467 |
| 5 Fees - Statutory (Rector) (Paid to Diocese) | 8,572 | - | 8,572 | 9,755 |
| 6 Fees - PCC (Weddings, Funerals etc) | 10,775 | - | 10,775 | 13,146 |
| 7 Fees - Churchyard | 5,597 | - | 5,597 | 6,058 |
| 8 Magazine | 426 | - | 426 | 431 |
| 9 Non-charitable trading (this includes any refunds into the accts) | 968 | - | 968 | 3,782 |
| 10 St Luke's Lettings | 5,669 | - | 5,669 | 5,325 |
| 11 Stepping Stones | 449 | - | 449 | 329 |
| 12 Tower Fund | 444 | - | 444 | 426 |
| 13 Sale of Fixed Assets | - | - | - | - |
| | 51,019 | - | 51,019 | 58,203 |

| | | | | | |
|--------------------------------------|----------------------------------|---------|-----|---------|---------|
| c. Investment income | | | | | |
| 1 | Dividends and Interest | 204 | - | 204 | 177 |
| d. Insurance Claims | | | | | |
| 1 | Insurance Claims | - | - | - | - |
| e. Other Accounts | | | | | |
| 1. | LAG Bank Account A/C | 1,896 | - | 1,896 | 1,913 |
| 2. | Tower Account - Belfry Fund A/C | 180 | - | 180 | 174 |
| 3. | Tower Account - Wedding Fund A/C | 46 | - | 46 | 45 |
| 4. | St Luke's - Petty Cash A/C | 66 | - | 66 | 8 |
| 5. | St Mary's PCC - Petty Cash A/C | - | - | - | - |
| 6. | Office - Petty Cash A/C | - | - | - | - |
| 7. | LAG Petty Cash A/C | 0 | - | 0 | - |
| 8. | Employee Tax/NI due to HMRC A/C | - | - | - | - |
| 9. | CAP Credit Union A/C | - | - | - | - |
| 10. | Spare 02 | - | - | - | - |
| 11. | Spare 03 | - | - | - | - |
| 12. | Spare 04 | - | - | - | - |
| 13. | Spare 05 | - | - | - | - |
| 14. | Spare 06 | - | - | - | - |
| 15. | Spare 07 | - | - | - | - |
| | | 2,188 | - | 2,188 | 2,140 |
| Totals: 3. A, B, C, D & E | | 156,611 | 605 | 157,216 | 152,977 |

| 4. Further Analysis of Payments | | Unrestricted Funds | Restricted Fund | Total Funds 2017 | Total Funds 2016 |
|--|---|---------------------------|------------------------|-------------------------|-------------------------|
| | | £ | £ | £ | £ |
| a. Church activities | | | | | |
| 1 | Outward Giving - International | 1,970 | - | 1,970 | 1,860 |
| 2 | Outward Giving - National | 1,971 | - | 1,971 | 1,860 |
| 3 | Outward Giving - Local | 2,305 | - | 2,305 | 1,829 |
| 4 | Secular Charities - e.g. Oxfam, Save the Children | - | - | - | - |
| 5 | Parish Share | 62,796 | - | 62,796 | 61,264 |
| 6 | Rector's Expenses | 941 | - | 941 | 2,003 |
| 7 | Other Expenses | 128 | - | 128 | - |
| 8 | Salaries/Honoraria | 1,845 | - | 1,845 | 1,556 |
| 9 | Support costs (Training, Educational Expenses) | 140 | - | 140 | 428 |
| 10 | Mission and Evangelism Costs | 19 | - | 19 | - |
| 11 | Utilities (St M) | 2,118 | - | 2,118 | 1,506 |
| 12 | Insurances (St M) | 2,634 | - | 2,634 | 2,558 |
| 13 | Maintenance/Cleaning (St M) | 11,100 | - | 11,100 | 2,697 |
| 14 | Utilities (St L) | 827 | - | 827 | 1,021 |
| 15 | Insurances (St L) | 878 | - | 878 | 869 |
| 16 | Maintenance/Cleaning (St L) | 2,186 | - | 2,186 | 3,568 |
| 17 | Service Costs (St Mary's & St Luke's) | 1,544 | - | 1,544 | 1,596 |
| 18 | Major Repairs and Redecorations (Church) | - | - | - | 870 |

| | | | | |
|--|----------------|------------|----------------|----------------|
| 19 Churchyard Maintenance | 6,141 | - | 6,141 | 5,938 |
| 20 Tower | - | - | - | - |
| 21 Flowers (St M) | - | 365 | 365 | 286 |
| 22 Junior Church (Teaching Material) | - | - | - | 181 |
| 23 Stepping Stones | 79 | - | 79 | 122 |
| 24 Rectory - Community Charge, Water R | 2,717 | - | 2,717 | 2,666 |
| 25 Major Repairs and Redecorations (Church Hall/PCC Buildings) | 2,611 | - | 2,611 | - |
| 26 New Building Work | - | - | - | - |
| 27 Assigned Fees Paid to Diocese | 8,734 | - | 8,734 | 9,755 |
| 28 Petty Cash movements | - | - | - | - |
| | <u>113,684</u> | <u>365</u> | <u>114,048</u> | <u>104,431</u> |

b. Fundraising & Trading Costs

| | | | | |
|-----------------------------|---------------|----------|---------------|---------------|
| 1 Magazine | 799 | - | 799 | 863 |
| 2 Church Hall running costs | 10,386 | - | 10,386 | 11,127 |
| 3 Fund raising costs | - | - | - | 460 |
| | <u>11,186</u> | <u>-</u> | <u>11,186</u> | <u>12,450</u> |

c. Administration

| | | | | |
|---|--------------|----------|--------------|--------------|
| 1 Computer | 30 | - | 30 | - |
| 2 Printing and stationery | 2,608 | - | 2,608 | 1,937 |
| Bank charges (including any bounced cheques) | - | - | - | 506 |
| Church Office (Running Expenses) | 485 | - | 485 | 392 |
| 5 Parish Administrator | 6,617 | - | 6,617 | 6,789 |
| 6 Professional Fees | - | - | - | - |
| | <u>9,740</u> | <u>-</u> | <u>9,740</u> | <u>9,624</u> |

d. Other Accounts

| | | | | |
|-------------------------------------|--------------|----------|--------------|--------------|
| 1. LAG Bank Account A/C | 2,284 | - | 2,284 | 2,200 |
| 2. Tower Account - Belfry Fund A/C | 180 | - | 180 | 174 |
| 3. Tower Account - Wedding Fund A/C | 136 | - | 136 | 110 |
| 4. St Luke's - Petty Cash A/C | 20 | - | 20 | 8 |
| 5. St Mary's PCC - Petty Cash A/C | - | - | - | - |
| 6. Office - Petty Cash A/C | - | - | - | - |
| 7. LAG Petty Cash A/C | - | - | - | - |
| 8. Employee Tax/NI due to HMRC A/C | 694 | - | 694 | 637 |
| 9. CAP Credit Union A/C | - | - | - | - |
| 10. Spare 02 | - | - | - | - |
| 11. Spare 03 | - | - | - | - |
| 12. Spare 04 | - | - | - | - |
| 13. Spare 05 | - | - | - | - |
| 14. Spare 06 | - | - | - | - |
| 15. Spare 07 | - | - | - | - |
| | <u>3,314</u> | <u>-</u> | <u>3,314</u> | <u>3,129</u> |

Totals: 4. A, B, C & D

| | | | | |
|--|----------------|------------|----------------|----------------|
| | <u>137,923</u> | <u>365</u> | <u>138,288</u> | <u>129,634</u> |
|--|----------------|------------|----------------|----------------|

5. Debtors

| | |
|---|----------|
| 1. Income Tax Recoverable on Gift Aid Donations | <u>-</u> |
|---|----------|

6. Creditors falling due within one year

| | |
|----|---|
| 1. | - |
| 2. | - |

Total

| |
|----------|
| <u>-</u> |
|----------|

7. Funds**Restricted Funds**

| | | |
|-------------------|-----|-----|
| 1. Church Flowers | 645 | 211 |
|-------------------|-----|-----|

Other Funds within the Accounts

| | | |
|-----------------------|--------|--------|
| 2. Church Hall | 24,735 | 23,724 |
| Churchyard | 21,881 | 19,666 |
| Junior Church | (46) | (46) |
| Magazine | (445) | (72) |
| St Luke's Fundraising | 6,643 | 106 |
| Stepping Stones | 925 | 595 |
| Tower Fund | 1,399 | 1,819 |

NOTES:

Lines 3.b.5 & 4.a.27 (Funeral Fees collected in and paid out to the Diocese) should be equal, however in 2017 we had a default on a payment to us for a funeral & burial of ashes that, for various reasons, we couldn't recover and so we paid £162.00 more to the Diocese than we collected in. This said, the collection at the funeral for the church was circa £130.00 so it almost balanced.

