

St Mary, Wistaston with St Luke, Willaston
Trustees' Report and
Financial Statement for 2022
for the Parochial Church Council of
Registered Charity number 1130599

This report was written and/or compiled by Revd Turnbull. E&OE. 02 May 2023.

Reports acknowledged when written by others and it comprises of

- **A Trustees' Report for 2022 on pages TR2 – TR12**
- **A Financial Statement for 2022 on pages FS1 – FS8**

The Annual Parochial Church Meeting 2023 will be held on
Sunday 21 May 2023 12 noon at St Mary's Church

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.

Agenda for the Annual Parochial Church Meeting 2022

Meeting of the Parishioners - to appoint the Churchwardens

1. Election of the Churchwardens (Nomination Forms available in church & at bit.ly/apcminfo). All nominations must be with the Chair before the meeting begins.

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 2022 (pages TR12)
 3. Formal Reports (pages TR7-TR11)
these are published 14 days before the meeting so won't be read out - please read them before the meeting
 - a. Fabric Report
 - b. Financial Report and Accounts: *questions on the finances, which have been Independently Examined and accepted by the PCC, should be directed to the Treasurer, Diane, (treasurer@stmaryswistaston.org.uk or call the Church Office on 567119) 4 days before the meeting so as to ensure an informed reply at the meeting.*
 - c. PCC Secretary's Report
 - d. Deanery Synod
 - e. Electoral Roll
 4. Elections and Appointments (Nomination Forms available in church & at bit.ly/apcminfo).
All nominations must be with the Chair before the meeting begins.
 - a. Elect Members to the PCC (5 places)
 - b. Elect Members to the Deanery Synod (4 places)
 - c. Appointment of an Independent Examiner
 5. Safeguarding (see TR2 and stmaryswistaston.org.uk/safeguardingpage.html)
 6. Time for questions or comments
 7. Any other Business – to be notified to the Chair before the start of the meeting
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- The Archdeacon's Visitation is on 1 June, 7:30pm, at St Chad, Wybunbury.
 - The first meeting of the new PCC is on Monday 17 July, 7:30pm at St Luke's.

Trustees' Report 2022

Our 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.

Safeguarding

We understand safeguarding to be an integral part of the life and ministry of our Church. The care and protection of children, young people and vulnerable adults visiting and participating in Church activities is important to us, everyone who participates in the life of the church has a role to play in promoting a safer church for all. All our Safeguarding policies and documents can be found here:

www.stmaryswistaston.org.uk/safeguarding.html

The PCC have adopted the House of Bishops' National Safeguarding Policy & Practice guidance which has now been formally adopted by the Diocese and throughout the Church of England. You can find out more about the national policies and procedures at www.churchofengland.org/safeguarding . If you have any safeguarding concerns or issues of a safeguarding matter then you can find useful contact information at www.chester.anglican.org/social-responsibility/safeguarding .

The PCC have appointed Joy Chaplow as our Parish Safeguarding Officer. You can find our

Safeguarding Policy on the Safeguarding Page of our website – see above. The Parish Safeguarding Handbook, Promoting a Safer Church, can be accessed online here: bit.ly/psh2019 or we have copies in the Church Office, Rector's Vestry and the Vestry at St Luke's. Our own website has details of Safeguarding Contacts and our policies.

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 and a midweek BCP Holy Communion. There is Morning Prayer on Zoom (bit.ly/930mp) 9:30am on a Tuesday, Thursday & Friday (*this is the pattern from May 2023*) 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, music group and video hymns.

All are welcome to attend our regular services and 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. In 2022 we celebrated 28 Baptisms, 8 Weddings and conducted 37 Funerals, 30 in church and 7 at the Crematorium. We also conducted 22 Interments of Cremated Remains

We continue to livestream all our Sunday Service from St Mary's and many of our special services including Easter, Christmas, Commemoration and funerals upon request. Each Sunday during 2022 we would have an average of around 20 online. It's worth pointing out that this could be multiple people watching for each of the 20.

The Church of England uses October as a 'usual' month to collect attendance data. During October 2022 we had a usual average Sunday attendance of 73 across both churches.

Deanery Synod

Our current members of Deanery Synod are: Howard Barker, Simon Bartholomew, John Molloy, & Revd Mike Turnbull. Our members of the Deanery Synod provide 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.

Parish Magazine

The last printed edition was January 2022. All news and articles given via the Church Office are now included on the Weekly Sheet and the Blog (the same articles on both). This keeps things more up to date and relevant. The PCC will consider the future of the magazine during 2023.

Social Media

We have a presence on Social Media as follows: stmaryswistaston.org.uk
facebook.com/stmaryandstluke :: youtube.com/StMarysWistaston1:: Twitter:
[@maryandluke](https://twitter.com/maryandluke) :: Instagram: [@stmarywistaston](https://www.instagram.com/stmarywistaston). Nearly all enquiries for Weddings & Baptisms come via the Website. The Facebook page has 718 followers, YouTube 111, Twitter 287 and Instagram 96. Facebook & Twitter are popular for general enquiries. Bob Squirrell & Mike Turnbull look after the website & Mike Turnbull manages the Facebook, YouTube, Twitter & Instagram 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.

Outward Giving

As a church the PCC have agreed for many years to give away 10% of our planned and plate giving to various Charities each year. In 2022 we gave away £5,220 and it was given to: Church Missionary Society, Crosslinks, Tear Fund, USPG, The Bible Society, The Children's Society, The Church Army, CPAS, Clergy Pensions, St Luke's Healthcare for the Clergy, 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 2019 and will be reviewed by the PCC in 2023. Individual amounts are available from the Treasurer on request. In addition to the charities above, for 2022 only, a donation was made for the role of Crewe Development Worker.

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.

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 £34,000 (based on last year's expenditure) to cover emergency situations that may arise from time to time and to cover liabilities. The PCC considered our finances at our March 2023 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 Sue Squirrell & Chris Horne who have worked tirelessly on our behalf and to Diane Edge-Robinson 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 12 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.

Administrative information

The correspondence address is C/O The PCC Secretary, Church Office, Church Lane, Wistaston, Crewe. CW2 8HA. 01270 567119. The PCC is a body corporate (PCC Powers Measure 1956, Church Representation Rules 2011). Registered Charity number 1130599.

PCC Membership 2022-2023

Name	Elected or Role	Retire
Mike Turnbull	Rector	Ex Officio
Paul North	Curate	Left in July 2022
Ann Stubbs	Pastoral Worker	Ex Officio
Joan Cadman	Elected	2023
Mike Felton	Elected	2023
Diane Edge-Robinson	Elected	2023
<i>Vacant</i>	Elected	2023
Daphne Gregory	Elected	2024
Margaret Shephard	Elected	2024
Frances Latham	Elected	2024
Joy Chaplow	Elected	2024
Sarah Rhodes	Elected	2025
Catherine Gallagher	Elected	2025
Liz Dawes	Elected	2025
Simon Bartholomew	Elected	2025
Howard Barker	Deanery Synod	30 June 2023
Simon Bartholomew	Deanery Synod	30 June 2023
John Molloy	Deanery Synod	30 June 2023
David Illing	Co-opted	2023
Chris Horne	Warden	Ex Officio until 2023
Sue Squirrell	Warden	Ex Officio until 2023

Appointed by the PCC

Electoral Roll Officers: Sue & Bob Squirrell :: Safeguarding: Joy Chaplow

Independent Examiner: Kathy Simms.

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.

Formal Reports

Fabric Report

Quinquennial Inspection

Sue met with the Architect, Graham D Holland on 9th June in order for him to carry out the Inspection. Full Report received. Overall OK with no major concerns. Various itemised areas and specifics to address. Some 'immediate' tasks already done, ie: debris cleared from gutters and gullies. Ivy cleared. R Beech to quote for: Handrails to Chancel Steps, Replacement of Vestry South Door and Replace Slope Handrail (outside).

Archdeacon's Inspection

Sue and Chris met with Archdeacon Ian Bishop on 29th September for the triennial inspection (delayed due to the Pandemic). An inspection check list was provided by the Diocese. Again, overall no major concerns. Ian had seen a copy of the Quinquennial Report. We went through each item on the form and he checked the Terrier, Inventory and Church Log Book and we all signed this off. Impressed with use of social media especially during Lockdowns. He checked various documents and policies with Polly in the office (Fire Risk Assessments, Lightning Conductor Test certificate etc).

The only issue which was discussed was the heating in the Church which wasn't working and how any new heating requirements would fit in with C of E commitment to be carbon neutral by 2030. After receiving a faculty for this, a new boiler has been installed.

Choir Vestry

Book case emptied. Books and book case removed.

Churchyard

Trees removed from paths after storm damage by Sivoris.

Church Hall

As a result of repeated 'break-ins' to the Hall, the PCC agreed to the installation of CCTV and the Fire Door (near office) made more secure. Walls have been painted in the Hall and the floor properly cleaned. Stage wall to be painted. Quotes will be sourced to update the Kitchen this summer and replace the heating boiler similar to the church.

St Luke's

Gutters were cleared and drains unblocked. Trees removed and area by gate tidied after storm damage.

Sue Squirrell and Chris Horne, Church Wardens 03/23

Financial (Treasurer's) Report

Our income in 2022 was £246,678,29 and our expenditure was £135,048,21. The net income from this was £111,630,08. However, the overall income included a significant legacy from Miss Margaret Wooldridge totalling £129,632,14.

Without this huge single donation, the yearly accounts would have recorded a total overspend of £18,002,06.

Our finances are affected by many issues, and some are listed below. Whilst several things are out of our direct control, the selfless efforts of a small core of volunteers supporting the church, ensure that fundraising opportunities are pursued, and operating costs are minimised through effective housekeeping:

- Our Parish Share paid to the diocese increases annually. For 2022 it totalled £72,493,01. The payments reduced from September following the departure of Revd Paul North and the removal of the Curate's housing allowance. Trustees should note that there still remains an unpaid Parish Share of £46,631,56 as a result of the pandemic.
- Donations and Legacies. General donations were down in 2022. Fortuitously, the previously mentioned significant legacy from Miss Wooldridge, masks what otherwise, would have been a disappointing loss.
- Gas, water, and electricity for the Church Hall totalled £4,017, for St Mary's £2,130, and for St Luke's £1,023. Insurance costs for all three sites totalled £5,181.
- Costs for the upkeep of the churchyard were £8,875. Storm damage, and repairs to the tarmac caused additional expenditure. However, the costs were less than the previous year's total.
- Letting income from the Church Hall totalled £16,598 nearly doubling last year's total. St Luke's was £5,453.50 which is nearly triple what was generated in 2021. A big 'thank you' to Polly Harper for all of her hard work in promoting the use of the rental opportunities.
- During 2022, we also had an urgent need to replace the boiler within the Church building at a total cost of £7,800. The work was undertaken by Youngs. At the point we paid the invoice in December, voluntary donations had raised a significant £3,962 towards this payment.
- The upkeep of the churchyard is costly, and we are always grateful for grants that help with this. In 2022, the Parish Councils of Wistaston, Rope, and Willaston, contributed £3000, £250, and £250 respectively. Other grants received included a Jubilee Grant of £100 from Cheshire East Council, and a fuel Grant of £985 from Chester DBF.
- Fund Raising opportunities were better this year. The Horne family raised an

incredible £1,431, waiving any material and ingredient costs to maximise the donation received by the church. We also very much enjoyed our Jubilee celebration which raised £209. Thanks to everyone who contributed to this event.

The banking process was changed mid year, leading to a reduction in the number of times we 'count money' to once a fortnight. We now use the local Post Office for banking transactions rather than the Cooperative Bank in town - a move which is helpful for the volunteers.

Petty cash allocations have been removed at St Marys and the Office. The one remaining is the Flower Fund at St Luke's. There was a plan to close the account and use the staff expenses form to claim for any flowers purchased, and any money raised for the flower fund added to the Green Sheet. However, some apprehensions about this method of payment have currently prevented it from going ahead.

Funds were raised to cover the deficit in the War Memorial Fund which was 'paid off' and closed down.

There is one outstanding item under review between the Treasurer and Data Developments, the Church accounting software supplier. However, this does not affect overall values, only the transfer of monies from one fund to the other. An update on this will be given once available.

Finally, I have to give a big thanks to all approvers, their willingness to volunteer their services is a huge help to the treasurer, and the smooth running of the accounts. This thanks also extends to all of the unpaid volunteers, who deal daily with the stress and strains of juggling family life alongside supporting the church, and simply 'get on with it'.

Diane-Heather Edge-Robinson

Treasurer St Mary's Wistaston PCC

Parochial Church Council – Secretary's Report

I can report that the PCC has met five times in 2022, dealing with the usual varied assortment of business. Amongst other things, we discussed financial affairs, property maintenance, community events, mission and ministry.

The January meeting dealt mainly with finance and budgets and strategies of how we would cope financially with the predicted increase in the cost of utilities. Plans were also made for the Living in Love and Faith course which ran during Lent.

The March meeting was chaired by John Molloy (Vice Chair) due to Revd Mike being on sickness leave. The upcoming APCM was discussed and the plans for the Queen's Platinum Jubilee were discussed.

At the May 2022 meeting the planning for the Platinum Jubilee celebrations were finalised; we discussed and approved the return of the Common Cup for communion services, using intinction by the celebrant; it was reported that repair work had been completed to the churchyard wall (damaged as the result of a vehicle collision, earlier in the year) and in the Church Hall (which had suffered a break-in); finance matters were addressed, with some concern over the state of our finances, due to the continued consequences of the Covid lock-downs; it was noted that we had no Safety Officer in post.

The meeting scheduled for July had to be cancelled because of the excessive hot weather at 35°! Necessary business was conducted via email.

The September meeting was quite busy, due to the cancellation in July: we reviewed our policy with the Common Cup, and decided to continue with no change (this continued to be reviewed throughout the year); plans were put forward and approved for the celebration of Harvest Sunday and the Commemoration Service; the Jubilee celebration was reviewed and we agreed it had been a success – we thanked Joy and the team who made it happen; there was a discussion about Baptism services – since the pandemic we have held Baptisms only at 12:30pm, and the question was raised whether to keep it that way or revert to Baptisms on the 4th Sunday at 10:40am and on a 5th Sunday – Revd Mike proposed that every third month baptisms can be in the 10:40 service and the other two months will be 12.30pm; we agreed the installation of CCTV coverage for the Hall, following break-ins and other problems (subsequently this has proved a very worthwhile investment); the Wardens reported on a satisfactory meeting with the Archdeacon; we learned that the Quinquennial Inspection had been completed, and a small group was set up to put an action plan together to address the work required; David Illing was appointed Safety Officer; we were informed that Diane would need to finish her role as Treasurer at the end of the year.

In November we approved a proposal to replace the broken gas boiler at St Mary's Church with a new energy efficient boiler, with a Hive heating controller (which would enable the heating to be set, timed and controlled remotely); around 80% of the cost for this was raised via the congregation and we were also able to claim the VAT back (£1200) via the Government's Listed Places of Worship Scheme; we agreed final arrangements for Christmas services; we discussed whether PCC members should be required to have a DBS check (in line with Bp Julie's recommendations re Safeguarding) – it was unanimously agreed that from April 2023 all PCC members, being charity trustees, must undertake a DBS without barring.

The PCC are grateful for all, giving, grants received from Parish Councils and other generous donations received during the year. We especially give thanks to God for the generous legacy left to the church by Miss Margaret Wooldridge. All meetings were well attended, and I am pleased to say that the members work well together, bringing a broad range of experience and expertise to the Council's business.

David Illing. 19 April 2023

Deanery Synod Report

The Synod met three times during 2022: 21 February (St Mary's, Wistaston), 14 June (St Bartholomew's, Church Minshull) and 9 November (St Peter's, Leighton-cum-Minshull Vernon). Along with worship and the usual business of Synod the following items were discussed: what we hope for from Deanery Synod, leading into the sharing of ideas for a deanery prayer; an Address via Zoom by Dr Kieran Mullan, MP for Crewe and Nantwich; a talk from the Diocesan Director of Vocations, Sarah Fenby, on vocations within the Diocese. We are looking for Deanery Synod members for election this year, forms are available at both churches.

Electoral Roll

After a revision of the Electoral Roll which was 'closed off' on 30th April 2023 in preparation of the 2023 Annual Parochial Church Meeting, the figures stood at: Total: 173, of which 124 are resident and 49 are non-resident. This compares with figures at the last APCM: Total: 176, of which 127 were resident and 49 non-resident.

Sue & Bob Squirrell Electoral Roll Officers

Sidespeople at our Churches

The following people are willing to undertake the role of as Sidespeople

St Mary's.

'Head' Sidespeople: Joy Chaplow, Howard Barker, Margaret Shephard and Rachel Davies (new)

Sidespeople: Frances Barker, Diane Edge-Robinson, Catherine Gallagher, Camilla Green, Pam Pritchard and Jenny Varty,

St Luke's

'Head' Sidespeople: Daphne Gregory, Frances Latham, John Molloy and Brian Simpson

We would like to thank everyone who has contributed to the smooth running of both churches in their capacity as sidesperson. This is a much-valued role in God's Ministry.

We welcome Rachel Davies as new Head Sidesperson at St Mary's. She will also be joined by Sophie to assist. Unfortunately, Marian and Syd Carter and Alex Percival are no longer able to continue in their roles, but we thank them for all their hard work over the years.

Sue Squirrell and Chris Horne

Church Wardens

Minutes of the Annual Parochial Church Meeting

held on Sunday, 8th May 2022 at 12 noon - Attendance 26

Sue Squirrell welcomed those attending the meeting and explained that in the absence of our Chair, Revd. Mike Turnbull; the lead for the meeting would normally fall on our Vice Chair, John Molloy. With John and the Archdeacon's permission and blessing Revd. Paul had enquired if he might experience leading the Annual Meeting. Everyone in the room was in favour of this motion. Revd. Paul then opened the meeting with prayer.

Meeting of the Parishioners

Purpose to elect two Church Wardens for 2022 – 2023 or until the next APCM. Two nominations have been received and they are from Christine Horne and Susan Squirrell. No other nominations had been received and they were duly elected. A formal vote of thanks was made to Joy Chaplow for her 3 years as Warden.

Annual Parochial Church Meeting

1. Apologies for Absence: Diana and Mike Carter, Marian and Syd Carter, David Illing, Sarah and Stephen Rhodes, Pauline Mallinson and Sarah Turnbull.
2. Minutes of the APCM 2021: No amendments to the meeting held on 16th May 2021. These were signed as a true record of the meeting.
3. Formal Reports: Every report was listed with time for people to ask questions and none were asked.
4. Elections and Appointments: Elect members to the PCC. We have received five applications to join or re-join the PCC for a period of three years from the following.... Sarah Rhodes, Catherine Gallagher, Elizabeth Dawes, Simon Bartholomew and Joy Chaplow. A vote of thanks was given to Jenny Hall and Mike and Diana Carter who were retiring from the PCC. Appointment of an Independent Examiner: Kathy Simms has kindly agreed to continue in this role for the next 12 months.
5. Safeguarding: Joy Chaplow will continue to act as our Safeguarding Officer. She thanked those PCC members who had completed their "Basic Awareness" training and explained that there would be a discussion at the next PCC meeting as to whether DBS clearances should be done as a matter of good practice for all PCC members.
6. Time for Questions: No questions.
7. Any Other Business: Revd. Paul told members that with the support of Occupational Health and the Diocese that Revd. Mike hopes to return on 23rd May. Revd. Mike wanted to express his thanks for all the support and love he has been shown during his absence.

Howard Barker asked how much longer Revd. Paul would be with us and the answer was that he would definitely be with us until the end of June but that this may be extended as he didn't start his curacy with us until September. He thanked us for the support and encouragement over the past few months and ended by saying that where God calls, we follow and trust in him. The formal meeting ended in prayer

Members of the PCC were asked to remain behind for a very short PCC Meeting

The purpose of the meeting was to appoint a Vice Chair. John Molloy was stepping down as Vice Chair after 31 years in the position. Simon Bartholomew was willing to take on this role and was duly elected.

Simon thanked John for his many years of service to the church. He has been on the PCC for 50 years and served on the Deanery Synod for 41 years.

The next meeting of the PCC is scheduled to be held on Monday, 30th May at 7.30 pm at St Luke's.