

**ST PAUL'S SCOTFORTH  
ANNUAL CHURCH MEETING**

**23 April 2023 at 0945  
St Paul's Church**



1. Apologies
2. Minutes of the APM held on 24 April 2022

**THE MEETING OF PARISHIONERS**

3. Election of Churchwardens

**ANNUAL PAROCHIAL MEETING**

4. Electoral Roll
5. Presentation of the Accounts
6. Report on the Fabric of the Church
7. Report on the dealings of the Deanery Synod
8. Safeguarding Report
9. Election of 3 members of Deanery Synod
10. Election of the Church Council
11. Appointment of Independent Examiner

John Gedge  
PCC Secretary

**ST PAUL'S SCOTFORTH**  
**ANNUAL PAROCHIAL CHURCH MEETING**  
**24 April 2022**  
**St Paul's Church at 16:45**

Present: 21 including the Vicar.

1. Apologies were received from Sue Croft, Samuel Dawkins, Liz Field, Gwen Gedge, Val Gedge, Maureen Leach, Arton Medd and Tony Walker.
2. Minutes from the meetings held on 18 May 2021 were approved as a correct record.

**THE MEETING OF PARISHIONERS**

3. Resolution to dispense with Rule 3 of the Churchwardens Measure 2001  
The Vicar explained that this measure restricts a Churchwarden's term of office to 6 years. Any resolution to remove this restriction only takes effect from the following APCM. Tony Walker has completed the 2 years he agreed to serve as Churchwarden and now is stepping down, as expected, to support his wife in her curacy. We have not yet located anyone willing to replace Tony, possibly because our Churchwardens undertake a lot of activities which do not have to be undertaken by them. The plan is to reduce the burden on the Churchwardens by building up a team that will undertake those additional activities, but this is likely to take more than a year. Jayne Weatherill has just completed her fifth year as Churchwarden. If we do not pass this resolution, we will find ourselves without an experienced Churchwarden at this time next year. The resolution to dispense with this rule for a period of 2 years was put to the vote and approved nem con.
4. Election of Churchwardens  
Only one nomination had been received for the two positions. Jayne Weatherill was appointed unanimously. The Vicar thanked Jayne and Tony for their work which had been made unusually difficult by the pandemic.

**ANNUAL PAROCHIAL MEETING**

5. Electoral Roll  
John Gedge reported that the Electoral Roll stands at 155 and agreed to prepare a note about the Electoral Roll for the Parish News.
6. Presentation of the Accounts  
Brian Threlfall presented the annual accounts which had been approved by the PCC, independently examined, and confirmed to be correct. The main feature was the need to spend over £85000 on unexpected repairs to the church tower. After explaining the situation to the Diocesan Board of Finance, the BDF reduced our Parish Share by £35000 which meant we were able to maintain our unrestricted reserves at the level expected by the Charity Commission. The unrestricted reserves still fell by over £30000. The meeting asked the PCC secretary to write to the BDF to thank them for their support. Brian noted that about half of the 2021 gain in our invested restricted funds has been lost due to the stock market's reaction to recent events in the Ukraine. Brian noted that he has been treasurer for approaching 20 years and asked the parish to seek a replacement. Brian thanked Mervyn Bonnett for his work as the Independent Examiner. The Vicar thanked Brian for his work as Treasurer, noting that Mervyn had remarked on the meticulous accounts produced by Brian.

7. Report on the Fabric of the Church

Jayne Weatherill reported that the Terrier and Church Log / Inventory are up to date. It appears the work on the tower has been successful because subsequent heavy rain did not reveal any leaks from the tower, and the flakes of paint / plaster on the carpet indicate that the plaster is drying out. The floor in the main room in the Parish Hall was renewed. The numerous changes in the government's Covid guidance required equally numerous revisions of all the parish's risk assessments and meant that there were periods when the Parish Hall had to be fully or partially closed. Fortunately we were able to hold services in the Parish Hall in December when the church boiler broke down. The Vicar thanked Jayne and Tony for their work during another challenging year.

8. Report on the dealings of the Deanery Synod

Margaret Ives reported that the synod had met once by Zoom, and three times in person. The first meeting discussed the "Living in love and faith" report, after which Margaret Ives and Grace Illidge attended the associated course. At the second meeting the Archdeacon of Lancaster led a discussion of what had caused sadness, and what people had been thankful for, during the pandemic. Local groups supporting refugees and asylum seekers addressed the third meeting, and synod then discussed how churches can help with this. The Rev Professor John Rodwell led the fourth meeting which looked at the challenge of achieving "Net Zero" by 2030, noting that heating old churches is a particular problem. The Vicar thanked Grace Donhue, Margaret Ives and Phillip Simpson for representing the parish at Deanery Synod.

9. Vicar's Report

The Vicar's report was issued with the papers for the meeting. We have 4 services on Sundays again. "Worship at 4" is trying out different styles of worship. The Hala Pantry is a great blessing. It is good to see new families at Young Church and encouraging that they have been meeting in the Parish Hall because the numbers are too high for the space in church. As we emerge from the Covid restrictions, so we are developing a new normality. The Vicar thanked the volunteers whose work makes the activities happen, and noted that we need more volunteers. Jayne Weatherill thanked the Vicar for her work during the year.

10. Safeguarding / Health and Safety / Data Protection

Jayne Weatherill reported that the PCC reviews our policies annually. Training now is arranged nationally, not by individual dioceses and is available online. The desire to launch the Hala Pantry quickly to meet the perceived need caused problems because the required procedures were not followed promptly. The paperwork is now complete, and it alerted us to the need to plan ahead before restarting other parish activities. All policies and documents relating to safeguarding were approved by the PCC. Other policies (Health and Safety) and documents were amended promptly to reflect government changes and then approved by the PCC. The Vicar thanked Jayne for her work.

11. Discussion of matters of general interest

(a). Planned Giving. The Vicar reported that Jon Humfrey has taken over from Tony Walker as Stewardship Coordinator and noted that we might rename this role or else spend time explaining "stewardship" to the new members. The Vicar has asked Mervyn Bonnett to chair a group looking at parish finances. The group will include someone new who does not know what went before. We need to review expenditure, income, and planned giving soon.

(b). Eco-Church. Following from the Deanery Synod report, The Vicar asked about trying to upgrade our status from Bronze to Silver. Grace Illidge asked about solar panels: we know we cannot put solar panels on the church because of its Grade II listing, but we might be able to put some on the Parish Hall. It was agreed that the PCC should look into this.

12. Election of the Church Council

Sue Croft's term of office has ended. Samuel Dawkins was nominated and elected for an initial 3 year period. Jennifer Couchman had expressed an interest, but had not been on the Electoral Roll for the required 6 months so the PCC will consider coopting her.

13. Election of Sidespeople

Jayne Weatherill reported that the list is up to date. The Vicar thanked those who perform this vital service as our first point of contact with visitors and noted that having more volunteers at both sites would reduce the burden.

14. Appointment of Independent Examiner

The meeting asked Brian Threlfall to ask Mervyn Bonnett whether he feels he can perform this role while chairing the group looking at the parish finances. The meeting noted that the group would make recommendations, but not control expenditure. The meeting agreed to reappoint Mervyn Bonnett as independent examiner if he did not feel it was a conflict of interest.

The new PCC will meet for the first time at 1900 on 6 June 2022.



## **ANNUAL REPORT**

FINANCIAL YEAR 2022

THE PAROCHIAL CHURCH COUNCIL OF  
ST PAUL'S SCOTFORTH

CHARITY NUMBER 1134789

St Paul's Church  
24 Scotforth Road  
Lancaster  
LA1 4ST

The parish office is in St Paul's Parish Hall [facing the church across the A6]

## **Structure, Governance and Management**

The Parochial Church Council [PCC] is a “body corporate”.

The Trustees of this charity are the members of the PCC.

The Annual Parish Meeting [APM] held before 31 May each year elects two Churchwardens and members of the PCC.

Deanery Synod representatives are appointed for a 3 year term of office. Currently our parish has 3 representatives on the Deanery Synod.

Rule 14 of the Church Representation Rules states that the Clergy licensed to the parish, the Churchwardens, and the Deanery Synod representatives are ex-officio members of the PCC.

At St Paul's the Minister of the Parish is the Chair of the PCC and a lay member of the PCC is to be elected as Vice Chair. St Paul's PCC has decided that the Vice Chair of the PCC shall be the Churchwarden with the longer service.

The PCC has decided that the PCC should include the following as ex-officio members: one Reader representing all the Readers, the Treasurer, the Secretary, the Safeguarding Officer and the Vision Champion.

The APM in 2012 decided that from 2013 the elected members of the PCC should be elected to serve a term of three consecutive years and can serve two consecutive three year terms, after which they are expected to stand down for a minimum of one year before offering themselves for re-election. This policy is intended to create a balance between retaining experience while introducing fresh insight into the PCC.

The PCC aims to have a minimum of three members elected from those who regularly worship at St Paul's Hala Centre.

By law the PCC must meet at least 4 times per year. At St Paul's our practice is for the PCC to meet on the first Tuesday of most months. The PCC does not meet in January, April and August.

## PCC Membership during 2022

<b>Vicar</b>	Rebecca Aechtner	<b>Office ends</b>
Pioneer Minister	Claire Cooke	On leaving the parish
		Left during 2022
<b>Churchwardens</b>	Jayne Weatherill	Note 1
	Vacancy	
<b>Deanery Synod members</b>	Grace Illidge	1 <sup>st</sup> June 2023
	Margaret Ives	1 <sup>st</sup> June 2023
	Phillip Simpson	1 <sup>st</sup> June 2023
<b>Elected members of laity</b>		
	Arton Medd	APCM 2023
	Keith Weatherill	APCM 2023
	Vacancy	APCM 2023
	Vacancy	APCM 2023
	Katherine Froggatt	APCM 2024
	Jon Humfrey	APCM 2024 (resigned during year)
	Rebecca Long	APCM 2024
	Christine Medd	APCM 2024
	Samuel Dawkins	APCM 2025
	Jennifer Couchman	APCM 2025
	Vacancy	APCM 2025
	Vacancy	APCM 2025
<b>Members Ex-Officio</b>		
<b>Safeguarding Officer</b>	Jayne Weatherill	Note 2
<b>Secretary</b>	John Gedge	Note 2
<b>Treasurer</b>	Brian Threlfall	Note 2
<b>Vision Champion</b>	Jim Currin	Indefinite

Note 1: The Church Wardens elected at the APCM in April/May are confirmed in office at the Visitation in June. In 2022 the elections and APCM took place in April with the Warden being confirmed in office at the Archdeacon's Visitation on 8<sup>th</sup> June at Lancaster Priory.

Note 2: These three appointments are made by the PCC at the first meeting after the APCM.

## **The duties of the PCC**

The Synodical Government Measure 1969 contains what might be described as the official “job description” of the PCC. It states:

1. It shall be the duty of the incumbent and the Parochial Church Council to consult together on matter of general concern and importance in the parish.
2. The functions of the Parochial Church Council shall include:
  - (a) co-operation with the incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical;
  - (b) the consideration and discussions of matters concerning the Church of England or any other matters of religious or public interest, but not the declaration of the doctrine of the church on any question;
  - (c) making known and putting into effect any provision made by the Diocesan Synod or the Deanery Synod, but without prejudice to the powers of the Council on any particular matter;
  - (d) giving advice to the Diocesan Synod and the Deanery Synod on any matter referred to the Council;
  - (e) raising such matters as the Council considers appropriate with the Diocesan Synod or Deanery Synod.
3. In the exercise of its functions the Parochial Church Council shall take into consideration any expression of opinion by any parochial church meeting.

When the PCC of St Paul's registered as a Charity we said we would provide “public benefit” by:

- Regular public worship
- Providing sacred space for prayer
- Pastoral work including visiting sick and housebound
- Taking regular assembly in schools
- Provision of Young Church
- Promotion of Christianity through sermons, events and meetings
- Promoting the mission of the church
- Supporting other charities in the UK and overseas



## **How does the PCC seek to fulfil its duties?**

Regular public services are held in the parish church and the Hala Centre.

### **Parish Church**

Sunday	8.00 am	Holy Communion (BCP)
	9.45 am	Holy Communion
	4.00 pm	Worship@4: Holy Communion, Taize, Evening Prayer, Celtic Styles of Worship. (service suspended October 2022)
Wednesday	9.00 am	Morning Prayer – by telephone conferencing
Thursday	9.15 am	Holy Communion

### **Hala Centre**

Sunday	11.15 am	Morning Worship or Holy Communion
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The parish undertakes occasional services [baptisms, marriages, funerals], seasonal services and commemorations as required.

The parish is part of the Diocese of Blackburn within the Church of England.

The Diocese calculated our “Parish Share” which includes a contribution to the cost of running the Diocese and a contribution to subsidise the mission of the church in areas of the Diocese with financial difficulties.

The clergy and authorised lay people take communion to those unable to attend public services including people in local care or retirement homes.

The parish has a Lay Pastoral Team which visits members of the congregation, and others, in their own homes and in hospital as requested.

The parish has statutory links with Scotforth (St Paul’s) Primary School including the appointment of 4 of the school’s Foundation Governors. The Chair of Governors is a member of the PCC.

The parish organises a Young Church led by appropriately cleared leaders at the 9.45am service during term time.

The parish sponsors several uniformed groups [Rainbows, Brownies, Guides, Beavers, Cubs and Scouts]. Parade services are held involving the members of the uniformed groups in the regular worship of the church.

The parish holds the Diocesan "Child Friendly Church" award.

Candidates are prepared for "Confirmation" [admission to membership of the church] through a course run bi-annually, a service was held in 2022 which was led by Bishop Julian.

House groups are available to help members of the congregation develop and explore their faith in an informal setting. Over 2022 this has taken the form of a mix of in-person house groups and one group remaining online.

The parish has several social groups including a Walking Group, a Women's Fellowship and a newly formed Tea@2 group.

The parish has received the Bronze Eco Church award and our work in this area continues.

The parish is involved in ecumenical work locally as a member of Churches Together in Lancaster and also of South Lancaster Churches Together.

The parish has an annual prayer rota which covers all the streets in the parish and these appear in our weekly Parish News.

The Parish Hall and St Paul's Hala Centre are used for a number of social events each year, and are available for hire. Hiring fully re-opened during 2022 for hires, despite the economic climate bookings remain buoyant.

The PCC has complied with the duty to have "due regard" to the House of Bishops guidance in relation to safeguarding. The parish has a Safeguarding Officer who monitors our activities to ensure we comply with the relevant legal obligations and Diocesan policies. Safeguarding is a standing item on the PCC agenda.

The parish has a Health and Safety Officer who monitors our activities to ensure we comply with the relevant legal obligations and Diocesan policies. Health and Safety is a standing item on the PCC agenda.

Photographs of the members of the PCC are displayed in the parish church, St Paul's Hala Centre and on our website so that members of the congregation can identify them.

The parish has links with mission partners serving overseas.

The parish has a long-standing tradition of supporting other charities which is covered in more detail in the financial section of this report.

The parish maintains a Terrier / Inventory of moveable church property.

There were 155 on the Electoral Roll at the 2022 APCM.

## **St Paul's Hala Pantry Food Club - Report for APCM on activities during 2022**

St Paul's Hala Pantry, our food club serving the parish and beyond, continues to thrive and serve our local community. We regularly serve 55-60 club members each and every Friday evening at the Hala Worship Centre.

After opening in December 2021, this year has been one of finding our feet during a tough year for many households. We have welcomed new volunteers, said goodbye to some, including Rev Claire who left in Spring, and enjoyed getting to know our regular members.

A part-time manager was appointed in July of 2022 to relieve 'volunteer burnout' by managing the Hala Pantry email, organising the volunteer rotas, and liaising with Parish Office in matters of safeguarding and training, amongst other duties.

We were fortunate to be awarded a grant from Arnold Clark at the start of 2022 and the Lancashire Community Food Grant Scheme at the end of September. These enable us to purchase new fridge/freezer equipment, cover staffing costs, and give two free shops to each of our members in December. These free shops ran in conjunction with Christmas gift help which was organised by Vikki Pattinson, where children and grandchildren of members were matched with parishioners, who donated gifts to support members to make a tough Christmas special for the younger members of their families. The response by parishioners was joyous and our members expressed overwhelming thanks to everyone who took part.

One note of caution is that our weekly FareShare allocation was unfortunately reduced to less than half of our usual allocation due to unprecedented reductions in donations of surplus food from warehouses. This is positive in that food waste is hopefully being reduced but does impact our model of redistribution at a time when households are struggling. We have managed thus far to still provide value to our club members with our access to the Household Support Fund through Eggcup, alongside donations from Sainsburys and St. Paul's Scotforth Primary and Nursery School. We are grateful for this local support.

Finally, we could not survive without the commitment and support of our core team of volunteer drivers, sorters and servers who work tirelessly to bring St Paul's Hala Pantry together each week – thank you very much for your time and dedication.

Our challenges into 2023 remain our continued funding, sufficient volunteer support, and Fareshare food allocation. Please keep our work in your prayers and encourage anyone you know who may be able to volunteer, or who may like to join as a member to get in touch with [halapantry@stpauls-scotforth.org](mailto:halapantry@stpauls-scotforth.org).

## **Financial Review 2022**

The Annual Accounts and Treasurer's Report for the year ended 31 December 2022 should be read as part of this review.

All parishes within the Church of England pay the Parish Share which is calculated by, and paid to, the Diocese. It supports the mission of the wider church, including payment of the clergy stipends, housing and pensions in our own parish. We have paid our amended Parish Share, cut to £59,000 for 2022, in full and have agreed, with the Diocese, the amounts to be paid for the next two years, again showing a significant reduction on the Parish Request figure, derived from the standard formula used to calculate it. Even so, the Parish accounts are in deficit with several thousand pounds having to be taken from our ever-decreasing cash reserves.

A stewardship scheme has operated within the parish for many years with the help of a dedicated team of visitors. This scheme brings much valued assets – not just financial (which is absolutely vital if the Church is to remain viable), but also time and talents - into our work. As its name suggests, the revamped Regular Giving Scheme encourages regular, planned giving, together with the use of 'Gift Aid' which adds a further 25% to sums donated. Increasing the number of subscribers to, and the income from, the planned giving scheme must be a major priority in 2023 and subsequent years.

In 2022, we have paid over £14,000 to maintain the Church building and to run the services. Ignoring expenditure on anything else at all, coupled with the Parish Share payment, this means that the running costs of the Church are well over £6,000 a month and will be even more next year!

It is important to remember that we do not receive funds directly from the Government or from the Church of England. We, the parishioners, have to provide the money to run the parish ourselves – all £6,000 plus of it every single month.

The adoption of a Reserves Policy continues to clarify the PCC's thinking about the use of Reserves, particularly with respect to any that may be used for the replacement of the roof in due course and are defined as being restricted for that purpose. Following the architect's report, the parish is still anticipating significant expenditure on the ceiling and roof of the Parish Church within the time frame of 5 to 10 years. The cost of the work on the roof will exceed a full year's normal income many times over and much of this will have to come from grants from lottery funding (which are invariably time limited) – but these cannot be applied for until the roof is "officially" at risk as defined by the experts and it is not there yet. So, the parish aims to maintain its reserves, and to undertake fundraising to increase them, until the work has been carried out.

## **Funds Held as Custodian Trustees**

None.

**ST PAULS CHURCH PCC, SCOTFORTH, LANCASTER**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022**

<b>INCOMING RESOURCES</b>	<b>Note</b>	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Endowment Funds £</b>	<b>TOTAL FUNDS 2022 £</b>	<b>2021</b>
Incoming resources from donors	2(a)	68,482.23	540.00	0.00	69,022.23	68,607.49
Other voluntary incoming resources	2(b)	9,752.76	20,604.95	0.00	30,357.71	48,320.75
Income from charitable trading	2(c)	41,934.33	0.00	0.00	41,934.33	26,145.20
Other ordinary incoming resources	2(d)	1,508.31	0.00	0.00	1,508.31	0.00
Income from investments	2(e)	807.10	-7,835.59	-9,586.40	-16,614.89	32,422.47
<b>TOTAL INCOMING RESOURCES</b>		<b>122,484.73</b>	<b>13,309.36</b>	<b>-9,586.40</b>	<b>126,207.69</b>	<b>175,495.91</b>
<b>RESOURCES USED</b>						
Grants	3(a)	0.00	0.00	0.00	0.00	1,000.00
Directly related to the church's work	3(b)	120,676.82	1,696.56	0.00	122,373.38	189,731.75
Fund raising and publicity	3(c)	0.00	0.00	0.00	0.00	76.11
Management and Administration	3(d)	6,120.65	0.00	0.00	6,120.65	5,786.46
<b>TOTAL RESOURCES USED</b>		<b>126,797.47</b>	<b>1,696.56</b>	<b>0.00</b>	<b>128,494.03</b>	<b>196,594.32</b>
<b>NET INCOMING / (OUTGOING)</b>		<b>-4,312.74</b>	<b>11,612.80</b>	<b>-9,586.40</b>	<b>-2,286.34</b>	<b>-21,098.41</b>
<b>GAINS / LOSSES ON INVESTMENTS</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>-4,312.74</b>	<b>11,612.80</b>	<b>-9,586.40</b>	<b>-2,286.34</b>	<b>-21,098.41</b>
Balances brought forward 1st January 2021		74,864.59	175,737.46	88,479.42	339,081.47	360,179.88
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER 2022</b>		<b>70,551.85</b>	<b>187,350.26</b>	<b>78,893.02</b>	<b>336,795.13</b>	<b>339,081.47</b>

**ST PAULS CHURCH PCC, SCOTFORTH, LANCASTER  
BALANCE SHEET AT 31 DECEMBER 2022**

	Note	2022	2021
		£	£
<b>FIXED ASSETS</b>			
Tangible fixed assets	5(a)	0.00	0.00
CBF Fund Shares - valuation 31.12.2022.	5(b)	173,491.31	196,954.34
<b>TOTAL FIXED ASSETS</b>		<b>173,491.31</b>	<b>0.00</b>
<b>CURRENT ASSETS</b>			
Stock		0.00	0.00
Debtors		3,408.95	17,358.74
Short term deposits		0.00	0.00
Cash at bank and in hand		163,648.48	127,405.07
<b>CURRENT LIABILITIES</b>	7	<b>-3,753.61</b>	<b>-2,636.68</b>
<b>NET CURRENT ASSETS</b>		<b>163,303.82</b>	<b>142,127.13</b>
<b>NET ASSETS</b>		<b>336,795.13</b>	<b>339,081.47</b>
<b>FUNDS</b>	6		
Unrestricted		70,551.85	74,864.59
Restricted		187,350.26	175,737.46
Endowment		78,893.02	88,479.42
<b>TOTAL FUNDS</b>		<b>336,795.13</b>	<b>339,081.47</b>

Approved by the Parochial Church Council on March 7th, 2023 and signed on its behalf by:

Chairman  
*R.B.Aechtner*

Member  
*S.J.Weatherill*

**ST PAULS CHURCH PCC, SCOTFORTH, LANCASTER**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**For the year ended 31 December 2022**

**1. ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 and section 145 of the Charities Act 2011 together with applicable accounting standards and SORP 2015 (FRS 102). The financial statements include all transactions, assets and liabilities and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

**Funds**

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used either as restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not invest separately for each fund and interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

**Incoming resources**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when they are due. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends and interest are accounted for when receivable. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

**Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993. Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for their disposal are inalienable property, listed in the church's inventory. For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £5000, so all such expenditure has been written off when incurred.

**Resources expended**

Grants and donations are accounted for when paid over, or when awarded, if the award creates a binding or constructive obligation on the PCC. The diocesan parish share is accounted for when due. Amounts received specifically for mission are dealt with as restricted funds. All other expenditure is generally recognised when it is incurred and is accounted for gross.

## 2. INCOMING RESOURCES

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	2021
2(a) Incoming resources from donors					
Planned giving	47,996.47	0.00	0.00	47,996.47	48,294.52
Income tax recoverable (Gift Aid)	11,463.40	540.00	0.00	12,003.40	11,712.61
Collections (open plate)	5,928.94	0.00	0.00	5,928.94	3,631.09
Sundry donations	3,093.42	0.00	0.00	3,093.42	4,969.27
	68,482.23	540.00	0.00	69,022.23	68,607.49
2(b) Other voluntary resources					
Other grants	3,249.16	14,000.00	0.00	17,249.16	33,205.82
Donations, appeals, etc.	0.00	6,604.95	0.00	6,604.95	5,220.46
Legacies	1,000.00	0.00	0.00	1,000.00	8,273.98
Other	5,503.60	0.00	0.00	5,503.60	1,620.49
	9,752.76	20,604.95	0.00	30,357.71	48,320.75
2(c) Income from charitable trading					
Parish News Adverts	683.00	0.00	0.00	683.00	550.00
Parish Hall, Hala Centre, lettings etc	33,208.54	0.00	0.00	33,208.54	19,964.77
PCC Fees	8,042.79	0.00	0.00	8,042.79	5,630.43
	41,934.33	0.00	0.00	41,934.33	26,145.20
2(d) Other ordinary incoming resources					
Fund-raising events	1,508.31	0.00	0.00	1,508.31	0.00
	1,508.31	0.00	0.00	1,508.31	0.00
2(e) Income from investments					
Interest	807.10	879.32	0.00	1,686.42	99.04
Increase (decrease) in value of CBF Investment Fund	0.00	-11,172.87	-12,290.16	-23,463.03	28,454.34
Dividends	0.00	2,457.96	2,703.76	5,161.72	3,869.09
	807.10	-7,835.59	-9,586.40	-16,614.89	32,422.47
<b>TOTAL INCOMING RESOURCES</b>	<b>122,484.73</b>	<b>13,309.36</b>	<b>-9,586.40</b>	<b>126,207.69</b>	<b>175,495.91</b>



### 3. RESOURCES USED

#### 3(a) Grants

Charitable giving

Unrestricted Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2022 £	2021
0.00	0.00	0.00	0.00	1,000.00
0.00	0.00	0.00	0.00	1,000.00

#### 3(b) Directly related to the church's work

##### Parish Share

Clergy costs and expenses	59,000.00	0.00	0.00	59,000.00	39,252.00
Curate's house	0.00	0.00	0.00	0.00	426.60
Vicarage costs	0.00	0.00	0.00	0.00	0.00
Church Sound System	3,984.00	0.00	0.00	3,984.00	3,848.95
Church running expenses	0.00	0.00	0.00	0.00	13,480.72
Church maintenance	7,432.41	0.00	0.00	7,432.41	5,555.22
Magazine costs - other than printing	12,468.54	0.00	0.00	12,468.54	85,522.79
Parish Hall costs	0.00	0.00	0.00	0.00	0.00
Hala Pantry	26,507.37	0.00	0.00	26,507.37	32,744.14
Hala Centre costs	0.00	0.00	0.00	0.00	666.65
Organists' pay	4,726.57	0.00	0.00	4,726.57	3,342.62
Other expenses inc verger	1,070.00	0.00	0.00	1,070.00	350.00
	5,487.93	1,696.56	0.00	7,184.49	4,542.06
	120,676.82	1,696.56	0.00	122,373.38	189,731.75

#### 3(c) Fund-raising and publicity

Fund raising events

0.00	0.00	0.00	0.00	76.11
0.00	0.00	0.00	0.00	76.11

#### 3(d) Management and administration

##### Secretary

Printing and Stationery

0.00	0.00	0.00	0.00	0.00
6,120.65	0.00	0.00	6,120.65	5,786.46
6,120.65	0.00	0.00	6,120.65	5,786.46
126,797.47	1,696.56	0.00	128,494.03	196,594.32

### TOTAL RESOURCES USED

### 4. STAFF COSTS

Wages and Salaries

£	£
21,412.97	18,326.16

During the year the PCC employed a business manager, a clerical assistant, organists, vergers, and keyholders and cleaners for the Church Halls.  
No member of the PCC received any remuneration or expenses for his / her role on the PCC.

## 5. FIXED ASSETS

5(a) Tangible fixed assets  
There were none.

5(b) Investments - 8371.88 Shares in CBF Investment Fund Shares - value as at 31.12.2021.

## 6. ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total
Current Assets	70,551.85	187,350.26	78,893.02	336,795.13
Fund Balance	70,551.85	187,350.26	78,893.02	336,795.13

## 7. FUND DETAILS

The Restricted Funds include a number of donations which have been made to the Church for the purchase of specific items and includes the Roof Fund and the Parish Hall Kitchen Fund.

The Endowment Funds comprise of four elements:

- The Cook Legacy for which the capital sum of £80,479.42 has to be maintained and invested. The income received from investing the capital is required to be spent on the maintenance of the Church fabric. The balance on the fund relates to investment income received that has not been spent.
- A legacy of £500 (capital to be maintained) to be invested to provide income for the maintenance of the Church fabric. The balance relates to unspent investment income.
- The Whitaker Legacy for which the capital sum of £2,500.00 has to be maintained and invested. The income received from investing the capital is required to be spent on the maintenance of the fabric of the Church. The balance relates to unspent investment income.
- The Midgley Legacy for which the capital sum of £5,000.00 has to be maintained and invested. The income received from investing the capital is required to be spent on the maintenance of the fabric of the Church. The balance relates to unspent investment income.

Investments are held in the CBF Church of England Deposit Fund and the Investment Fund. The main Church account is held by Barclays. Planned giving by banker's order is paid into a Santander account.

**ST PAUL'S CHURCH SCOTFORTH  
CHARITABLE GIVING 2022**

**APPENDIX A**

	2022	2021	
	£	£	
Wycliffe Bible Translators	0.00	0.00	ww = world welfare
Global Link in Lancaster	0.00	0.00	wc = world church
MIND	0.00	0.00	nw = national welfare
Indian Appeal	0.00	1,000.00	lw = local welfare
			nc = national church
<b>TOTAL</b>	<b>0.00</b>	<b>1,000.00</b>	

Category

wc  
lw  
nw  
ww

This report on the accounts of the PCC for the year ended 31 December 2022, which are set out on pages 1 to 7 inclusive, is in respect of an examination carried out under Regulation 3(3) of the Church Accounting Regulations 2006 (the Regulations) and s.145(5)(b) of the Charities Act 2011 (the Act).

**Respective responsibilities of trustees and examiner**

As the members of the PCC you are responsible for the preparation of financial statements and the accounts. You consider that the audit requirements of Regulation 3(3) of the Regulations and section 144(2) of the Act do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

**Basis of independent examiners report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 145(5)(b) of the Act and to be found in the Church Guidance 2006 edition, issued by the Finance Division of the Archbishops' Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as 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 view given by the accounts.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements
- a) to keep accounting records in accordance with section 130 of the Act; and
- b) to prepare financial statements which accord with the accounting records and comply with the requirements of the 2011 Act and the Regulations have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed M. Bonnett Date 21 February 2023

Independent Examiner

Name .....M. Bonnett.....

Address .....43, Newlands Road.....

.....Lancaster LA1 4JE.....

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