Diocese of Liverpool

The Parish of Up Holland

Annual Report and Accounts for the Parochial Church Council

Year ending 31st December 2019

THE CHURCH OF ENGLAND

Administrative information

The Up Holland Parish Team consists of the Churches of:

St Thomas the Martyr Parish Church,
Church Street,
Up Holland,
Lancashire WN8 0ND.
Website: www.stthomasthemartyr.org.uk,

Christ the Servant Church
Birkrig,
Skelmersdale,
Lancashire WN8 9HW.
Website: www.christtheservantchurch.org.uk

It is in the Ormskirk Deanery of the Diocese of Liverpool.

Charity number: 1131230

The Liverpool Diocesan Board of Finance acted as Custodian Trustee for the inalienable property of the churches.

Appointed Architects:

St Thomas the Martyr	Kepczyk Pearce Sanderson Architects, Surveyors & Historic Building Consultants 75 Wilmslow Road, Handforth, Cheshire, SK9 3EN
Christ the Servant	Kepczyk Pearce Sanderson Architects, Surveyors & Historic Building Consultants 75 Wilmslow Road, Handforth, Cheshire, SK9 3EN
Bankers:	HSBC Ormskirk 5 Moor Street, Ormskirk L39 2AB

Independent Financial Examiner:
Dr Adrian Ball, 31, Ryder Crescent, Aughton,
Ormskirk, Lancashire, L39 5EY.

Legal advisor:
No-one on retention, all legal advice obtained through
St James' House, Liverpool.

Duties and Responsibilities of the Parochial Church Council (PCC):
The PCC works together in consultation with the priest in charge on matters of general concern and importance to the parish. Parochial Church Council as a charity is governed by two pieces of Church of England legislation, called Measures. These are the Parochial Church Councils (Powers) Measure 1956 as amended and the Church Representation Rules (contained in Schedule 3 to the Synodical Government Measure 1969 as amended)

The functions of parochial church council include:

a) co-operating with the priest in charge in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical;
b) the considering and discussing 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;
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 consider appropriate with the diocesan synod or deanery synod.

In the exercise of its functions the Parochial Church Council (PCC) takes into consideration any expression of opinion by any parochial church meeting.

The PCC is responsible for the good order, repair and appropriate use of properties owned by or invested in the ecclesiastical parish, which currently consists of: two church buildings (St Thomas the Martyr Parish Church and Christ the Servant Church), The Parish Rooms (located at St Thomas the Martyr CE Primary School), The Rectory, The Vicarage and the assistant curate's house. It must also ensure that any work carried out in the property it manages complies with statutory and Church of England regulations.

The PCC is also responsible for the management of the parish finances and resources. It must ensure that all financial conduct is in line with statutory and Church of England regulations.

Daily Management:
The priest in charge is the Chair of the PCC. Day to day management has been exercised by the Priest in Charge and the elected Churchwardens.

Parish Clergy
The Revd. Paul Lock, Priest in Charge,
The Rectory, College Road, Up Holland, WN8 0PY 01695 622936

Churchwardens

St Thomas the Martyr Parish Church

Dennis Roughley	29, Delphside Road, Orrell, Wigan WN5 8TR	07740 164447
Elisabeth Heyes	9 Tontine Road, Up Holland, Lancashire, WN8 0NF	01695 622238

Christ the Servant Church

Barbara Price	34 Eavesdale, Skelmersdale WN8 6AU	01695 720704
Denise Givens	35 Belfield, Skelmersdale, WN8 9HQ	07904 364347

Address for official correspondence:

	The Rectory, College Road, Up Holland, WN8 0PY	01695 622936

PCC Secretary:

Dorothy Smith.	38 Hallbridge Gardens, Up Holland, WN8 0ER dorothy.s@hotmail.co.uk	01695 632356

The PCC Treasurer:

David Durham	39 Tower Hill Road, Up Holland, WN8 0DU durhamdallolio@btinternet.com	01695 625774

List of Members of The Parochial Church Council for The Parish of Up Holland from April 2019

For the period from April 2018 until the date of approval of this report, the following people served as members of the Parochial Church Council:

Ex-Officio Members

The Revd. Paul Lock	Priest in Charge	paul.a.lock@outlook.com
Dennis Roughley	Churchwarden	crm.ltd@live.co.uk
Elisabeth Heyes	Churchwarden	elisabethheyes@btinternet.com
Barbara Price	Churchwarden	barbara@a2c-ltd.com
Denise Givens	Churchwarden	denisegivens68@gmail.com
Nick Daunt	Reader	jnickdaunt@gmail.com

Deanery Synod Members

John Gardner	from STM Church	john.gardner119@gmail.com
Helen Foster	from STM Church	helen.rob69@btinternet.com
Chris Dunbar	from STM Church	chrisjdunbar@sky.com
Paul Givens	from CTS Church	paulgivens68@gmail.com
Hannah Givens	from CTS Church	hannahgivens0693@gmail.com

Representatives elected from St Thomas the Martyr Church

** Date shown in brackets is the year that person's term of office comes to an end*

David Wright	(2020)	dash1321@msn.com
Syliva Farnworth	(2020)	farnworthsylvia@hotmail.co.uk
Margery Swift	(2021)	rayswift@live.co.uk
Pauline Starkey	(2021)	pcm.star16@outlook.com
David Farnworth	(2022)	farnworthdavid@hotmail.co.uk
Martin Starkey	(2022)	martin.starkey@talktalk.net

Representatives elected from Christ the Servant Church

** Date shown in brackets is the year that person's term of office comes to an end*

Denise Givens	(2020)	denisegivens68@gmail.com
Harry Lees	(2020)	h.lees@btinternet.com
Tracy Shuttleworth	(2021)	tracyashutt@hotmail.com
Stephen Holmes	(2021)	steveholmes1.sh.sh@gmail.com
Dave Fendle	(2022)	dave.fendle@me.com
Alison Woods	(2022)	naliwoods1@gmail.com

PCC Secretary

Dorothy Smith	Appointed by the PCC	dorothy.s@hotmail.co.uk

PCC Treasurer

David Durham	Appointed by the PCC	durhamdallolio@btinternet.com

Vice Chair

Nick Daunt	jnickdaunt@gmail.com

PCC Electoral Roll Officer

Margery Swift	rayswift@live.co.uk

PCC Safeguarding Officer

Chris Dunbar	chrisjdunbar@sky.com

Parish Standing Orders

Governing Legislation

The life of the Benefice and Team shall be conducted in accordance with the Team and Group Ministries Code of Recommended Practice, legislation relating to Parish Appointments and Representation, Canon Law, Church Legislation and Diocesan Rules in force at the time.

Benefice Team

The Priest in Charge and Churchwardens are ex-officio members of all Committees and may choose to attend when they consider it appropriate.

The Benefice and Districts

The Up Holland Team is a single Benefice with one Parochial Church Council and two Churches.

The Parish Electoral Roll

There is one Electoral Roll made up of two Church sections. Representation on the Deanery Synod is calculated from the totalling of the representation achieved individually from the two church rolls. Election is from the whole parish, regardless of churches, at the APCM.

Child Protection

A Child Protection Policy is agreed annually at the APCM in accordance with the Diocesan Guidelines and relevant legislation, for implementation at Parish and church level.

The Lay Chair

In addition to the role of the Lay Chair of the Parochial Church Council under Church Law, the Lay Chair shall be responsible for convening and chairing meetings of the Churchwardens of the Parish when necessary to discuss matters of common concern, or to take appropriate action, and has the right to attend any Committees in the Parish.

The PCC Secretary

The PCC may appoint one of their number to act as secretary of the Council. Failing such an appointment the office of secretary shall be discharged by some other fit person who shall not thereby become a member of the Council.

The Parish Treasurer

The PCC may appoint one of their number to act as Treasurer. Failing such an appointment the office of Treasurer shall be discharged by the churchwardens or by some other fit person who shall not thereby become a member of the Council.

The Parish Auditor

The Parish Auditor or Examiner is elected annually at the APCM in accordance with the requirements of the Charities Act 1993 and subsequent legislation.

Appointment of Officers and Sub-committees

At their first meeting after the APCM the Parochial Church Council will appoint its officers, their sub-committees and their representatives to other Parish Committees or outside bodies.

Quorum for Meetings

For a Meeting to take valid decisions, one third of the members must be present and voting.

Composition of the Parochial Church Council

Licensed Clergy and Lay Workers
Licensed Readers
Parish Treasurer
Members of General, Diocesan and Deanery Synod
Churchwardens – two elected from each Church
Elected Church Members – twelve members – six from each Church

The Parochial Church Council Standing Committee

The Priest in Charge or Rector
Team Vicar(s)
PCC Secretary
PCC Treasurer
Lay Chair
Four Lay Members elected by Parochial Church Council – two from each Church

The dates and venues of PCC Meetings are to be set by the PCC or the Standing Committee. In addition to the APCM there will be at least four Parochial Church Council Meetings in every year. Agendas for meetings are to be displayed at least two Sundays in advance of the meetings and minutes of the meetings are to be displayed within a month of the meeting for a period of at least two Sundays. PCC Meetings are to be held at places agreed by the PCC or Standing Committee.

Items for Parochial Church Council Agendas

Any item to be brought up under Any Other Business should be given to the Secretary or Chairperson twenty-four hours before the meeting. In exceptional circumstances the Chairperson can allow an item for Any Other Business to be brought up at the meeting.

Main Activities in 2019:

Include:

- Christ the Servant & St Thomas the Martyr worked closely with St Michael and All Angels, Dalton and are committed to becoming a single benefice once the required permissions have been given
- Developing and increasing the range of social events and fundraising activities
- Churchwardens from all three churches (of Up Holland Parish and Dalton Parish) had regular meeting with the priest in charge
- The treasurer, churchwardens and priest in charge have worked together on merging the church accounts.
- Christ the Servant planned and arranged another annual pantomime, this was very successful with people from across the local area coming to watch or take part.
- Held Lent groups at varied times to make them more accessible
- Olive Tree Café continues to flourish as an ecumenical project held in the Up Holland Methodist Church
- St Thomas the Martyr Church is open every day (Monday to Friday) and occasionally at weekends, through the work of volunteers to staff and run this. Wee have welcomed a good number of people from a wide range of places.
- The weekly Baby & Toddler Group continues to thrive at St Thomas the Martyr Church
- The St Thomas the Martyr Church Development Group has continued to meet to plan significant developments to the church and surrounding area to enable the building to be more accessible and to have some flexible space to enable a wider number of groups to use the facilities
- The Chancel and Sanctuary at St Thomas the Martyr Church was re-ordered and a beautiful, flexible space has been created and this has enhanced regular worship and provided a much appreciated space for concerts and many other activities.
- We are awaiting a decision from the Diocesan Chancellor on the application to do more re-ordering work at St Thomas the Martyr Church which will include: removing pews from the west end of the central aisle, rearranging pews in the side aisles to create booths, removing the current projector and screen and to reinstall something more sympathetic to the building, moving the Communion Rail in the Lady Chapel to create a reredos at the back of the Lady Chapel altar.
- The Development Group have worked hard to establish a Post Office within St Thomas the Martyr Church and to then be able to open a Café and Gift Shop. The Post Office has now been approved by Post Office Counters Ltd and we are working towards installing and opening the Post Office.

- The PCC is now looking at options regarding the future of Christ the Servant Church building – the condition of the roof and other aspects mean that repairing and maintaining are beyond the church's means and also looking at new options and opportunities will help us re-vision and more effectively be a Christian presence in the Digmoor area
- A Polish group has been established and a large number of people attend. Meetings are events take place in both churches and include a mixture of social and spiritual activities.
- Open Table – a free food café at Christ the Servant welcomes people every Wednesday and Friday for a free meal – good numbers attend each week.
- A new Café Church has been established at Christ the Servant and this attracts a good number of people (adults and young people)
- Church Lads and Church Girls Brigade is flourishing under its new leadership and increasing numbers of young people now attend the weekly meetings and also attend Café Church.
- We continue to look for ways to improve our presence and impact through the internet and social media.

Worship

Weekly Services Times at St Thomas the Martyr Church in 2019:

Sunday	9.00am	Eucharist
	10.30am	Sung Eucharist
Tuesday	7.00pm	Eucharist
Thursday	10.00am	Eucharist

Weekly Services Times at Christ the Servant Church in 2019:

Sunday	10.30am	Sung Eucharist or Morning Worship
Wednesday	10.00am	Eucharist

Seasons & Holy Days

A range of special services are planned throughout the year in both churches, these include:

Daily Services for Holy Week & Easter
Extra times of worship for Holy Days and Saints days
Remembrance Sunday Services with the community
Harvest Services and activities
Services to commemorate those who have died
Carol Services
Christingle
At least once a month each church holds an 'all age worship' style of service
Café Church

At St Thomas the Martyr:

The average attendance for Sunday services is 68 adults and 2 under 16's.
The total communicants on Easter Day 2019 was 109.
Total number attending special services run by the church during advent (Advent Sunday until 23rd December), which were held for the congregation and local community was 172
The total number attending Christmas Eve Services (including communicants) was 475 (Christingle & Midnight Eucharist)
The total number of communicants for Christmas Midnight and Christmas morning was 167 with 175 attending.

At Christ the Servant:

Worship: the average attendance for Sunday services is 23 adults and 2 under 16's
The total communicants on Easter Day 2019 was 36
The total number attending special services run by the church during advent which were held for the congregation and local community was 270
The total number attending Christmas Eve and Christmas Day Services was 114
The total number of communicants for Christmas Midnight was 38 with 42 attending

Spiritual Development

Both churches are committed to the spiritual development of all members, during the year this was supported by:

Using a range of material to enhance Sunday worship and making this more accessible through the printing of weekly service sheets
Lent Study Groups
Bible Study Course
Preaching and teaching in all Sunday and most weekday services
Open Church (STM Church) – to provide a place for private prayer and contemplation

Promotion of Christianity

This parish is committed to promoting Christianity in the communities we serve and has done this in the following ways:

Developing our websites and use of social media to promote services and events regularly
Arranging accessible and suitable worship for special occasions eg. Carol Services, Christingle, All Age worship
Engagement with schools through weekly assemblies and special services
Regular distribution of leaflets and cards to every home in the parish
Providing easy ways to discuss special services eg. baptisms, weddings, renewal of vows and blessings for significant wedding anniversaries, funerals, burial of ashes
Annual Community Pantomime at Christ the Servant Church
Baby & Toddler Group
Youth Groups
Children's Discos
Open Church (STM Church) – providing a safe and welcoming place for people to visit

Supporting Charities

This parish is committed to supporting the work of those charities and organisations which enrich and support the lives of others both in this country and overseas. We have supported financially the following organisations:

Traidcraft
Christian Aid
Queens Court Hospice
Send a Cow
British Legion
Children's Society
Medicin sans frontieres
North West Blood Bikes
Yewdale Counselling Services
Dementia Care

Parish Electoral Roll

The total number of people on the Electoral Roll is 175. There are 137 people on the register as members of St Thomas the Martyr Church and 38 at members at Christ the Servant Church.

Mission

Both churches have continued to see a decline in the number of people worshipping regularly in each church. Although some new people have started to worship in both churches, attracting new people, especially families and younger adults in numbers larger than those who stop coming to church remains a challenge. However, new styles of worship eg. Café Church and welcoming the

Polish Group have seen increased numbers attending service and worship at Christ the Servant Church.

Our missional focused group has been looking at ways the church can more effectively engage with the local communtiy and so introduce more people to faith in Christ. Work from this group is beginning to move forward through café Church and plans for Messy Church and other forms of worship and witness. There has been some development in the style of worship offered, including some non-Eucharist services. Some of these have been well received (especially at Christ the Servant) and others have not.

A significant challenge for us is that the two parishes (Up Holland and Dalton) with three churches has one stipendiary priest serving a total population of approx. 42,000. To help with this, there has been an increase in lay leadership of worship. Regular worship is supported and led by retired clergy, three Readers and ordinands. The need to appoint a second priest has been time consuming and slow, no appointment was made in 2019, but the process is on-going and we hope to appoint a new priest soon.

Church Buildings:

St Thomas the Martyr Church building was inspected in 2016 and the next Quinquennial Inspection is now due. Essential repairs have been undertaken to the main building. A regular maintenance programme has been maintained for the stonework and gutters. The flat roof on the annex remains watertight.

There was a flood in the main vestry in 2017 this resulted in all the furniture and carpets having to be removed. A claim was made through the Church's insurance. The decision was made not to replace the carpet but to sand and seal the wooden floor. Work to repair and restore the vestry following the flood is still ongoing because the stone walls still need time to dry out thoroughly. This has been used as an opportunity to improve storage in the whole area. There is still some work to be completed installing suitable storage.

The sanctuary and chancel were re-ordered in 2019. The screens at the top of the chancel steps were relocated along the East wall on either side of the high altar, the children's choir stalls were removed and the choir screens moved back, to create a wider space in the chancel. A new 'nave' altar was installed (made from the wood of the choir stalls that had been removed). All the carpeting was removed from the chancel and sanctuary. This has created a light, flexible worship space which has significantly enhanced Sunday worship and many other services and events.

At Christ the Servant the whole roof area continues to be a significant concern and challenge. Rain water continues to penetrate the roof area in all parts of the building. A new roof is required but raising the amount needed is currently beyond the church's means. Some small repairs have been carried out but a permanent solution is required. Members of the congregation and others associated with the church have helped to maintain the building. We have been looking at options to sell the church and site for development. This is an ongoing process.

Grounds maintenance:

At St Thomas the Martyr Church graveyard a voluntary garden team keep the church paths cleared and treated to prevent becoming slippery. Slippery paths remain a concern during wet and cold periods. A garden maintenance company is employed to cut grass on a weekly basis, this has helped with maintaining all areas of the graveyard and we frequently receive positive messages from visitors to family graves, those walking through the area and those searching for ancestral graves and monuments about the good order of the whole graveyard.

We have suffered from several acts of theft when people have come and stolen stone flags from the graveyard. These are very expensive and we have had to make a number of claims from the

insurance company to replace them. We continue to look for suitable solutions to help prevent further thefts and damage.

At Christ the Servant maintaining the grassed areas outside the church remains a significant challenge, due mostly to the age profile of the congregation and a lack of suitably aged people to volunteer on a regular basis to cut grass. Trees near the building which have been impacting on the roof area have been pruned and in one case removed. The path which runs diagonally across the grassed area continues to be problematic. This was laid around the 1990s without church/PCC permission. Responsibility for maintenance and options to have the path removed remain unresolved.

Risk Management

St Thomas the Martyr - The PCC takes its responsibility for the safety of the people and financial wellbeing of the Church very seriously. To date individual events and situations have been discussed and assessed as they have a risen and remedial actions taken as and when necessary. A Health and Safety Policy has been produced and a Risk Management Review has been carried out by Ecclesiastical Insurance. Our risk management policy is to continue to monitor all situations and carry out further risk assessments as and when necessary. Mr Martin Starkey is our appointed Health & Safety Officer. An Accident Book is in a prominent place in the church building. First Aid boxes are located in the church building and the contents are checked regularly.

Christ the Servant - The PCC takes its responsibility for the safety of the people and financial wellbeing of the Church very seriously. Up to now we have discussed and assessed individual situations as they have happened. We do not have an official policy in place regarding risk assessment at the moment, but we continue to monitor all situations. Mrs Barbara Price is our appointed Health & Safety Officer.

As a parish we operate the Diocesan policy of protection for children and vulnerable adults. Volunteers are scrutinised by the Disclosure and Barring Service [DBS].

The church is insured against the risk of damage to the building, vandalism, theft, fire and public liability.

Parish Website

As part of our commitment to safeguarding and ensuring we are compliant with Church of England Regulations, the following statement is displayed on our joint parishes website:

The parishes of Up Holland and Dalton takes its duty and obligation to protect all extremely seriously. We have adopted the national Church of England's robust procedures and guidelines. You can find out more about the national policies and procedures at www.churchofengland.org/safeguarding
If you have any safeguarding concerns or issues on a safeguarding matter then you can find useful contact information at http://www.liverpool.anglican.org/safeguarding

Ormskirk Deanery Synod

Your representatives for 2018 were Paul Givens, Hannah Givens, Helen Foster, Chris Dunbar, John Gardner and Rev Paul Lock.

Most of the Parish Representatives have attended all/most Deanery Synod Meetings, where these meetings have been open to other PCC members and congregation members, people from both churches have attended.

This parish remains committed to working closely and positively with other local churches and the wider Deanery.

Parochial Church Council Meetings 2019/2020

There have been 6 meetings of the PCC in 2018 and 1 meeting which has taken place in 2019 and with one more before the Annual Parochial Meeting (shown in italics), on the dates shown:

14th January 2019
12th March 2019
21st May 2019
20th June 2019
17th September 2019
9th October 2019
15th January 2020
12th February 2020
19th March 2020

Groups and Organisations

Church Schools in the Parish

There are three Voluntary Aided Primary Schools in the Parish.

- Bishop Martin CE Primary School
- Roby Mill CE Primary School
- St Thomas the Martyr CE Primary School

The PCC takes seriously its role of supporting the three church schools and is grateful to those who serve as foundation governors and for giving their time to lead and manage church schools for the whole community. We continue to support the Diocesan Board of Education policy to appoint practicing Christians to the role of Foundation Governor within our schools.

The priest in charge visits our schools each week to lead collective worship, to support all staff and pupils and to assist in the delivery of RE and spiritual development of pupils and staff. The headteachers and priest in charge meet each half-term to discuss and plan work and activities. There is an end of term Eucharist or end of term service in each school.

There are good positive links with all three church schools and each school regularly visits churches and takes part in several activities there.

Work and Service in the Wider Community

The churches continue to support work with people from the wider community through the following activities:

- 1st Upholland Scout Group
- 1st Up Holland Rainbows, Brownies and Guides
- Church Lads and Church Girls Brigade at Christ the Servant Church
- The Church Youth Club in Up Holland
- Baby & Toddler Group at Up Holland Church
- Informal chaplaincy role in Crawford Village, especially in the Primary School
- Olive Tree Café (ecumenical work based at Up Holland Methodist Church)
- Open Table (Christ the Servant Church)
- Polish Group which meets and uses both churches
- St Thomas the Martyr 'Open Church'
- Y6 Bell Ringing Group now established with children from St Thomas the Martyr CE Primary School
- Beetle Drive at Christ the Servant Church
- Women's Group at Christ the Servant Church
- Community Bingo

- Wednesday Coffee Morning at Christ the Servant Church
- Children's Discos at Christ the Servant Church
- St Thomas the Martyr Church Development Group
- Provision of food bank collection points in both churches for Skelmersdale Food Bank
- Walks for the parish and wider community
- At St Thomas the Martyr Church volunteers continue to undertake maintenance of the churchyard and church
- New toys were collected at the Toy Service and donated to Skelmersdale Food Bank at the Ecumenical Centre

Parish Details

PCC Name	UPHOLLAND TEAM MINISTRY
Year	2019
Name of signature 1 on accounts:	Revd. Paul Lock - Priest in Charge
Name of signature 2 on accounts	Mrs. D. Smith - PCC Secretary
Name of Independent Examiner	Dr. A. Ball
Professional Qualifications of Independent Examiner (if any)	M.B., Ch.B., FRCGP., FHEA.
Address of Independent Examiner	31 Ryder Crescent Aughton L39 5EY
Date of Accounts approval by PCC	12th June 2020
Date of Independent Examiner's Report	28th February 2020

Notes

1 Independent Examiners Report is an unqualified report.

PAROCHIAL CHURCH COUNCIL OF UPHOLLAND TEAM MINISTRY
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31 December 2019

	Note	General Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
INCOMING RESOURCES							
Voluntary Income	2(a)	73,096	1,634	13,128	0	87,858	101,096
Activities for generating funds	2(b)	12,199	0	635	0	12,834	19,913
Income from investments	2(c)	12,102	0	108	0	12,210	11,462
Church activities	2(d)	19,262	0	0	0	19,262	15,579
Other incoming resources	2(e)	0	0	0	0	0	0
TOTAL INCOMING RESOURCES		**116,659**	**1,634**	**13,871**	**0**	**132,164**	**148,050**
RESOURCES USED							
Church Activities	3(a)	120,398	6,529	5,483	0	132,410	127,054
Costs of generating voluntary income	3(b)	240	0	0	0	240	159
Fund-raising trading costs	3(c)	520	0	6,545	0	7,065	2,953
Governance costs	3(d)	3,263	0	0	0	3,263	3,667
TOTAL RESOURCES EXPENDED		**124,421**	**6,529**	**12,028**	**0**	**142,978**	**133,833**
NET INCOMING (OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		-7,762	-4,895	1,843	0	-10,814	14,217
Gains or losses on investment assets							
on disposal	5(b)	0	0	0	0	0	0
on revaluation	5(b)	0	0	0	0	0	0
Transfers between funds						0	0
NET MOVEMENT IN FUNDS		-7,762	-4,895	1,843	0	-10,814	14,217
Balances b/fwd at 1st January 2019		284,837	5,000	31,452	44,129	365,418	351,201
Balances c/fwd at 31st December 2019		**277,075**	**105**	**33,295**	**44,129**	**354,604**	**365,418**

The notes on pages 4 to 8 form part of these accounts

PAROCHIAL CHURCH COUNCIL OF UPHOLLAND TEAM MINISTRY
BALANCE SHEET
At 31 December 2019

	Note	2019 £	2018 £
FIXED ASSETS			
Tangible	5(a)	280,000	280,000
Investment	5(b)	44,129	44,129
		324,129	**324,129**
CURRENT ASSETS			
Stock			
Debtors	6	0	0
Short term deposits		47,527	55,182
Cash at bank and in hand		7,102	22,416
		54,629	**77,598**
LIABILITIES			
Creditors - amounts falling due in one year	7	7,105	7,943
NET CURRENT ASSETS/(LIABILITIES)		47,524	69,655
TOTAL ASSETS LESS CURRENT LIABILITIES		371,653	393,784
Creditors - amounts falling due after one year		17,049	28,366
TOTAL NET ASSETS		**354,604**	**365,418**
PARISH FUNDS			
Unrestricted		277,075	284,837
Designated		105	5,000
Restricted	8	33,295	31,452
Endowment	8	44,129	44,129
		354,604	**365,418**

Approved by the Parochial Church Council on 12th June 2020 and signed on its behalf by:

Revd. Paul Lock - Priest in Charge

Mrs. D. Smith - PCC Secretary

The notes on pages 4 to 8 form part of these accounts

PAROCHIAL CHURCH COUNCIL OF
UPHOLLAND TEAM MINISTRY
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31 December 2019

Accounting policies

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.
The financial statements have been prepared under the historical cost convention except for the valuation of assets which are shown at market value. The financial statements include all transactions assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main 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 forwards as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, 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 the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, interest is accrued. All other income is recognised when it is receivable. All incoming resources are accounted for gross.

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

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 disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1000 so all such expenditure has been written off when incurred.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1000 or less are written off when the asset is acquired.

The house on Beacon View Drive was revalued in 2017
The Parish Rooms are valued at Nett Building costs
Investments are valued at market value at 31 December.

PAROCHIAL CHURCH COUNCIL OF UPHOLLAND TEAM MINISTRY

NOTES TO THE FINANCIAL STATEMENTS (continued)

For the year ended 31 December 2019

2 INCOMING RESOURCES

CBF code			Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
	2a	**Voluntary Income**						
101		Planned Giving: Gift Aid donations	43,514		5,180		48,694	50,177
102		Tax Recoverable	12,423	1,250	1,000		14,673	15,545
103ab		Other	6,397		0		6,397	7,711
104		Collections (open plate)	5,800		0		5,800	6,261
105a		Gift Days	0		0		0	0
105b		Donations	4,962	384	6,948	0	12,294	13,049
201		Grants	0		0		0	0
202		Legacies	0		0		0	0
203b		Bispham Charity Fund	0		0		0	8,353
			73,096	1,634	13,128	0	87,858	101,096
	2b	**Activities for Generating Funds**						
401b		Bookstall for fundraising	0				0	0
402b		Hall Lettings for non-church purposes	0				0	0
203a		Rummage sales, fetes, etc.	12,199		635		12,834	19,913
			0				0	0
			12,199	0	635	0	12,834	19,913
	2c	**Income from Investments**						
301		Dividends and Interest including tax recoverable	398		108		506	334
302		Rent from land or buildings held as an investment	11,704				11,704	11,128
			12,102	0	108	0	12,210	11,462
	2d	**Income from Church Activities**						
402a		Church Hall lettings	1,604				1,604	1,130
401a		Bookstall for promoting church objectives	0				0	116
403a		Magazine income from sales	0				0	0
404		PCC Fees	17,658		0		17,658	14,333
			19,262	0	0	0	19,262	15,579
	2e	**Other Incoming Resources**						
601		Insurance claims	0				0	0
602		Surplus on sale of fixed assets					0	
			0	0	0	0	0	0
		TOTAL INCOMING RESOURCES	**116,659**	**1,634**	**13,871**	**0**	**132,164**	**148,050**

PAROCHIAL CHURCH COUNCIL OF UPHOLLAND TEAM MINISTRY

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31 December 2019

3 RESOURCES EXPENDED

CBF code			Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	TOTAL FUNDS 2019 £	TOTAL FUNDS 2018 £
	3(a)	**Church Activities**						
		Missionary and charitable giving:						
1001		Overseas missionary societies	0				0	0
1002		Overseas relief and dev. agencies	100		350		450	132
1003		Home missions and other Church organisations	51		1,028		1,079	1,305
1004		Secular organisations	423				423	0
		Ministry						0
2001		Parish Share	77,648				77,648	76,788
2002		Working expenses of incumbent	1,762		0		1,762	2,307
2003		Parsonage house	3,078				3,078	3,301
2004		Assistant staff costs	2,700				2,700	100
		Church running expenses						0
2005a		Heating and lighting	7,938				7,938	7,707
2005b		Insurance	9,045				9,045	8,814
2005b		Other costs	292				292	324
		Depreciation	0				0	0
2006		Church maintenance	1,696	229	908		2,833	4,826
2006a		Repair grants repaid					0	0
2007		Upkeep of Services	1,288		0		1,288	4,461
2008		Upkeep of church grounds	6,685		436		7,121	9,684
2009		Printing and other costs of magazine	0				0	0
2009		Bookstall costs					0	0
2016		Salaries, wages & honoraria	2,220				2,220	2,220
2017		Parish training and mission	416		0		416	780
2010		Hall running costs	0				0	58
2010		Hall maintenance	0		0		0	375
2011		Other PCC property	456		0		456	803
2012a		Major repairs to Church building	0		0		0	0
2013/4		Major repairs to other Church property	4,600		0		4,600	466
2015		Proposed new building work	0	6,300	2,761		9,061	2,603
			120,398	6,529	5,483	0	132,410	127,054
	3(b)	Generation of voluntary income						
3000a		Cost of appeals, etc	0				0	0
3000a		Cost of Stewardship envelopes	240				240	159
			240	0	0	0	240	159
	3(c)	Fundraising trading costs						
3000b		Bookstall costs	0		0		0	122
3000b		Costs of fetes and other events	520		6,545		7,065	2,831
			520	0	6,545	0	7,065	2,953
	3(d)	Governance costs						
4000		Independent examiner fee					0	0
4000ab		Administration costs	3,263				3,263	3,667
			3,263	0	0	0	3,263	3,667
		Total Resources Expended	**124,421**	**6,529**	**12,028**	**0**	**142,978**	**133,833**

4a STAFF COSTS

	2019	2018
	£	£
Wages and Salaries	0	0
Social Security Costs	0	0
Pension Costs	0	0
	0	0

4b PAYMENTS TO PCC MEMBERS

Mr H Lees was paid in his capacity as church organist but other than that
no payments or expenses were paid to any PCC member, persons closely connected to them or related parties.

5 FIXED ASSETS

5(a)

Tangible (all unrestricted)		Freehold Land & Buildings	Church Equipment	Total
		£	£	£
Actual/deemed cost	At 1 January 2019	280,000		280000
	Additions			0
	Disposals			0
	At 31 December 2019	280,000	0	280000
Depreciation	At 1 January 2019			0
	Charge for the year			0
	Depreciation on disposals			0
	At 31 December 2019	0	0	0
Net book value	At 31 December 2019	280,000	0	280000
	At 31 December 2018	280,000	0	280000

The freehold land and buildings comprise the house at 8 Beacon View Drive, UpHolland was re-valued in 2017 at £160,000 and the Parish Rooms off Highgate Rd UpHolland valued at £120,000

5(b) Investments

	2019	2018
	£	£
Market value at 1st January	44,129	43,129
Disposal at carrying value		
Purchases at cost	0	1,000
Revaluation gain/(loss)		
Market value at 31st December	44,129	44,129

The market value at 31st December represents investments for:	2019	2018
	£	
Unrestricted funds		
Restricted funds		
Endowment funds	44,129	44,129

6 DEBTORS (unrestricted funds)

	2019 £	2018 £
Prepayments and Accrued Interest		
Other Debtors	0	
	0	0

7 LIABILITIES

	2019 £	2018 £
Amounts falling due within one year (unrestricted funds)		
STM Loan	7,105	7,105
CTS Parish Share	0	838
Amounts falling due after one year (unrestricted funds)		
STM Loan	17,049	24,586
CTS Parish Share	0	3,780
	24,154	36,309

8 FUNDS

The unrestricted funds comprise the Church Deposit Fund held by the CBF and the Deposit Account held by the Bank.
The restricted funds held by the CBF comprise the Deposit Fund for Church & Schools, Parish Room Account and the Ellen Moss Memorial Fund.
FROST is held partly by the CBF and partly at the bank.
The Choir, STYLE and CTS funds are held at source, all other funds are held at the bank.
The Endowment Fund is the UpHolland Crawford Trust Fund held by the CBF.

Fund details appear at 10, 11, 12 below

9 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Endowment Funds £	Total 2019 £
Tangible fixed assets	280,000				280,000
Investment fixed assets				44,129	44,129
Current Assets	21,229	105	33,295		54,629
Liabilities					0
Amounts falling due within 1 year	(7,105)				(7,105)
Amounts falling due after 1 year	(17,049)				(17,049)
Fund balance	277,075	105	33,295	44,129	354,604

10 UNRESTRICTED FUNDS

The closing balance of Unrestricted Funds comprise the following:	2019	2018
STM Church Deposit Fund	4,060	3,701
STM Deposit Account	10,067	20,029
CTS Deposit Account	0	0
	14,127	**23,730**

10a DESIGNATED FUNDS

The closing balance of Designated Funds comprise the following:	2019	2018
CTS Maintenance Fund	105	0
STM Chancel Fund	0	0
	105	**0**

11 RESTRICTED FUNDS

The closing balance of Restricted Funds comprise the following:	2019	2018
Bispham Charity Fund	7,013	8,353
Deposit Fund for Church & Schools	12,426	13,971
Parish Rooms Account	150	148
Ellen Moss Memorial Fund	1	1
Schools Ministry Group	36	36
STM Flower Fund	1,220	1,001
STM Sunday Refreshments	1,153	589
STM Choir Fund	140	245
STM Youth Fund	100	65
STM Bells	2,433	2,526
STM FROST	7,234	2,458
STM STYLE Fund	17	17
STM Charity Fund	228	386
CTS Women's Group	96	96
CTS Interact4all	1,048	1,560
	33,295	**31,452**

12 ENDOWMENT FUNDS

The closing balance of Endowment Funds comprise the following	2019	2018
UpHolland Crawford Trust Fund	44,129	44,129
	44,129	**44,129**

Independent Examiner's Report

Report to the Parochial Church Council (PCC) of the Up Holland Team Ministry

on the accounts for the year ended 31st December 2019, as set out in your Annual Report.

Respective responsibilities of Trustees and Examiner

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

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the PCC concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

1) which gives me reasonable cause to believe that in, any material respect, the requirements:

   to keep accounting records in accordance with section 130 of the Charities Act;

   to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

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

Signed: _____ Date: 28/2/20

IE's Name: Dr.Adrian Ball

address: 31 Ryder Crescent, Aughton, L39 5EY