

**The Parish of St Matthew and St Luke, Chadderton**

**Annual Report of the Parochial Church Council for the Year Ended 31<sup>st</sup> December 2024**

**Presented to the Parishioners meeting and Annual Church Parochial Meeting on  
Wednesday 2<sup>nd</sup> April 2025 at 7.30pm**

Agenda for the Parishioners' and Church Parochial Meetings

The Meeting of the Parishioners

1. Election of Churchwardens

Annual Church Parochial Meeting

1. Apologies for Absence
2. Minutes of the previous APCM
3. Matters Arising
4. Reports for 2024:
  - Vicar
  - Work of the PCC
  - Accounts for the PCC
  - Independent Examiners
  - Gift Aid
  - Reader
  - Safeguarding
  - ALM
  - Grounds Maintenance
  - Churchwardens
  - Deanery Synod
  - Mothers' Union
  - 200 Club
  - Electoral Roll
5. Elections:
  - Parochial Church Councillors
  - Independent Examiners
6. Other Business to be notified to the secretary 48 hours before meeting

## **Parish Annual Report**

St Matthew's Church is situated in the Deanery of Oldham and Ashton which is part of the Diocese of Manchester within the Church of England

The correspondence address is The Vicarage, Mill Brow, Chadderton, Oldham OL1 2RT

### **The Annual Report of the Parish of Chadderton: St Matthew and St Luke for the year 2024**

#### **Administrative Information**

The Parochial Church Council (PCC) is a registered charity with the Charity Commission. Registration number 1143492.

The parish was in interregnum until 25<sup>th</sup> September 2024

PCC members who have served from 1<sup>st</sup> January 2024 until the date this report was approved are:

*Incumbent*                      The Revd Elizabeth Jane Devall SCP – from 25<sup>th</sup> September 2024

*Reader*                         Ann Tattersall

*ALM*                             Margaret Hughes

Ann Emmott

Lorraine Moore

Paula Leech – until 30<sup>th</sup> September 2024

*Wardens:*                     Helen Crabtree  
Margaret Hughes

#### *Representatives on the Deanery Synod:*

Gillian Barker

Margaret Hughes

Roy Tattersall

PCC Secretary

PCC Treasurer

#### *Elected Members:*

Jon Baptiste

Max Butterworth

Clare Clark

Alma Costello

Andrew Cox

Geoff Crossley

Ken Edwards

Lynn Edwards

Ann Emmott

Carole Heeks

Claire Middlebrook

Lorraine Moore

Jane Wernick

Rodney Wild

Pat Wild

From APCM 2024– 17 April 2024

From APCM 2024– 17 April 2024

From APCM 2024– 17 April 2024

Until APCM 2024– 17 April 2024

From APCM 2024– 17 April 2024

From APCM 2024– 17 April 2024

## **Structure, governance and management**

The method of appointment of PCC members is set out in the Church Representatives Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

## **Bank, Investment, Insurance & Other Details**

The Parish banking is with Lloyds, TSB and Co-Operative banks  
CCLA (Churches, Charities and Local Authorities)

The Insurers for the Parish are Trinitas

(Finance details are shown in the financial statements)

The PCC holds licences from Church Copyright Licensing & the Data Protection Registrar  
Details of Trust Funds attached.

## **Objectives and activities**

St Matthew and St Luke's PCC has the responsibility of cooperating with the incumbent, the Revd Elizabeth Devall in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical. It also has maintenance responsibilities for the Church of St Matthew, Chadderton Hall Road, Chadderton.

## **Church attendance**

At the 2024 Annual Parochial Church Meeting the number of people on the Electoral Roll was 194. The average weekly attendance, counted during October was 194. Over 16 years old – 130, under 16 years old – 71.

**Activities and performance follow in the form of various reports as detailed on the front page.**

**This report was approved by the PCC on Wednesday 19<sup>th</sup> March 2025 and signed on their behalf by Revd Elizabeth Devall SCP (PCC Chairman)**

Signed: 

## **Vicar's Report**

I would like to begin by saying thank you to everyone for their wonderfully generous and warm welcome at St Matthew and St Luke. It is a privilege and honour to serve as your parish priest.

The first nine months of 2024 the Church was still in interregnum and huge thanks must go to the Churchwardens and Church Officers, PCC members, retired clergy and everyone who ensured that worship continued, that the congregations were looked after and that the church buildings, finance and administration was taken care of. There is always a burden of huge responsibility that has to be carried during an interregnum, by Churchwardens in particular, but I know a whole team of people helped to maintain worship, mission and ministry at in the parish of St Matthew and St Luke. Thank you.

Thank you to everyone who prepared for the Welcome Service, those who issued invitations, got the church ready, prepared the music, organised refreshments and so on. It was a wonderful occasion, and guests commented to me what a wonderful welcome they had received and what a beautiful church I had come to. It was a joy to know that St Matthew's PCC had gained an ECO Church Bronze Award just before I was installed as your Vicar and that St Matthew's was already a member of the Inclusive Church network.

From October to December 2024 we managed to fit quite a bit in! I met with the Wardens and the PCC and am grateful for all that they do in the church and community and for their support to me particularly in showing me the ropes at a new church! I know that changing the times of Church services isn't easy and I am so grateful that the service time changes made both at St Matthew's and at St Anne's mean that I am able to lead worship and spend time with congregations at both churches each week. Thank you.

I have been privileged to officiate at baptisms, funerals and a marriage in my first 3 months with you as parish priest. Many non-church goers are welcomed into our churches as guests at occasional offices of baptisms, funerals and weddings. These occasions present great opportunities for reaching out and sharing the love of Christ with those who do not normally attend church. Thank you to all who offer vital support and share in this mission and ministry of the church with these occasional offices as Vergers, musicians, with administration and as welcomers.

It has been wonderful to worship with you each week on a Sunday and Thursday and get to know you. New liturgy was introduced at Advent and Christmas in our Sunday worship, using well known hymn tunes or folk tunes to sing parts of the service. Thank you to Garry our organist and musical director and the choir for their support with this and leading us in our singing and worship. Thank you to Ann Tattersall also for her support with leading worship. Thanks to all who are part of the welcoming team, who serve refreshments, operate the audio-visual equipment and those who read and lead our prayers. Thank you also to those whose ministry involves taking Holy Communion to the sick or housebound.

Huge thanks to Maggs Hughes for her support and her ministry at the Thursday evening Family worship and also to the team of welcomers. A revised liturgy was introduced using more of the Nursery Rhyme service when I arrived. The service is designed to encourage participation of all ages. Thank you to Maggs to leading a Service of the Word at least once a month too for that congregation. September saw an increase in numbers attending these services as a new school year began and some St Anne's families transferred to our Thursday evening worship and other new families joined. Most weeks there are more than 100 people in attendance and occasionally as high as 150.

At our Harvest Festival we collected donations for the Food Bank at both our Sunday and mid-week services- thank you for your support. In November we celebrated All Souls' Day, Remembrance Sunday and Safeguarding Sunday and ended the church year with a celebration of Christ the King. We held a Mission Community Advent Carol Service on Advent Sunday - huge thanks to Garry and the choir for helping to lead our worship. It was good to begin the new Church year by worshipping with those from other churches in our mission community. A Blue Christmas service was held at St Anne's and was attended and enjoyed by a number of St Matthew's folk. A St Nicholas service was introduced for the first time and gifts were given to St Nicholas who in turn, donated the gifts to the Booth Centre. The Booth Centre were very grateful. We held a beautiful Christmas Carol service which was much



appreciated by all who attended. Thanks to Maggs for leading the worship at our Christingle Service and our Crib Service. It was a joy to celebrate my first Christmas with you all, beginning at Midnight Mass.

I lead Collective Worship and have become a Governor at St Luke's Primary school. I have been in St Matthew's School and welcomed them back to Church for Harvest, Advent and Christmas services. Thank you to all those at St Matthew's It is a challenge and a blessing to look after 3 church schools (St Anne's Royton also), and I would like to thank all those from Church who work as Governors and help out at the schools when needed.

It is a joy to come to such a vibrant church as St Matthew's with the Toddler Group, the Dressmaking, the Luncheon Club and the Drop In going on each week and the Mothers' Union each month. Huge thanks to Alma Costello, Margaret Lees, Ann Tattersall and Val Prestwich and everyone who helps and supports them each week in their ministry. Thanks also to all involved in the grounds maintenance team who look after our beautiful grounds and church yard and thanks to Derek Seddon who prepares the ground for burials and helps maintain the records for our churchyard. Thanks to Margaret Rochford for the beautiful flowers in church.

Thanks to Maggs Hughes, Ann Emmott and Lorraine Moore for their ALM ministry and Ann Tattersall for her Reader Ministry and all that they do in those roles that contributes so wonderfully to the mission and ministry of our church.

As part of the Manchester Diocese family, we are called to be a worshipping, growing and transforming Christian presence at the heart of our community here in Chadderton. We have much to look forward to in the coming year as we pray and worship together and discern where God is calling us to join in His mission in our community and as we join with our neighbouring churches of St Anne's Royton, St Paul's Royton, St James' Oldham, St Mark's Chadderton and St Gabriel's Middleton Junction as a Mission Community. We will face challenges along the way I am sure but we will face them together and I look forward to the future with hope.

Thank you once again to all who have contributed to the life, worship, ministry and mission of the parish of St Matthew and St Luke.

For all that has been thanks! For all that shall be yes!

*Dag Hammarskjöld*

With love and prayers, Liz

*The Revd Elizabeth Devall*

## **The work of the PCC in 2024**

The full PCC met seven times during the year with an average level of attendance of 72%, standing committee met three times and budget committee met once, minutes of their deliberations were received by the full PCC and discussed where necessary.

The “day to day” work of the PCC is carried out by its members – we are a working PCC, and all members are expected to contribute whether on committees or working on specific tasks. Recommendations are discussed and if appropriate, ratified at full PCC meetings. This process makes for more focussed and strategic discussions and decision-making.

We entered 2024 following 11 months of interregnum knowing that we would continue in this vein for most of the year. We continued to keep our services running as normal with 8.30am and 10.30am Eucharist on a Sunday morning and the 6pm service on a Thursday evening. We were extremely blessed that most of our Sunday morning services were covered by Reverends Richard Hawkins, Ray Morris and Ian Butterworth whilst Margaret our ALM continued to deliver the majority of the Thursday evening services along with Ann our reader emeritus. Our pastoral team with ALM’s Ann and Lorraine continues to provide support to those in the parish who needed somebody to talk to.

Whilst in interregnum we are unable to start anything new, however, we did begin the New Year by holding an exciting Beetle Drive which was thoroughly enjoyed by all who attended. Who knew that throwing a dice and drawing a beetle could be so competitive? We were also able to have an afternoon tea as well as a concert by the Caprice clarinet quartet.

In March, the next stage of our interregnum journey continued, the interview of Liz Devall, our preferred candidate. The interview panel consisted of Helen and Gillian (our parish representatives), Area Dean Daniel, Archdeacon David, Bishop Mark and a representative from the King. Following the interview the panel unanimously agreed to offer Liz the position of incumbent at Saint Matthew and Saint Luke and we were pleased that Liz accepted. We were unable to announce this decision until we had formal approval from the King which was received a few months later. Once the announcement was made, the next job for the PCC was to meet with Liz to discuss her vision for our parish. It became clear that neither us nor St Anne (Liz’s other parish) would be able to continue with all our services in the same way. It is impossible for Liz to be in two places at one time. Liz made it clear that she wished to spend quality time in both parishes to ensure that neither church felt as second class.

The first obstacle to overcome was Sunday morning and Thursday evening services. It would not be possible to continue with two services at St Matthew on Sunday morning together with the 11am service at St Anne. Also, both family services on Thursday were at the same time. After a lot of discussion, it was agreed that St Matthews would have one sung Eucharist at 9am on Sunday morning with St Anne at 11am. Liz understood that this was a substantial change for St Matthews. It was agreed that St Anne would move their family service to a Wednesday evening allowing our Thursday evening service to remain the same. For congregations to get used to the new times, we started our 9am Sunday services on 1<sup>st</sup> September. Baptisms would move to 1pm on the second Sunday of the month from 2025, again this is to ensure that Liz can complete her service at St Anne and travel safely between the parishes.

PCC meetings will now be held on Wednesdays and Liz will be governor at St Luke’s primary school.

Liz’s service of welcome and licensing to the parish took place on Wednesday 25th of September and was presided over by Bishop Mark. It was wonderful to see representatives from Liz’s other parish as well as members of other churches within the mission community. This was followed by a food and drinks reception and Liz pre presided at first Eucharist on Sunday 29th of September .

To encourage congregations to join in all aspects of the Eucharist service, new settings for the Sanctus and Benedictus together with the Agnus Dei were introduced. They are sung to well-known tunes familiar to the congregation. Eucharistic service would now also start with a processional and a recessional hymn.

Services for Advent and the Christmas season were agreed with a few changes. We held a Mission Community Advent carol service on the 1st of December, a St Nicholas day service on Thursday evening where people brought gifts for distribution to the Booth Centre and our Christmas carol service took place on the 15th of December. On Christmas Eve at 3pm we had our Crib service and our midnight Eucharist at 11:30pm.

It has been a busy and eventful end to the year and we are thankful to the members of the PCC and other members of the congregations, who have worked tirelessly to ensure that our church has adapted to rapidly changing and challenging situations. We pray for strength and direction as we prepare to move into the new year with our new vicar, in the knowledge that God has a purpose for us all to ensure this parish is fit for mission and "Living out our call to share the Gospel in Faith, Hope and Love".

*Gillian Barker*

## **Financial Statements of the Parish of St Matthew and St Luke for the year 2024**

### **Income for general use.**

2024 saw a slight increase in giving by standing order which brought in £30,143 (£29,211 in 2023).

Giving by weekly envelopes decreased significantly to £5,944 (£10,334 in 2023). Cash collections increased to £4,546 (£3,993 in 2023) and donations, which include one-off envelope decreased to £2,385 (£2,976 in 2022).

Other activities e.g. refreshments and lunch club, parent and toddler group made surpluses after expenses totalling £2,179.

Our letting income was £565 (£336 in 2023).

Fees from funerals and weddings brought in £9,135 (£7,798 in 2023). £5,592 of which is related to the graveyard (see further information regarding graveyard maintenance costs in the expenditure section).

Recovered gift aid amounted to £11,190 (£11,652 in 2023). The amount we can claim is dependent on giving levels and it is automatically sent towards our parish share by the diocese.

Fundraising for unrestricted funds made a surplus after expenses of £2,880 (£3,891 in 2023), some of which is attributed to our knitters and bakers -thank you.

### **General expenditure.**

The parish share set by the diocese was £67,881 and we were able to pay £40,750 which equates to 60.03%. In 2023 we were able to pay 80%.

Expenditure for upkeep of services e.g. wine, wafers, candles, admin, printing, and payments to our organist plus licenses, water rate, insurance etc was at 2023 levels plus an amount for inflation.

The cost of gas and electricity was slightly higher than in 2023.

As we were in interregnum for 9 months of the year there was no expenditure on council tax, water and vicar's expenses for that period. In October we started to pay half vicarage costs and vicars expenses.

£7,152 was expended on routine building maintenance and cleaning.

Upkeep of the churchyard, amounted to £9,735 but that included purchase of a second ride-on mower which cost £5,850 after part-exchanging the tractor. Thank you to the volunteers, whose hard work maintaining the graveyard means that we are not having to employ a firm to do the work, which we estimate would cost at least £10,000 per annum.

### **Income and expenditure not for general use**

We received £10,905 from the sale of St Luke's church land. This has been noted in the main accounts as designated for future mission and ministry and major works.

We replaced the broken projector at a cost of £6,600. We paid £29,810 for the second part of the landscaping of the memorial garden and replacement paths around the north and west sides of the church. The stained glass windows were cleaned and protection renewed at a cost of £18,708.

Funds for the above major items of expenditure came from legacies received over the past few years.

### **Risk, review, funds and reserves policy.**

It is good practice to maintain a readily accessible balance on unrestricted funds to cover both ordinary running costs and those which arise unexpectedly. The PCC aims to hold between 3 and 6 months running costs in free reserves - at 31<sup>st</sup> December 2024 the balance of free reserves stood at £47,732. This balance does not include any monies that have been designated e.g. legacies or for fabric repairs or those held in the Marianne Hamilton bequest account (see paragraph below).

Funds and related transactions which are considered to be under the control of the PCC are included within these financial statements. In addition there exists an independent registered charity, number 244678, the Marianne Hamilton bequest which was created following the sale of land belonging to the Parish of St Luke. Its purpose is for the improvement of the amenities of the church and for other purposes in the Parish of St Matthew and St Luke.

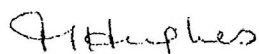
### **Statement of Trustees Responsibilities**

Charity Law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements the trustees have:-

- selected suitable accounting standards and applied them consistently;
- made judgements and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepared the financial statements on the going concern basis.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Acts. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Margaret Hughes



Parish Treasurer.

# Parochial Church Council of ST MATTHEW AND ST LUKE

## RECEIPTS AND PAYMENTS ACCOUNT

For the year ending 31 December 2024

### RECEIPTS

Note	2024 Unrestricted Funds £	2024 Designated Funds £	2024 Restricted Funds £	TOTAL 2024 £
Voluntary Income	53,808	0	3,869	57,678
Activities for Generating Funds	5,336	0	0	5,336
Income from Investments	6,380	0	879	7,259
Church Activities	11,426	0	0	11,426
Other Incoming Resources	0	15,620	0	15,620
<b>TOTAL RECEIPTS</b>	<b>76,951</b>	<b>15,620</b>	<b>4,748</b>	<b>97,319</b>

### PAYMENTS

	2023 Unrestricted / designated Funds £	2023 Designated Funds £	2023 Restricted Funds £	TOTAL 2023 £
Cost of Generating Voluntary Income	120	0	0	120
Fund Raising Costs	533	0	0	533
Church Activities	76,293	56,927	1,964	135,184
Governance Costs	0	0	0	0
<b>TOTAL PAYMENTS</b>	<b>76,946</b>	<b>56,927</b>	<b>1,964</b>	<b>135,837</b>

### EXCESS OF RECEIPTS OVER PAYMENTS

	4	-41,307	2,785	-38,518
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The notes on the following pages form part of these accounts

# Parochial Church Council of ST MATTHEW AND ST LUKE

## Statement of Assets & Liabilities at 31st December 2024

	2024 Unrestricted Funds £	2024 Designated Funds £	2024 Restricted Funds £	TOTAL 2024 £
<b>1. ASSETS</b>				
Current accounts	11,527			11,527
TSB business Instant Account	1,702	13,635		15,337
CBF PCC No 1 account *	6,453	25,148		31,601
CBF PCC No 3 account *	500		3,553	4,053
St Luke's CBF Account *	23,653	68,015	1,556	93,224
MM Rowntrees Charity - held in COIF fund *			3,241	3,241
Marianne Hamilton Account *			7,978	7,978
Investment assets - held in CBF funds *	3,520		2,437	5,957
Flowers cash			-72	-72
200 Club current account	378			378
<b>TOTAL ASSETS</b>	<b>47,732</b>	<b>106,798</b>	<b>18,692</b>	<b>173,222</b>

\* Held with CCLA with interest and dividends paid to parish accounts. Some funds are managed by Manchester Diocese

Approved by the Parochial Church Council on *22nd January 2025* and signed on its behalf by. *[Signature]*

Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2024 (Cont)

**2. INCOMING RESOURCES**

	2024 Unrestricted Funds £	2024 Designated Funds £	2024 Restricted Funds £	TOTAL 2024 £
<b>2(a) Voluntary Income</b>				
Planned giving by gift aid	33,061			33,061
Income tax received (Gift Aid Lite)	10,790		260	11,050
Planned giving not by gift aid	3,025			3,025
Collections - Cash on plate	4,546			4,546
Donations & appeals	2,385		2,987	5,372
On behalf of other Charities (note 5)			623	623
	<b>53,808</b>	<b>0</b>	<b>3,869</b>	<b>57,678</b>
<b>2(b) Activities for Generating Funds</b>				
Fundraising	3,413			3,413
Lunches and other refreshments	1,923			1,923
	<b>5,336</b>	<b>0</b>	<b>0</b>	<b>5,336</b>
<b>2(c) Income from Investments</b>				
Dividends and interest	6,380		879	7,259
	<b>6,380</b>	<b>0</b>	<b>879</b>	<b>7,259</b>
<b>2(d) Income from Church Activities</b>				
Trading e.g. lettings	565			565
Fees, statutory and optional	9,135			9,135
Parent and Toddler Group	1,726			1,726
	<b>11,426</b>	<b>0</b>	<b>0</b>	<b>11,426</b>



2(e) Other Incoming Resources  
 VAT claims  
 \*\* Sale of land St Luke's church

4,715  
 10,905  
 4,715  
 10,905

0	15,620	0	15,620
76,951	15,620	4,748	97,319

TOTAL INCOMING RESOURCES:

Parochial Church Council of ST MATTHEW AND ST LUKE

NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2024(Cont)

**3. RESOURCES EXPENDED**

	2024 Unrestricted/ designated Funds £	2024 Designated Funds £	2024 Restricted Funds £	TOTAL 2024 £
3(a) Cost of Generating Voluntary Income i.e. giving envelopes	119.96		0.00	119.96
3(b) Fund Raising Costs Events expenses	533.30			533.30
	<b>653.26</b>	<b>0.00</b>	<b>0.00</b>	<b>653.26</b>
3(c) Church Activities				
Missionary and Charitable Giving (note 5)			622.64	622.64
Diocesan Parish Share	40,750.17			40,750.17
Ministers expenses & vicarage costs	803.61			803.61
Musicians fees for Church Services	2,400.00			2,400.00
Heat, light, water, telephone	7,076.47			7,076.47
Insurance	2,502.92			2,502.92
Youth and Children's work	131.76			131.76
Parent and Toddler Group	225.71			225.71
Outreach	77.00			77.00
Maintenance of building incl cleaning	7,151.78			7,151.78
Upkeep of services	3,895.37			3,895.37
Church grounds maintenance	8,734.57	1,000.00		9,734.57

	Admin costs, photocopier, stationary, postage	1,299.16		1,299.16
	Lunches and other refreshments	1,244.54		1,244.54
	Funds held for needy of the parish		91.04	91.04
**	Upgrade AV system	6,601.87		6,601.87
**	Major building work	19,331.37		19,331.37
**	Memorial garden	29,993.68		29,993.68
	Music		0.00	0.00
	Flowers		1,250.00	1,250.00
		<b>76,293.06</b>	<b>1,963.68</b>	<b>135,183.66</b>

### 3(d) Governance Costs

**TOTAL RESOURCES EXPENDED:**

<b>76,946.32</b>	<b>56,926.92</b>	<b>1,963.68</b>	<b>135,836.92</b>
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\*\* Funds for Major building work, memorial garden, and AV upgrade taken from designated legacies and donations in memory.

### 4. COSTS RELATING TO FUNERALS & WEDDINGS

It is the custom of the PCC to charge for the services of organists, vergers and sextons at funerals & weddings, and to pass these fees on to the individuals providing the service. Fees for the Vicar at such events were paid to him as part of his stipend. These costs are correctly netted off against fees received, because the PCC is acting merely as agent. Statutory fees income totalled £6371 in respect of organists, vergers & grave preparation and £4111 in respect of DBF fees.

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2024**

#### **1. ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 using the Receipts and Payments basis. The financial statements include all transactions for which the PCC is responsible. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

##### **Fund accounting**

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

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

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

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

## **Parochial Church Council of ST MATTHEW AND ST LUKE**

### **NOTES TO THE FINANCIAL STATEMENTS For the year ending 31 December 2024 (Cont)**

#### **General Funds**

General Funds represent the amounts available to the PCC to meet its ongoing obligations, based on the assumption that restricted funds are not available for general use.

#### **Music fund**

Donations and fees received that are specifically for all aspects of music other than the organist's salary are held in a restricted fund.

#### **Flower funds**

Donations received in respect of church flowers are held in a restricted fund to be spent on future flower displays. The balance on hand is sufficient to pay for flowers for the immediate future.

#### **Mission**

Various collections are held on behalf of other organisations and these are paid over as soon as practical.

#### **Marianne Hamilton Bequest.**

The PCC acknowledges Marianne Hamilton Bequest as an independent Registered Charity, number 244678, which was created following the sale of land belonging to the Parish of St Luke. It's purpose is for improving the amenities of the church and for other purposes in the Parish of St Matthew and St Luke, Chadderton.

## **Independent examiner's report to the PCC of St Matthew and St Luke, Chadderton**

I report on the financial statements of the PCC for the year ended 31 December 2024. This report is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 ('the Regulations') and section 43 of the Charities Act 1993 ('the 1993 Act').

### **Respective responsibilities of the PCC and the examiner**

As members of the PCC you are responsible for the preparation of the financial statements; you consider that an audit is not required for this year under the Regulations and under section 43(2) of the 1993 Act and that an independent examination is needed. It is my responsibility to issue this report on those financial statements in accordance with the terms of the Regulations.

### **Basis of this report**

My examination was carried out in accordance with the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act and to be found in the Church guidance, 2006 edition. 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 of 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:

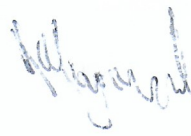
(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the 1993 Act; and
- to prepare financial statements which accord with the accounting records and comply with the requirements of the 1993 Act and 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:



NAME: KEITH HAYWARD FCCA  
qualification, if relevant

Address 35 BROADWAY ROYTON OLDHAM OL2 5DD  
Date 20.2.2025

## Gift Aid

Thank you, the Parishioners, for the donations you have made in 2024 - whether as a regular committed giving donation or as a single donation and regardless of your tax-paying status.

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2024</b>
<b>RegDonor</b>	£10,323.14	£8,143.44	£9,387.00	£8,184.94	
<b>OneOffs</b>	£167.90	£219.00	£124.92	£120.00	
<b>GASDS</b>	£1,964.06	£1,365.76	£1,331.30	£1,267.14	
<b>Total</b>	<b>£12,455.10</b>	<b>£9,728.20</b>	<b>£10,843.22</b>	<b>£9,572.08</b>	<b>Year Total</b>
			<b>25% refund</b>		<b>£10,649.72</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2023</b>
<b>RegDonor</b>	£11,271.61	£7,668.48	£9,272.25	£8,644.90	
<b>OneOffs</b>	£441.53	£543.10	£291.77	£377.96	
<b>GASDS</b>	£1,357.49	£1,439.22	£1,394.18	£1,946.97	
<b>Total</b>	<b>£13,070.63</b>	<b>£9,650.80</b>	<b>£10,958.20</b>	<b>£10,969.83</b>	<b>Year Total</b>
			<b>25% refund</b>		<b>£11,162.42</b>

<i>Donation Value</i>	Jan-5Apr	6Apr-Jun	Jul-Sep	Oct-Dec	<b>2022</b>
<b>RegDonor</b>	£12,260.89	£8,790.10	£9,867.65	£9,837.40	
<b>OneOffs</b>	£460.30	£495.95	£602.39	£475.84	
<b>GASDS</b>	£3,170.90	£2,033.71	£2,518.17	£2,090.63	
<b>Total</b>	<b>£15,892.09</b>	<b>£11,319.76</b>	<b>£12,988.21</b>	<b>£12,403.87</b>	<b>Year Total</b>
			<b>25% refund</b>		<b>£13,151.57</b>

The Gift Aid year runs in tandem with the Tax Year, though for the purposes of this calendar year report, I detail those donations that we were able to prove an audit trail on, viz: valid name, address and Gift Aid Declaration (separately held, or contained on the One-off yellow envelopes). In total we were able to claim back £10650 from the government to contribute to church expenses. This is of course a tremendous sum, albeit we cannot ignore the falling trend. Some £5000 less than the pre-covid year of 2019, and even £2000 less than we recovered during the covid years of 2020 & 2021. *Ie Less gross claimable income of £8000 per annum than we managed during covid.*

This reflects the harsh practical reality of upheaval of interregnum, reduced footfall with our 2 vs 4 weekly services, and congregation lost from the parish and to ill health and death. Anecdotally, replacement individual donor giving is not being seen at the lost individual donor giving levels. Unfortunately, our expenses have not tailed off with the income trends – sharing the burden of competing for constrained congregational income in their respective hierarchy of needs.

GASDs is a longstanding 'temporary' scheme whereby - regardless of tax-payer status - we can currently claim up to £2000 in a tax year from cash in the weekly collection. If you DO pay tax, may I please ask you instead, to complete a Gift Aid Donation Form available from me and in church. Likewise, if you can commit to regular giving, you strongly consider payment by weekly/monthly standing order, or if not possible, Regular Giving Envelopes available from me and in church.

You will note how the declaration does state it is your responsibility to ensure that you personally (not your joint/shared household) pay sufficient tax to cover all your GiftAided donations - the Revenue do randomly audit! With standard tax-free income unchanged at £12570 per annum, a change in circumstance/tax status can quickly change matters. Do please let me know - on a strictly confidential basis - should your declaration with me need to change at any point. I can then ensure no over-claims are made. Conversely, with the continuing 'fiscal drag' of static tax allowances, you may have now started paying tax again on your total combined income, enabling you to complete a Gift Aid Declaration for me.

Eg £80 per month donation = £960 in a year on which £240 tax is reclaimed by church.  
A minimum £13,770 annual income would need earning to incur this 'refunded' £240 tax charge.

In the meantime, please do keep me updated of any changes in your email address, physical address, name or tax-paying status!

Neville Barker (GiftAidStMatthews@gmail.com)



### **Reader Ministry**

Since our last A.G.M., I have been pleased to help the Vicars that have led our Services in Church since Revd. David Penny departed in Jan 2023. I would especially like to say "Thank you" to Reverend Richard Hawkins, as he was the one who was most available to lead us during our Interregnum.

It has also been a pleasure to work with Revd. Liz Devall since she became our Minister, as I assist with leading the Services in Church that she has composed, using a variety of options for the different Services during the Church's year.

On Tuesdays I have also continued to assist with the Luncheon Club that Revd. David Penny suggested we have every week, and which began over ten years ago. We are recognised as a "Place of Welcome" for all who come and spend time with us, as we chat together, have a meal, and usually play a board game or card game afterwards, before departing around about 3.00pm.

I also wish to thank Margaret Rochford who has also been part of our team at the Luncheon Club for over 10 years, and to Susan Tracey and Alma Costello who also joined us later on, taking turns to make the main course of the Lunch, and helping with the cooking, serving and cleaning up afterwards. We are also grateful for Harry Mullins, who now brings to Church or takes home afterwards in his car, those who need help to travel to and from Church, so that they can join us.

Finally, I am pleased to be able to visit those who are not able to travel to Church on their own for Services, but I can take Home Communion to them and hopefully help them recognise that God is always with us, even in times of difficulty, as we pray together to Him.

*Ann Tattersall*

### **Safeguarding**

During the period 1st January to 31st December 2024 there were no notifiable disclosures or causes for concern.

Our parish of St Matthew and St Luke, Chadderton is committed to safeguarding children, young people and adults from harm. We follow the House of Bishops guidance and policies. We currently do not have a nominated Parish Safeguarding Officer and until we make an appointment to this role the Diocesan Safeguarding Officer, Abbey Clephane Wilson continues to fulfil this role. She can be contacted at [safeguarding@manchester.anglican.org](mailto:safeguarding@manchester.anglican.org) or by calling 0161 828 1465 or 07384 460958. You may also contact myself as the Vicar or the churchwardens.

The certificate numbers and their issue dates of members of the congregation holding DBS certificates relevant to their role within St Matthew and St Luke's are held on record. This enables us to check when renewals are due.

All our groups working within St Matthew's are reminded that any new leaders/post holders having contact with children and/or vulnerable adults must have a relevant, current DBS certificates to safeguard all people attending those groups.

The Current Parish Safeguarding Handbook is available online, accessible through the diocesan website.

*The Revd Elizabeth Devall*



### **Authorised Lay Ministry**

During the interregnum I continued to lead most Thursday evening Service of the Word worship with Ann leading those that I didn't do. Since Liz started her ministry I have been on rota for one Thursday service per month.

Each Service of the Word has a format of prayer, hymns, confession, readings, a talk, creed and intercessions but is also quite bespoke as we try to make the services as interactive as possible.

It is a pleasure to report that attendance at these services and the Thursday Holy Communion services led by Liz has increased with a regular attendance of 120 and the occasional high of 150 (roughly 50/50 children and adults).

During Holy week I led an evening service of Stations of the Cross and the family worship on Good Friday morning. I also took a ministerial role in the Good Friday liturgy.

In December I led the Christingle service and on Christmas Eve I led the Crib service.

From Advent, I also put together the slides for the new service formats and continue to add each week's hymns.

I also continued the task of liaison with St Matthew's school for the occasions when they come into church for services and I led the Year 6 joint leavers service, attended by pupils from St Luke and St Matthew.

*Margaret Hughes*

### **Grounds Maintenance**

We had a small but dedicated maintenance team in 2024. We part exchanged the little used tractor for a second ride-on mower so more than one person can be cutting at the same time.

We continued our relaxed approach of not having a rota, which enables people to turn up when they have an hour or so to spare and the weather is right. However, an hour often stretches into a few hours as the ride-on mowers are fun to use!

WhatsApp is used to post where we have cut and to discuss which area needs to be done next. I would like to give a huge vote of thanks to Geoff, Rob and Tony plus Max when back home. Thanks also to Anne M for tackling the mowing of the field which is neither easy nor quick. Not forgetting Gavin, Louisa, Alastair and Sebastian plus new recruit Matthew who undertook the annual mammoth task of cutting the hedges.

Thank you also to Jeff for hand mowing the memorial garden, cutting up and moving fallen trees and raking up leaves. And to Helen for clearing graves of items that haven't been removed by grave owners e.g. dead Christmas wreaths and items that are not permitted under graveyard regulations.

Thanks also go to Sue for all her hard work planting and weeding our flowers beds and tubs which look beautiful all year round with spring bulbs and summer flowers making them especially colourful.

We are always happy to welcome new recruits for all the tasks.

*Margaret Hughes*

## Wardens' Report 2023

For the first three quarters of the year, we remained in interregnum, and we have again been extremely lucky to have had almost all of our services covered by retired clergy and clergy from other parishes. Gillian continued to work very hard to arrange cover for these services and for this we owe her a massive thank you. We also owe our grateful thanks to the visiting clergy themselves.

Our thanks go to Margaret and Ann who continued to step in to cover the services that could not be covered by visiting clergy, mainly the Thursday All Age Service. Margaret continued to work very hard with our schools acting as liaison and arranging services and activities held in church. As well as Margaret and Ann we are thankful for our other ALMs, Ann and Lorraine who have provided pastoral care to those unable to attend church services in person.

We are very grateful to our other volunteer teams without whose help we could not operate:

- Our dedicated Deputy Wardens, Sidespersons and Welcomers who provide valuable assistance during our services.
- Our volunteers who run our weekly events and groups.
- Our flower arranging, gardening and graveyard maintenance teams.
- Max for his work on social media.
- Jeff – the church's very own handyman.

All of them work very hard and for this we offer our sincere thanks.

All the usual yearly maintenance services have been carried out:

- Kitchen/Choir Vestry Boiler serviced by Modern Plumbing (£128.00).
- Main Church Boiler serviced by J W Moore (228.00).
- Fire extinguishers (£75.30).
- AV/hearing loop serviced by Noiseboys as per service agreement.
- Mole traps were set by Pro-Kill and moles were caught (£321.60).
- Gutters were cleared and a small section of roof tiles secured by D Swindell & Sons (£350.00).
- Rodent infestation checks carried out quarterly by Pro-Kill under service contract. Some infestation found and dealt with.
- Gardening Equipment serviced by Ashley Mowers (£1018.00).
- Emergency Lighting serviced by Barlow's Electrical (£168.00).

Additional work was carried out as follows:

- Faulty pressurisation unit on the main boiler was replaced by J W Moore (£795.90).
- Mastic between narthex roof and adjoining wall had perished and was replaced by Heritage Conservation (FOC).
- Preventative work recommended by architect to rooves also carried out by Heritage (FOC).
- Power Surge Protection installed by Barlow's Electrical (£954.00).
- Remedial Work advised at the 5-year electrical check was carried out by Barlow's Electrical (£690.26).
- Faulty projector was replaced by Noiseboys (£6,600.00).
- Trunking added to cabling that was left uncased when additional sockets were added to nave (£31.74 - Labour FOC).
- Electrical sockets in narthex and on balcony were repaired by Ullmer Electrical Ltd (£48.00)
- 5 Aluminium signs were installed at churchyard entrances stating that dogs must be kept on leads in churchyard (£225.60).
- Graveyard map replaced to include Garden of Remembrance/Tranquillity Garden (£295.20)
- 2 churchyard benches replaced in churchyard - paid for by families of deceased parishioners.
- Stained and coloured glass window protection throughout church replaced by Charles Lightfoot as recommended during last QI (£18,708.00).
- Our Garden of Remembrance/Tranquillity Garden was completed and four new benches installed by Evergreen Landscapes (£26,620.00). The garden was blessed by Revd Canon Richard Hawkins and we offer our thanks to Richard for his blessings.
- Slippy and uneven paths and cracked paving around the church were replaced by Evergreen Landscapes (£13,190.00).
- Dead Hawthorn tree in area D fell during bad weather.
- Two new trees were planted in area F to replace two handkerchief trees that had died - paid for by families of deceased parishioners.
- Deep clean of the church was carried out over 3 days at £13.00 per hour.

- Carpets cleaned by volunteers (FOC).
- Pipe in small w.c. repaired by volunteers (£15.00 - Labour FOC).
- Lock replaced on top safe in vicar's vestry by Lancashire Safes (£108.00).
- Prolect Security attended on different occasions to replace faulty batteries and door contact (£156.00), circuit board replaced under warranty.
- Wooden gate between church and school retreated and latch replaced by volunteers (£4.78 -Labour FOC).

**(VAT where applicable is included in all prices. Professional fees are recorded separately in the church accounts)**

There has been water ingress into narthex, also into vicar's vestry causing wet rot. Awaiting remedial work to be carried out.

St Luke's Church car park was sold for £10,905.00.

A white marble wedge installed without permission was removed from the churchyard under private faculty.

We held two fundraising events during the year in the form of a Beetle Drive in January and a Wind Concert in December, performed by Caprice Quartet. These two events were very successful both in terms of enjoyment and fund raising for the church. (Money raised is shown separately in church accounts). Our Seniors' Afternoon Tea which we held in November was also a great success and enjoyed by all who attended. We thank all the volunteers who helped make these events a success.

We held a raffle in December to raise money for church funds (Money raised is shown separately in church accounts). Prizes were kindly donated by our parishioners.

The inventory and Terrier were updated accordingly.

At the end of September, we were very pleased to welcome our new Vicar, Revd Elizabeth Devall and we thank Liz for leading us in Worship and for her Spiritual Guidance and Ministry of God's Word.

*Helen Crabtree & Margaret Hughes*

## **Deanery Synod**

Area Dean: - Daniel Ramble  
Lay Chair: - Liz Dent  
Deanery Lay Secretary: - Barbara Micklethwaite  
Deanery Treasurer – Jan Ratcliffe  
Transformation Officer - John Evans Deanery

To stay fully informed about everything that's happening in Manchester Diocese, you can sign up to receive the weekly E-news by following this link - [Sign up for Manchester Diocese E-news](#)

The Deanery convened multiple times during the year, though attendance was lower than expected. Some meetings were held in person, but due to the Deanery's large geographical area, suitable meeting locations were limited. Other sessions utilized a hybrid format, combining online participation with in-person attendance. Each format presented its own challenges. For online meetings, issues included intermittent internet connectivity and speakers occasionally moving out of microphone range. In-person meetings posed travel difficulties for some delegates, particularly those from the older generation, who faced both travel and internet accessibility challenges. Despite these obstacles, the Diocese continues to explore methods to enhance participation and engagement among delegates. The Deanery has integrated multiple formats to accommodate all delegates, striving for inclusivity despite the generational and technological divides. While these meetings largely serve to disseminate information, they are still crucial for addressing key issues and ensuring representation within the Diocesan Synod.

The meetings are of an information giving exercise with little or no decision being taken. At the last meeting, decisions were taken to choose representatives for the Diocesan Synod. 3 out of the 4 places were filled. Geoffrey Dent, Deborah Warrington and Jo Korney were elected.

Financial updates are presented, an overall picture there is a Parish share shortfall of £1.8 million pounds. This is causing financial problems; the sale of housing stock and other assets is helping with the shortfall. Parishes who have contributed towards Deanery expenses of £30.00 are thanked for their contribution.

A Presentation was made by Area Dean Daniel Ramble on Growing Churches for all Generations. There was a growth in numbers attending churches. This resulted in group discussions and feedback.

Growing Faith, new opportunity and building on learning from 2024.

An example of this was highlighted in the Diocesan newsletter.

St Anne's CE Primary School Royton continue to flourish as a school/church community and "Arty Annies Creative Worship Sessions" are very much part of the vision for the school and its spirituality and collective worship time. We have a dedicated group of young people that come together to worship and respond creatively to a particular Bible story or verse.

Additionally, the commitment to fostering environmental stewardship through the Eco-Church initiative has been commendable, as demonstrated by the bronze award achieved by St. Matthews and St. Lukes. The congregation's collective support is vital for sustaining these initiatives and ensuring that the impact of their efforts reaches every corner of the community.

*Roy Tattersall*

## **Mothers' Union**

Our year began with the AGM in January when our Branch Leader/Secretary, Treasurer and Auditor were all reappointed. Susan Matthews and Margaret Rochford both agreed to continue on the committee for a further three years. In February Mavis Booth told us the history of Shrove Tuesday and this was followed by us being served a chocolate pancake. Our March meeting took the form of a quiz and in April Gillian and Neville Barker took us on a wonderful safari showing us numerous pictures of their recent trip. The May meeting turned out to be quite hilarious with 'Name that Tune' organised by our church organist, Garry Johnson. Lesley Walker entertained us in June reading poems she has written which are all based on various events in her life. July being the last meeting before our summer break we just chatted with our friends and enjoyed a sharing supper. The speaker arranged for September let us down so we relied on the old faithful 'Who Wants to be a Millionaire'. October was a very interesting meeting with Rev Daniel Burton telling us about the work of the charity ABCD (Action around Bethlehem Children with Disability), a charity he is very much involved with. In November we made Christmas Cards under the supervision of Mavis Booth and again our musical knowledge was tested with Garry Johnson arranging 'Name that Christmas Tune'. We all knew the tunes but could we think of the titles. This was followed by our Christmas supper.

Donations were again made to the Make a Mother's Day and Summer of Hope appeals. We had our annual card stall in November and with Baptism and Mothering Sunday cards our branch sold a good £200s worth of cards with the profits going to Mother's Union projects. It has been disappointing that we never received any feedback regarding the Bags of Love we have provided to our two church schools and in view of this it was decided to discontinue this and any money saved put to other projects. Our Branch was represented at the Archdeaconry Festival at Bamford, the end of triennial service at Manchester Cathedral and the Advent Carol Service at St Anne's Manchester.

Unfortunately due to one or two people not renewing their membership and the sad deaths of two others our membership now totals 18, two of whom are indoor members and a third one wishing to become an indoor member. Attendance at meetings is averaging slightly below 9 but it has been pleasing to see that guests have attended at six of our meetings.

Finally I would like to thank those members who undertake tasks on behalf of the branch, the committee and all our members for their support and particularly those who organised the branch meetings that I was unable to attend due to health issues.

Valerie Prestwich

## **200 Club**

2024 saw good participation in the 200 Club, with continued awareness/ability to partake whether based locally or not – permitted by our Local Authority registration of the same.

At the end of December 2024 we had 76 syndicate member lines (*72 December 2023*) each contributing £4 per month. Having sold 932 lines during 2024 (*842 in 2023*), we were able to award £1677.60 across 36 winners in accordance with our constitution. In addition, £2050.40 was paid over to general church funds with regards to ongoing church expenses.

Thank you to each of you who subscribe to the 200 Club, and to those who share its existence with your local friends and neighbours who may want to know how they can help their local church at arms length.

*Neville Barker, Margaret Hughes and Jane Wernick*

*Administrators [StMatthews200Club@gmail.com](mailto:StMatthews200Club@gmail.com)*

*Council Registration number: **Lot0225***