**ANNUAL REPORTS & FINANCIAL STATEMENTS**

of

**The Parochial Church Council of Hoole Parish Church**

**St Michael’s & All Angels Liverpool Old Road, Hoole**

**for the year ended 31st December 2013**

**The Rector**

Rev Derek A Baines

16 Middlefield

Leyland

PR26 7AE

**Bank:**

The Royal Bank of Scotland

78 Liverpool Road

Penwortham

Preston

**Independent Examiner**

M.W. Harrison FCA

27 Bentley Park Road

Longton

Preston

PR4 5ZT

**Websites:** [**www.hoolevillage.com**](http://www.hoolevillage.com)

[**www.hooleparishchurch.com**](http://www.hooleparishchurch.com)

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**The Rector’s Report**

2013 has been a varied year. We have had many social events, hard work carried out by the Ministry Team, the Pastoral Team and the Liturgy group which have led to changes within our church. The Diocesan report “Shape of Things to Come” was superseded by the report “Reshaping Ministry for Mission” (RMM), I was a part of the Diocesan team that worked upon this. Both reports potentially have an impact upon the Parish of St Michael’s. The church wardens have been kept busy with the Quinquennial report and, alongside the Friends of St Michael’s; the consequences of that report have been examined. My thanks to Eric & Robert for their continuing support.

At the end of 2012 we looked at the Food bank situation in the Preston area and supported the Salvation Army with donated food. During 2013 the Churches Together in Penwortham set up a food bank for the people in the north of the Borough of South Ribble which includes Hoole. The people of St Michael’s have been superb in their response to helping those less fortunate and this was seen very much in evidence at the collection of food at the Harvest service when tinned & dry goods went to Penwortham and fresh goods to St Catherine’s Hospice. Thanks to all for your continuing charitable support.

Our children in the schools and the Sunday Club helped us to rename the club ‘Michael’s Club’ & this has shown some growth with as many as 14 children coming to join us at the end of morning worship. My thanks to Kathleen and her team, it is a lot of hard work in preparing and delivering weekly teaching to our children.

Our Ministry Team met twice in the year and we rewrote the Parish Mission Statement which will appear on the front of the parish magazine and on the new church notice boards in early 2014. We also looked at many aspects of the parish ministry and mission, see the separate report. We will spend time in 2014 looking at our Mission Action Plan and the potential effects of RMM. My thanks to all who support this group.

The Pastoral Team has met and we continue to support families as they approach baptism with a home visit by team members followed by a visit into church for further ‘training’ prior to the baptism service. Rona McClure has worked hard during the year to complete her training for the role of Parish Pastoral Assistant, leading the team and setting up the Messy Church once a month. As a licensed Communion Assistant Rona will also take communion to the housebound in 2014 as she has completed some accompanied visits with me. Other licensed Communion Assistants are invited to take part in this ministry. My thanks to those people who have such a valuable ministry.

The Liturgy Group was set up after comments from members of the congregation about a perceived lack of ‘child & family friendly worship’. Their hard work has resulted in a new format for the Family Praise Service which has been well received by all. My thanks to those who prompted the change and followed it up.

Music continues to be a part of our worship and we regularly have a number of people sitting in the gallery. I know that there are plans to become an organised choir and look forward to this. Thanks to Carole & Phil & those who sing, especially when anthems are practiced and delivered so well.

2013 saw 5 children and 1 adult being confirmed by Bishop John and at the end of the year our new group comprises 8 children and 3 adults. My thanks to the adults who give so much time in preparing and teaching the groups.

The Friends continue to support us and as a result of generous donations we now have our flagpole and planning work is well on with the proposed Horrocks memorial weathervane which will be erected early in 2014.

We have seen more school activity in church, I continue to visit St Michael’s School weekly and now I go into Little Hoole School at least once each ½ term, the lead up to Christmas saw this frequency leap as I visited various classes.

Early in 2013 we saw a couple of our parishioners spend time at Whalley Abbey on a Cursillo weekend, a renewal weekend which our friends found helpful in varying degrees on their journeys of faith.

2013 saw a reduced number of weddings, according to a national survey this was due to the year being ’13 as we see a huge increase in numbers here and nationally for 2014.

We held joint services with our Methodist friends and as the new minister, the Reverend John Fisher settles into the new parishes we will hopefully repeat this in 2014.

The PCC determined the need for a stewardship campaign and this began with a group meeting just before Christmas. We await the outcome of this in terms of new pilgrims and hopefully a rise in giving. My thanks to Mike Redshaw for leading our group.

Of course the highlight for me was the opportunity to represent the parish at the consecration of our daughter church of St Michael & All Angels, Tididiek Okorom in the Teso region of Uganda. Presentations about this trip are now being given by Sharon and me throughout the Deanery and also north of the river in Elizabeth Swarbrick’s deanery.

Socially our church carries on shining in the community with many non-churchgoers joining our groups and visiting our various events. A marvellous opportunity for ministry that is not missed by church members and we show a happy and friendly face to all whom we meet. Thanks to the Social committee and the joint churches group for their hard work.

And finally we said hello to our Ordinand, Mrs Rie Walker. She has been made most welcome by you and feels at home in a parish of many differences from her home parish. I am sure that she will enjoy a good learning experience.

My thanks have been expressed to many but I also thank the people of St Michael’s for their friendliness and hospitality and support for new projects. Change is on the horizon and I feel that the Parish is in a good place from which to embrace anything that comes our way.

**Derek Baines**

**Rector**

**January 2014**

**The Churchwardens Report**

With very minor exceptions all the requirements of the 2008 Quinquennial Survey have been met. The Quinquennial Survey undertaken in 2013 reflected the optimistic views expressed last year regarding the sound structural condition of the church. We are however charged with holding a watching brief to check on potential movements where areas of weakness have been shown in the past (cracks in the wall - fragile strips will be installed and monitored).

* External below ground drains were cleaned out and checked to ensure that they were free flowing..
* Electrical systems were checked and upgraded as required
* Paths treated with a herbicide and vegetation removed as required
* Lightning protection checked.
* We have checked for asbestos as instructed—none has been found.

From the above information you can see that we have already made progress, however we still need to:-

* Refurbish the north door
* Look at the uneven flags in the Nave
* Renovate the dormer windows
* Check the security of castellations and pinnacles.

The Rector informs us that the Diocese is having a serious look at the installation of insulation to reduce energy requirements. This could involve blowing insulation into the loft space in the church and installing a glass door on the porch.

The above information only gives you a flavour of the report. A full copy of the 2013 Quinquenniel Report is available for inspection at the Annual General Meeting

Much work was effected outside the requirements of the Quinquenniel Survey. Details of these are available for perusal in the Church Log Book together with the Inventory.

In last year’s report, the Wardens mentioned some work in progress:

* The notice boards have been erected
* The Sundial on the south face of the tower has now been repainted
* The Flagpole has been installed
* Work is still progressing on the manufacture of the Wind Vane

We have highlighted so far, the physical aspects of church management, but what of other matters. The wardens are happy to record that the Parish is in good heart. St. Michaels suffers from problems common to most other parishes, that of an ageing population, however support is constant and attendance at services is maintained. The numerous church organisations work together on many projects resulting in an active social life. The Reverend Derek has settled in and managed to stir us up on a number of occasions

**Eric Barker OBE**

**Robert Hawthornthwaite**

**January 2014**

**Legal and Administrative Information**

The Parish Church of Hoole St Michael is located on Liverpool Old Road, Much Hoole, near Preston.

The address for correspondence during 2013 was 16 Middlefield Avenue, Leyland, PR26 7AE.

The members of the Parochial Church Council for the financial year 2013 were:

Rev Derek Baines, Eric Barker, Bob Hawthornthwaite, Andrea Susnik, Barbara Wood, John Clarkson, Jane Elphick, Carole Bamber, Bill Carr, Gillian Slinger, David Turner, Phil Norton, Ted Hopkins, Kathleen Leigh, Pearl Read, Jean Smallwood, Julie Tanham, Jean Dewhurst, Andrew Cornwell, Rona McClure; none of whom received any payment for their PCC services and were elected at the Annual Parochial Church Meeting.

The PCC is a charity with Excepted Status given by the Charity Commission.

The names of the main bankers are Royal Bank of Scotland, Penwortham Branch, and Barclays Bank

**Aims and Organisation of the PCC**

The aim of the PCC is to co-operate with the Rector in promoting in the Parish the whole mission of the Church; pastoral, evangelistic, social and ecumenical. For the Mission Statement refer to Appendix A.

The PCC is structured with officers of Chairman, Vice-Chairman, Secretary and Treasurer; policy decisions being taken by the whole of the members after discussion. The only sub committee of the PCC is The Friends of St Michael’s and Development Committee, the activities being outlined in Appendix B.

The number on the Electoral Roll is 116 – a decrease of 44 from 2012.

The average Sunday attendance for 2013 was 97; of which 85 were adults and 12 children; this is comparable to the 2012 average, which was reported as 86 adults and 13 children. These figures include any baptisms that may have taken place during Sunday worship. We also held 6 school services in church, 4 weddings, 1 renewal of marriage vows and 22 funerals. There were 25 Baptisms held outside normal worship with an average of 45 adults and 12 children attending. Easter, Remembrance and Christmas show an overall reduction in numbers.

**Objectives and Activities**

The PCC is committed to enabling as many people as possible to worship at our Church and to become part of our Parish. The PCC maintains an overview of worship and makes suggestions on how our services can involve the many groups that live within our Parish. Our services and worship put faith into practice through prayer and scripture, music and sacrament.

When planning the activities for the year, the incumbent and the PCC have considered the Commission’s guidance on public benefit, and in particular, the specific guidance on charities for the advancement of religion. The PCC tries to enable ordinary people to live out their faith as part of the Parish community through:

* Worship, prayer; learning about the Gospel and developing their knowledge and trust in Jesus
* Provision of pastoral care for people living in the Parish
* Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of the Church of St. Michaels which falls within the working remit of The Friends of St Michaels and Development Committee, which operates under the guidance of the PCC.

**Review of the Activities of the Church**

Issues discussed fully by the PCC include:

* Arrangements for our main Festivals throughout the Church’s year;
* The welfare of Parishioners, including those with any special needs;
* The progress of the Sunday School is reported, the Minister also giving an overview of his involvement with the local Church and county schools;
* Financial issues affecting not only our own Parish and Diocese but the broader mission of the Church in general, incorporating wherever and whenever possible overseas assistance;
* The maintenance and improvement of the Church and Churchyard;
* Any issues arising from the Deanery Synod reports;
* Arrangements for regular ecumenical services throughout the year

**Main Events in the Life of the Church:**

Voluntary help is willingly given by many members of the Church and community, in the preparation and implementation of the main events in the church year. This includes the compilation and distribution of a monthly magazine for the benefit of Church members, the wider community and others interested in the life of our Church. Details of the events of 2013 are covered in the various reports presented elsewhere in this report.

Appendix A St Michael’s Church Mission Statement

**Your God, Your Church, Here for You!**

Founded in the grace of God and our Saviour Jesus Christ, celebrating the love and service of the Lord and life; we the people of St Michael’s will share Christ’s love and values with people of all ages so that through prayer, teaching and sharing we will grow together in the love of God our creator.

We invite you to join us in

Our Worship

Our Faith

Our Fellowship

Our Mission

**May The Lord Bless You And Keep You**.

Appendix B The Friends of St Michael’s and Development Committee

The Friends of St Michael are people who care for the church and want to assist the Parochial Church Council in preserving, maintaining and repairing the fabric, fittings, furniture and ornaments of St Michael’s Church, Hoole, and its churchyard. Its members come from many parts of the country and all have a personal or family link with St Michael’s, valuing its history, architecture and unique connection with Jeremiah Horrocks. Others were baptised, confirmed, worshipped or married here. Others attended St Michael’s School, or have loved ones buried here.

“The Friends” is run by a committee whose other remit is to raise money to pay for the maintenance and upkeep of the church and churchyard, and to sponsor projects which enhance and beautify the church. This committee is a sub-committee of and answerable to the Parochial Church Council of Hoole.

Faculties have been obtained via the Diocesan Advisory Committee in respect of:-

* **The Sundial** - this was repainted, access to which was greatly assisted by the loan of an elevated work platform from a supportive member of our congregation
* **The Flag Pole** - a 12 metre high fibreglass free standing flagpole was erected and placed adjacent to the entrance gate of the church. A flag flew from this mast for the first time on Remembrance Sunday, however, inclement weather prevented any flag flying over the Christmas period

* **Jeremiah Horrocks Memorial Wind Vane** – The Friends and many other members of the parish and beyond; responded to this appeal very positively. Construction of the vane is now in progress and it will be sighted on the church tower, the spot previously occupied by the flag pole. The Rector is confident that the project will be completed by April, when the Bishop, The Right Reverend Julian Henderson comes to dedicate a number of completed projects.

**The New Notice Board** – There are now two in place, each located adjacent to both entrances to the churchyard and has been weather protected with glass. Both constructed by members of our congregation.

**Churchyard Benches** - During the summer the benches in the churchyard were stripped, renovated and repainted by two of our members

**The Quinquennial Report** - No immediate structural concerns were identified, however we must keep a close watch and monitor any historic movement. For further details on this report, refer to Churchwardens Report.

**External Drainage System** – Deficiencies identified have already been remedied, although the extremely wet weather has led to some flooding in the churchyard. Other remedial work has been identified but this can be undertaken in a phased manner, within our financial resources

**Statutory Requirements** - insurance, the lightning conductor, electric installations, fire extinguishers and other safety considerations have all been met .

There was a Service in Church in September for The Friends which was well attended. In October a play written by Eric Northey was performed in church entitled “The Transit of Venus”. The relationship between Jeremiah Horrocks and his older friend from Salford William Crabtree was explored. A successful night well supported by the “Friends” and guests.



**Eric Barker OBE JP Chairman**

**Appendix C St Michael’s Sunday School (now known as “Michael’s Club”**

Following a meeting with Rev. Baines, Kathleen and Andrea it was decided to re-name Sunday school to try to give it a more ‘up to date’ image. Children from St. Michael’s school and Little Hoole School were invited to enter a competition to suggest a new name for Sunday school. There was a good response and it was decided that the new name of the group would be ‘Michael’s Club’. The 4 – 6 age group are called *Shining Lights* and the age group from 7 years onwards are called *Shining Stars*.

The group continues to meet every Sunday during school term time except the 4th Sunday of the month when the children and their families are encouraged to attend the Family Service in church. Michael’s Club starts at 10.15am and the children continue to join the church congregation approximately half way through the 10.30 am service.

The format of Michael’s Club continues with the use of a DVD set called ‘Friends and Heroes’. The children watch the videos which relate to Bible Stories. These are followed by lessons which are used in conjunction with the videos.

There are approximately 14 children who attend Michael’s Club. Although this is not a large number most of the children attend on a regular basis.

Michael’s Club went on their annual ‘Family Day Out’ to Blackpool Zoo in July. As in previous years we were given special group rates and benefited from a guided tour around the zoo by the Zoo Education Department. However, unfortunately not many children were able to participate this year.

Michael’s Club donated £50.00 to the Water Appeal We believe it is essential for children to be aware of their Christian social responsibilities.

Above all, we aim to develop and encourage each other in the faith of God so that each one of us can honestly say ‘Thy Will Be Done’

**Kathleen Leigh**

**Michael’s Club Leader**

**Appendix D St Michael’s Church Ladies’ Group**

**Aims & Objectives**

* To promote friendship
* To introduce others into the fellowship of the Church
* To give practical service to both Church and Community

2013 was again a successful year for the Group and our membership has remained excellent at 48.

Our meetings were well attended and the speakers were most entertaining. The programme included talks on the work of the Friends of the Mulanje Orphans; “The Golden Age of Comedy”; “My Day at Buckingham Palace”, “From Muck & Music to Stones & Roses”, a life as a farmer, musical writer and charity fund raiser; the Titanic; and “Christmas Customs with Bells on” (hand bell ringing). Members enjoyed a trip to the Barn at Scorton during the summer; and our two fund raising events were the Garden Party which raised a considerable amount for our funds, and the Christmas Coffee Evening (social evening), when a substantial sum was donated to Cancer Research.

We were pleased at the end of the year to give donations to the Hoole Uniformed Groups, St Michael’s CE School; St Michael’s Morris Dancers; St Michael’s Sunday School (Michael’s Club); The Jeremiah Horrocks Wind Vane Appeal; Tracey Taylor Dancers; St Catherine’s Hospice; and Derian House.

We look forward to another successful year in 2014.

**Erika Penrose**

**Group Leader**

**19th January 2014**

**Appendix E St Michael’s Men’s Fellowship**

**Aims and Objectives:**

* To promote fellowship between the men of the Parish
* To give practical and financial help to both Church and community
* To provide financial assistance to both local, national and international charities
* To raise funds to carry out the above by, and through, annual subscriptions, raffles and organising an annual race night and to finance our monthly meetings.

The majority of our income is from member’s subscriptions and fund-raising; the main event being the annual race night, and other celebrations taking place within the Church and parish.

The donations this year consisted of a number of smaller donations to a variety of worthy causes.

**Ted Hopkins**

**Secretary & Treasurer**

Appendix F St Michael’s Church Social Committee

**Aims & Objectives**

* To promote friendship
* To introduce others into the fellowship of the Church
* To give practical service to both Church and community
* To give financial assistance to local charities by organising fund raising events during the year.

Events this year started in February with a Musical Evening held in church provided by the June Baker Singers, together with light refreshments. A Parish Walk around Longton Brick Croft was enjoyed on a lovely evening in May followed by welcome refreshments afterwards. Our Harvest Supper on 14th October was a tremendous success and well attended with entertainment provided by the U3A Ukulele Band and U3A Tap Dancers followed by a delicious hot pot and apple pie supper.

The money raised from these events has enabled the committee to make donations this year to :

* Friends of St Michael’s Church
* St Michael’s Sunday School
* Hoole Scout Group
* St Michael’s Church Flower Fund
* Messy Church

The committee also provided refreshments in church following the Christmas Carol Service.

**Helen Ross**

**Treasurer**

Appendix G St Michael’s Church Flower Arrangers

Fourteen volunteer flower arrangers are responsible on a rota basis for the floral decoration of the Church throughout the year, excluding Lent.

When required, the fund also provides floral decorations for weddings.

There is also a rota of donors to provide money to cover the cost of the provision of regular floral displays and together with other donations received, this fund occasionally contributes to the upkeep of the Church.

**Althea Slater**

**Treasurer**

Appendix H The Ministry Team

The Ministry team met twice during 2013 and acknowledged areas of work that have not progressed as well as we have liked but we celebrated successes in the work of the team.

* Michael’s Club; “Friends and Heroes” DVD’s which introduce the children to Bible Characters and give them tasks which we see and applaud in church.
* Liturgy Group, see later in this report
* Messy Church, successfully set up and run by Rona McClure from October 2013.
* Improved links with the Scout Group – Reverend Derek to work with Beavers and Cub Scouts in 2014 for their faith activity badges

Areas which need work by all members of the congregations that are still ongoing.

* Improve Fairtrade philosophy in all church activities
* Youth worker shared with other parishes and paid pro rata by us - No real progress as dependent upon Deanery plans and Diocesan vision

This is a snapshot of the work needed to progress.

The Ministry team rewrote the Parish Mission Statement and as no comments from the Parishioners ensued this has now been adopted and will appear on the front of the Parish Magazine in 2014:

***“Your God, Your Church, here for you!***

*Founded in the grace of God and our Saviour Jesus Christ, celebrating the love and service of the Lord and life; we the people of St Michael’s will share Christ’s love and values with people of all ages so that through prayer, teaching and sharing we will grow together in the love of God our creator.”*

Finally we looked at Vocations, recognising many ministries within church and discussed how we can encourage people to consider how they share their talents to forward the church’s work in leading, teaching and worship.

A Liturgy Group was set up as a sub group of the Ministry Team to look at the Family / Parade service with the intention of making it “family friendly”. We looked at what the church does well and what we felt that we could do better. We looked at many resources for all ages and family worship with the assistance of Susan Witts, The Diocesan Children’s coordinator. The service was rewritten and piloted in October 2013. The service outline has been successful and continues without change encompassing our ideals of getting more involvement by children in the service and introducing a ‘birthday slot’ to celebrate with the whole community.

This group will only meet if there are requests to make changes within our services.

**Rev Derek Baines**

**February 2014**

**Appendix I The Pastoral Team**

The Pastoral team has met irregularly during 2013 and they always begin with Holy Communion to dedicate ourselves to the work.

We have a ‘silent team’ of ladies who visit housebound parishioners who have done a good job in keeping Reverend Derek informed of the visits and the need for a ‘clerical’ visit when required.

We have a group of 4 who help with Baptism preparation and we would love to see this number grow. We have consolidated the requirements of ‘training’ for those requesting the Baptism of their children in church.

Rona McClure continues her training as Parish Pastoral Assistant and has taken the lead in visiting families prior to a visit to church before the Baptism. The process now involves a home visit by members of the lay team, a visit to church when Reverend Derek teaches various aspects of our Christian journey and goes through the service with the family.

Rona will be taking home communions to the housebound in the New Year as a part of her communion assistant’s license. It would be nice to see others with this license following suit.

We meet in the New Year to plan future Pastoral work and Rona will be commissioned by the Diocesan Warden of Readers early in 2014.

**Derek Baines**

**February 2014.**



















**Independent Examiner’s Report for the year ended 31st December 2013**

This report on the financial statements of the PCC for the year ended 31st December 2013, which are set out on pages 21 is in respect of an examination carried out in accordance with the Church Accounting Regulations 2006 (using the receipts and payments method) and s.43 of the Charities Act 1993.

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 the audit requirement of Regulation 3(3) and section 43(2) of the Charities Act 1993 do not apply. It is my responsibility to issue this report on those financial statements in accordance with the terms of Regulation 25.

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 Act and to be found in the Church Guidance, 2006 edition. That examination includes a review of accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner’s Statement

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

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

\* to keep accounting records in accordance with section 41 of the Act; and

\* to prepare financial statements which accord with the accounting records and comply with the requirements of the Act and the Regulations have not been met; or

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

# M.W. Harrison

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dated:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

These signed and examined accounts will be presented at the APCM on

Monday 28th April 2014