



St Paul's Heaton Moor

A member of the Heaton Team Ministry



Annual Report for year 2014

Contents

Team Vicar's Report.....	Pg 3
Warden's Report.....	Pg 4
Electoral Role Report.....	Pg 5
Pastoral Care.....	Pg 6
Coffee.....	Pg 6
Baptism Preparation Team.....	Pg 6
Deanery Synod Report.....	Pg 7
Playgroup Report.....	Pg 8
Hall's and Bookings Report.....	Pg 9
Heaton's Team council Report.....	Pg 9
Safeguarding Report.....	Pg 10
Safeguarding Policy.....	Pg 11
Safeguarding Good Practise.....	Pg 13
Treasurer's Report.....	Pg 15

Team Vicar's Report 2014 by Rev'd Helen Scanlan

This year has had our mind focused on the work on the tower, which will be finished in the New Year. Occasional offices have still taken place with a little juggling around contractors; again we have seen many baptisms through the year but the amount of weddings and funerals which are held in church have dropped.

This does not bear any relation to our community as again other churches in the team have seen a drop also.

We have had extremely good attendance our community events such as the strawberry tea and our Christmas fair, which are always well attended.

But the increase in attendance over the Christmas period has been overwhelming. All the service drew in a record number, and though we should not look upon number too much it is very encouraging to see, it also gives us hope for the future.

We opened the church again for people just to wander in and have some quiet time, this ran from spring to autumn, and was used by several people. I am hopeful to do this again next year.

I have not been able to attend the Heaton Churches Partnership meeting since I began playgroup on Thursday mornings, which as you will see in my report has been going very well.

We engaged with the cubs who attended a service on the 4th May to be presented with their faith badges, and we have had some very successful events taking place in the church. One was the fashion show which Moo Boutique helped put on, where we saw the isle changed into a cat walk!

We have held the Recorder festival, an organ recital and last but by no means least a concert by the Nightingale singers.

Also the pre-school came in again to do their end of term service as well as their nativity, this was well attended by the parents and grandparents, and it is good to make those connections with the people of this parish.

I thank all those who have increased their giving in time, as well as financial giving, since our stewardship campaign; we cannot run this church without such generous gifts of time and money, and I do hope you will continue to give so generously in the future also.

Our box at the back of church for the Stockport food bank has been so very welcomed when I have been to drop it off, please can we continue to fill it and help those in unfortunate circumstances.

There are possibly many more events which I have forgotten about but a huge thank you goes out to all who give their time and energies to put St Paul's back on the map. Especially all those who were involved in the tower funding and work. Including all the activities in church by different organisations.

In all this past year has been a memorable one, one which has shown growth to this church, I thank all those who have supported me in slowly changing some of the services at St Pauls, and regrettably taking away another evening one. I thank Gordon for his commitment to the new service Hymns, and to the choir, the sides people, the intercessors and readers, those on the coffee rota the lay people the church wardens and the PCC. All those who contribute to the life of this church I thank you, we are indeed a wonderful team, and the working together is proving fruitful.

Yours in Christ

Rev'd Helen Scanlan.

Wardens Report.

Fabric – As the year began we were very involved in raising our share of the monies for the repair to the church tower. We had to complete this by the end of March, and this we did with many activities by so many people, both church members and the local community.

The PCC appointed an architect and then a contractor and by July we were seeing the work started. This should have been completed by the end of November, but this did not happen and the work carried on into the next year.

Goods – All ornaments are in good condition.

Grounds – we try to keep these neat and tidy which has not been easy with all the work to the tower, but hope the grounds will look better after the work has been completed.

Our thanks go to Julian, and John for their maintenance work and to many other people who help in the life of our church.

Ann Sawyer

Electoral Roll Report for April 2014

In April 2014 there were 70 people on the Electoral Roll which means we were allowed two people on the Deanery Synod as representatives.

With the invaluable help of Betty Wright I have checked the Roll for April 2015. Unfortunately four of our valued members, Jean Bolderson, William Bromley, Marian Joyce Butler and Edgar Sawyer, have died. One member, Joan May Platt Chance, has moved out of the district.

Four new names have been added to the Roll- Joanne Singleton-Morris, Claire Louise Nash, Ann Furniss and Sheila Palmer. Helen Scanlan has ensured that there are enrolment forms for the two boxes, which are at either door, and available for congregation members if they wish to be placed on the Electoral Roll. An updated abbreviated form of the Electoral Roll, containing only people's names, is pinned up at the back of the church, so that the congregation can check their name is on it if they wish to do so.

So now in April 2015 there are 69 names on the Electoral Roll and we are still allowed two people on the Deanery Synod as representatives.

Going forward I wonder if it would be possible to have an online electoral roll application form on the church website?

Kathryn Chesworth

Pastoral Care

Monthly home communion is taken to seven former worshipers and contact is kept with a further six who live out of the area. Greeting cards are sent at Easter and Christmas and these are much appreciated. More importantly the home communicants know that their spiritual needs have been recognised and that they are part of the church community.

Mrs. E. Wright.

Coffee

It is good to see that so many of the morning congregation stay to have coffee/tea in the church hall. It is a good time for fellowship, chat, exchange news and concerns. We are in need of volunteers to go onto the coffee rota, if you would like to be a part of this welcoming ministry please speak to myself, Ann or Helen.

Mrs. E. Wright.

Baptism Preparation Team

The arrangements for Baptism preparation remain pretty much the same as in the past. After the families contact Helen she takes down their details and passes them onto me. Then either Nola or I contact the family and arrange to visit them to show them our DVD, First Steps, a parent's guide to Baptism and take along a form to be completed ready to be entered into our Baptism Register.

These visits are always friendly, relaxed and give an opportunity to meet the prospective parents in their own homes. Last year we had 16 Baptisms in our church.

It was decided to arrange Baptisms for 12.30 after the morning service, as having them during that service didn't seem to work for anyone. This appears to suit most families well and Helen always does a lovely service tailored to each families needs. However if families request to have the baptism during

the morning service, as in the case of Tiahna, whom most of us know from when she comes with her Mummy and Daddy, then that too can be arranged.

We follow up our contact with these children by sending out cards for four years on the anniversary of their Baptism. Some families come to church from time to time on All Age service mornings, and its very encouraging to meet up with them again. Helen has also attracted several families to bring their children to Baptism as a result of 'Little Fishes' toddler group she so successfully organises.

It is a very rewarding ministry to meet these young families, and Nola and I have been involved with it since our scheme began in 1993.

It would be wonderful if anyone felt able to join us in this work.

Beryl Divine

Nola Ashworth.

Deanery Synod

ST Paul's is represented by Rev. Helen Scanlan, Judith McGovern and Helen Langrish.

Meetings are held approximately bi-monthly. The meetings are held in different churches in the deanery and are a good opportunity to get a feeling for other church communities in our Deanery.

There are usually three sections in the main body of the meeting. Information from the Diocesan synod is fed back. For instance at the November meeting it was reported that the Diocesan budget for 2015 had been determined and a strategic review of Diocesan organisation was on going. Church Schools and laity training are also being looked at.

Dates of special or joint services in the Deanery are noted as are other activities in which the churches and parishioners could be jointly involved. These could be pastoral, mission or purely social.

There is usually a speaker at the meeting. In November, Rev Jeremy Law, hospital chaplain, gave a presentation on 'Supporting People with Mental Health Problems'. This involved not only listening, but a time for those present to discuss and share their experiences and awareness of mental health issues.

The Rev. Law noted that there is 'stigma and fear' around mental health problems but that we should '-- develop and open and welcoming atmosphere' in our churches. The February presentation was about the aims and work of Christian Aid. This was given by Helen Lowe who is the new co-ordinator for this area.

There is always a pleasant atmosphere at these meetings and it is good to see that our clergy so obviously draw support from each other.

HGL March 2015

Playgroup Report

'Little Fishes', as we named our group this year is growing extremely well, and we have had to introduce a waiting list as we have become very popular!

We have been told that the refreshments and welcome that we provide is one of the best.

I have not changed anything to the structure of the group as it works well, the children enjoy the toys and there is a different craft each week. The children look forward to Virginia coming and singing whilst playing on her guitar, the children at this point also have access to instruments.

The birthday tin, is very popular with the children which has a candle on the top for the children to blow out; there are chocolate bars inside for the children to choose from.

This year we decided as part of our outreach, we would open for two sessions during the six week summer holidays. Older children could come too, and with the help of Rev'd Janette Young we had a short puppet show. It took the form of a Messy Church. These sessions were much appreciated by the parents and we will be doing something similar next year.

We held a nativity again in church which was very well attended and much appreciated followed by a Christmas party.

We have seen an increase in Baptisms due to this group, but more encouraging we have seen an increase in church attendance, something which we need to nurture in the coming years.

Claire has had some fabulous ideas about the notice boards in the church hall, and has made them a real focus point for the group.

My thanks go to those who help run the group so smoothly, Ann Sawer, Elizabeth Wright, Nola Ashworth, Beryl Divine and Margaret Duerdoth, Claire Nash and Virginia Lloyd. Without their help this group couldn't happen.

Rev'd Helen Scanlan

St Pauls Heaton Moor Hall and Bookings Report

All the regular users are still using the hall with a couple of drop outs such as Metafit but also some additions (Dodgeball, Ballet) and Sarah McFall has come back with a couple of classes.

There is still a steady flow of party bookings with some repeat business

The summer months again are coming up so some of the regular users may stop for holidays etc (Lit & Phil) and this may also have an impact on bookings for parties.

Peter Scanlan

Heaton's Team Council

This council meets two or three times during the year and plans and discusses team events and those happening at the individual churches. The meeting on the 19th May was held at St Martin's and myself, Helen and Anne Davies represented St Paul's.

Two team services were planned for Trinity on the 15th June at St Martin's and Christ the King on 23rd November at Christ with All Saints – both followed by a bring and share lunch.

The usual barbecue was again planned for Saturday 5th July at 5pm with a cost of £3 per person. Contributions of food were the same as usual, namely;

Salads from St Paul's

Bread from St Martin's

Sweets from All Saints and St Thomas'

Meat from St John's

Another popular event is the Hoe Down Hot Pot Supper which was arranged for 7pm 11th October.

It was decided to have another team coach outing on 14th September at either Arley Hall or Bolton Abbey. Jo Snape from St John's agreed to arrange it again and after investigation Bolton Abbey was the agreed venue.

Our next meeting was on the 8th September at St Thomas' church when we reviewed the barbecue and looked forward to the trip to Bolton Abbey and the Hoe Down.

In exchanging parochial news it was noted that St Paul's and St Martin's were missing Rev'd Don Maciver, and changes were being made to services there, as Helen was managing both on her own.. St Martin's planned 4pm services to replace the 11am ones. These were café church, messy church, puppet church and Iona communion with 5th Sunday services to be shared with St Paul's congregation alternately. Beryl Divine.

Safeguarding Officer's Report

April 2015

St Paul's Church, Heaton Moor

There have been no applicants for the DBS (Disclosure and Barring Service) this year, as the personnel involved in parish activities have not changed.

The DBS procedure is now completed online through the CCPAS (the Churches' Child Protection Advisory Service). This should result in faster processing of any applications.

There is now an online training course provided by the Diocese which anyone involved in working with children in the parish should undertake. This foundation level training course is for all people, whether paid or volunteers, who regularly work directly with children or have oversight for those who do.

Wendy Walker

Safeguarding Officer

Report dated: 10th March, 2015

Policy Statement on Children, Young People and the Church of St. Paul's, Heaton Moor

As members of this church, we commit ourselves to the nurturing, protection and safekeeping of all, especially children and young people. It is the responsibility of each one of us to prevent the physical, sexual and emotional abuse of children and young people, and to report any abuse discovered or suspected.

We recognise that our work with children and young people is the responsibility of the whole church .

Our church is committed to supporting, resourcing and training those who work with children and young people and to providing supervision .

Our church is committed to following the policy and procedures published by the Diocese of Manchester.

The parish will adopt good practice guidelines.

Each worker with children and young people must know the guidelines and undertake to follow them. Each shall be given a copy of the Parish's agreed procedures and good practice guidelines.

As part of our commitment to children and young people, the PCC has appointed Wendy Walker to be the Safeguarding Officer.

- Children and young people are an important part of our Church today

- They have much to give as well as to receive

- We will listen to them

- As we nurture them in worship, learning, and in community life, we will respect the wishes and feelings of Children and Young People.

St Paul's Church, Heaton Moor

Recommended Good Practice

Adult/child ratios

Guidance recommends the following ratio of leaders to children according to their age:

- 0 to 2 years - 1 leader to every 3 children (1:3)

- 2 to 3 years - 1 leader to every 4 children (1:4)

- 3 to 8 years - 1 leader to every 8 children (1:8)
- over 8s - 1 leader for the first 8 children followed by 1:12
(i.e. 32 children would require 3 leaders)

New Leaders/Volunteers

Please inform the Safeguarding Officer, Wendy Walker, by email:

wendywalkermcsp@gmail.com or telephone: 078 1551 7532

Group Leaders

There should always be more than one adult (over 18) leader for any group.

If possible have at least one male and one female leader if the group is mixed.

Premises

Group areas should be warm, adequately lit and ventilated. High standards of cleanliness should be maintained.

Entrances and exits

Should be well lit and easily accessible .

Toilet facilities

The ideal is 1 toilet and 1 hand basin per 10 children

Special needs

Be able and willing to accommodate children with special needs. Be aware of access to your building and toilet facilities.

Registration

Where activities take place for more than 2 hours in any one day, or if a holiday club runs for more than 6 days a year, registration of the provision with Ofsted is required (see www.ofsted.gov.uk).

Time alone

Minimise time alone with any child or young person. If it is vital to be isolated with an individual, ensure that another leader is informed of where you will be and why. If possible remain in the view of another leader. Try never to be behind a closed door but if necessary tell someone that you are there.

Administration

Keep an up-to-date register and record of children, their parents and contact numbers, addresses and medical consent form, attendance and other specific information (such as asthma, epilepsy, diabetes, allergies, medication, etc.).

Touch

Touch is an important part of human relationships: for example, it can be necessary to stop a young child from hurting herself or himself; it can also be a natural way of responding to someone in distress.

However, everyone working with children should be sensitive to what is

appropriate and inappropriate physical contact, both in general terms, and in relation to a specific individual.

Leaders need to be conscious of situations in which their actions, however well intentioned, could be misconstrued by others or be harmful.

Good practice with children and young people

Treat all children and young people with respect and dignity; watch language, tone of voice and where you put your body.

Do not: invade the privacy of children when they are showering or toileting; engage in rough, physical or sexually provocative games make sexually suggestive comments about or to a young person, even in fun; engage in inappropriate and intrusive touching of any form; scapegoat, ridicule, or reject a child or young person; control and discipline children using physical punishment; let youngsters involve you in excessive attention-seeking that is overtly sexual or physical in nature; invite a child or young person to your home alone (instead invite a group, or ensure that someone else is in the home and make sure the parents know where the child is); share sleeping accommodation with children or young people if you take a group away.

Good practice with colleagues

If you see another member of staff acting in ways which might be misconstrued, be prepared to speak to them or to your supervisor about your concerns. Leaders should encourage an atmosphere of mutual support and care which allows all workers to be comfortable enough to discuss inappropriate attitudes or behaviour.

Casual visitors

Casual visitors, i.e. those who have not been authorised by the Church as leaders or helpers, should not have access to children without the presence of an adult who is deemed to be responsible for the group.

Health and Safety

- All leaders should know the location of the nearest telephone.
- Adults must be aware of the safety / fire procedure. A fire drill should be carried out regularly. Fire extinguishers should be available and regularly checked.
- Children with infectious illnesses must not attend; please make all parents/guardians aware of this policy.
- No smoking should be permitted near the areas children will be in.
- Children should submit a health form before an activity. Take health forms when going off-site.
- Accidents should be recorded with a note of any action taken, and signed by the leader involved.

- A first aid kit should always be available and its location must be well known.
- No medication should be administered without written parental consent.
- One leader should ideally be a first-aider.
- A responsible adult should make sure that the premises are open in good time.

Transport

If at all possible, do not give lifts to children and young people on their own other than for short journeys. If they are alone ask them to sit in the back seat. Check that insurance covers the vehicle and passengers. Seat belts must be worn and Department of Transport guidance followed (consult www.dft.gov.uk/think).

Insurance

Most existing parish insurance covers indoor activities for children and youth.

PCCs need a record of any other activities that may take place and it must be checked that insurance cover is adequate.

Volunteers

Volunteers, particularly those under the age of 18, should never work unsupervised and should be given clear guidance and support.

Communication

Clergy, the PCC and parents should be clearly informed of all the activities in which children and young people may take part on church premises or through the church in any way.

Finance

If money is collected, account of this should be given to the PCC.

Any Questions?

If you have any questions in regard to any of the above good practice recommendations, or anything else in regard to child (or vulnerable adult) safety, please do not hesitate to contact the Safeguarding Officer, Wendy Walker, by email: wendywalkermcsp@gmail.com or telephone: 078 1551 7532

St. Paul's Church, Heaton Moor

Financial Statement for the Year ended

31st December 2014

				2014	2013
Receipts	Unrestricted	Designated	Restricted	Totals	Totals
Gift Aided BACS Donations	10,574			10,574	10,157
Gift Aided Envelope Donations	4,103			4,103	3,020
Other Planned Giving - non GA	3,396			3,396	3,028
Loose Plate Collections	4,202			4,202	3,715
One-off Gift Aid donations	573			573	12,689
Donations and Appeals	1,299		29,327	30,626	15,006
Gift Aid + VAT recovered	7,614		20,203	27,817	7,351
Legacies	5,000			5,000	3,310
Non-recurring one-off grants			85,000	85,000	8,000
Other receipts (Toddler group surplus(1K) + St. Martin's share)	2,320			2,320	1,553
Share dividends + Investment income	579			579	304
Mobile mast income	12,937			12,937	13,012
Fees for Weddings and Funerals	4,053			4,053	2,450
Receipts from Church Hall lettings	23,241			23,241	22,319
Fair receipts (Strawberry, Craft & Xmas fairs + quiz)	2,488	225		2,713	1,235
Insurance Claims	494			494	0
Flower Fund Donations			400	400	455
Total receipts	82,873	225	134,930	218,028	107,604
Payments					
Costs of Fetes, events & grant applications	301			301	0
Missionary and Charitable Giving	295			295	30
Parish Share	31,861			31,861	33,385
Toddler Group Supervisors	0			0	830
Vicarage Expenses (council tax, water rates + telephone)	3,389			3,389	2,075
Church + Hall Insurance	5,158		355	5,513	5,385
Organ Tuning and Maintenance	994		330	1,324	1,015
Church + Hall Maintenance	2,129			2,129	1,541
Church + Hall Cleaning	3,035			3,035	2,849
Church Upkeep of Services	482			482	318
Church Grounds Upkeep	896			896	1,167
Administration	1,076			1,076	1,343
Church + Hall Electric	2,280			2,280	800
Church + Hall Gas	3,802			3,802	4,920
Church + Hall Water	419			419	521
Magazine Expenses	110			110	124
Church Major Repairs	0		134,111	134,111	6,781
Resident + relief Organist fees	5,985			5,985	3,700
Church Re-ordering	0			0	19,398
Cost of Church Flowers			486	486	513
Total payments	62,212	0	135,282	197,494	86,695
Excess/(Shortfall) of Income over Expenditure(2014)	20,661	225	-352	20,534	20,909
Excess/(Shortfall) of Income over Expenditure(2013)	4,914	2,577	13,418	20,909	

St. Paul's Church, Heaton Moor

Statement of Assets, Liabilities and Accounting Policies

	Market Value at 31/12/2014	Cost as at 31/12/2014	Cost as at 31/12/2013
Disposable Stocks and Shares	£	£	£
£200 3.5% War Stock	201	184	184
410 Lloyds Banking Group Plc (25p Ordinary Shares)	308	245	245
372 units C of E Investment Fund	4967	400	400
Totals	5476	829	829
Current Assets		Actual as at 31/12/2014	Actual as at 31/12/2013
		£	£
Bank Current Account		30679	20060
Central Board of Finance Deposit A/c		38047	28037
Cash with Flower Fund Holder		205	291
Totals		68931	48388
Total Assets		69760	49217
Less Liabilities			
Agency Collections		246	237
Net Assets		69514	48980

Non-Monetary Capital Assets

Furnishings: Church held in trust by Wardens, Hall by P.C.C.

No recent valuations available but piano in Choir Vestry cost £5250 in 2008.

Notes to Accounts

- Debtors: £1,487 Tax Refund for Gift Aid October to December 2014 plus £11,436 for VAT recovery 3 (Tower project) have been received in Feb 2015.
- Mr G A Viney, Director of Music, also a member of the P.C.C., was remunerated £5950 in the year (included as part of support £5985).
This remuneration covered 15 months (4th qtr 2013 was late payment in Jan 2014)
- Accounting Policies: This document has been produced on the "Receipts and Payments" basis on behalf of the P.C.C., in accordance with Church Accounting Regulations 2006 and Diocese of Manchester additional instructions.
- Receipts and Payments this year have been presented in a slightly different format to 2013. Unusual variations with 2013 figures can be explained on request.

St. Paul's Church, Heaton Moor

Summary of Funds

	B/Fwd 01/01/2014	Receipts	Payments	C/Fwd 31/12/2014
Restricted Funds				
Flower Fund	291	400	486	205
Messy Church	847	20	51	816
Tower Repair Fund	12570	134530	134796	12304
Designated Funds				
Tower Repair Fund	2635	225	0	2860
Unrestricted - General Fund	32637	82853	62161	53329
Totals	48980	218028	197494	69514

Tower Repair Project	Receipts	Payments
2013 Accounts	22005	6800
2014 Accounts	134755	134796
2015 to end March	69036	48027
Estimate to complete	6400	25000
Expected VAT recovery	6085	
Totals	238281	214623

D Bradshaw PCC Treasurer

EXAMINED AND FOUND CORRECT



E. L. FOSTER F.E.A.