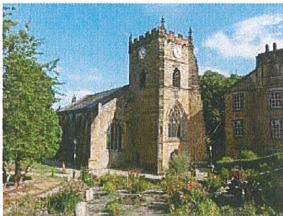
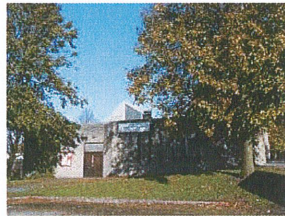


# Diocese of Liverpool

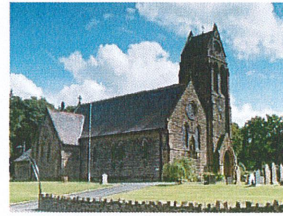
## The Parish of Up Holland & Dalton



St Thomas the Martyr  
Parish Church  
Church Street, Up Holland,  
Skelmersdale, WN8 0ND



Christ The Servant  
Church  
Birkrig, Digmoor,  
Skelmersdale, WN8 9HW



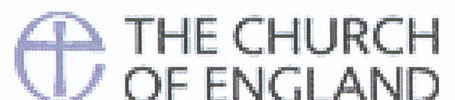
St Michael & All Angels  
Parish Church  
Higher Lane, Dalton,  
Skelmersdale, WN8 7RP



Oak House  
6 Elmridge, Tanhouse  
Skelmersdale, WN8 6DD.

## Annual Report and Accounts for the Parochial Church Council

Year ending 31<sup>st</sup> December 2023



### **Administrative information**

The Up Holland Parish Team consists of the Churches of:

St Thomas the Martyr Parish Church,  
Church Street,  
Up Holland,  
Lancashire WN8 0ND.

Christ the Servant Church  
Birkrig,  
Skelmersdale,  
Lancashire WN8 9HW.

St Michael & All Angels Church  
Higher Lane,  
Dalton, Skelmersdale  
WN8 7RP

Oak House  
6 Elmridge  
Tanhouse  
Skelmersdale  
WN8 6DD

Parish website: <https://www.uphollanddalton.org.uk/>

Situated in the Ormskirk Deanery within the Diocese of Liverpool.  
(Parish Number 733)

Charity number: 1131230

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

Appointed Architects:

For the three churches of: St Thomas the Martyr Parish Church, Up Holland  
Christ the Servant Church, Digmoor  
St Michael & All Angels Parish Church, Dalton

are: Graham Holland Associates  
Architects and Historic Buildings Consultants  
Winnington Hall, Cheshire, CW8 4DW  
01606 624626      [info@grahamhollandassociates.co.uk](mailto:info@grahamhollandassociates.co.uk)

Bankers:

HSBC Ormskirk  
5 Moor Street, Ormskirk L39 2AB

Independent Financial Examiner:

Paul Rothwell,  
Myersons Chartered Accountants  
32 Derby Street, Ormskirk, Lancashire, L39 2BY

Legal advisor:

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

**Duties and Responsibilities of the Parochial Church Council (PCC):**

The PCC works together in consultation with the incumbent on matters of general concern and importance to the parish.

The general functions of the PCC are stated within section 2 of the Parochial Church Councils (Powers) Measure 1956.

The functions of parochial church council include:

- a) co-operating with the incumbent in promoting in the parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical;
- b) the considering and discussing of matters concerning the Church of England or any other matters of religious or public interest, but not the declaration of the doctrine of the Church on any question;
- c) making known and putting into effect any provision made by the diocesan synod or the deanery synod;
- d) giving advice to the diocesan synod and the deanery synod on any matter referred to the council;
- e) raising such matters as the council consider appropriate with the diocesan synod or deanery synod.

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

The PCC is responsible for the good order, repair and appropriate use of properties owned by or invested in the ecclesiastical parish, which currently consists of:

St Thomas the Martyr Parish Church, Up Holland  
St Michael & All Angels Parish Church, Dalton  
Christ the Servant Church, Digmoor  
Oak House, Tanhouse  
The Parish Rooms (located at St Thomas the Martyr CE Primary School),  
The Rectory located in Up Holland,  
The Vicarage located in Dalton  
A curate's house located in Beacon View Drive, Up Holland

It also ensures that any work carried out in the property it manages complies with statutory and Church of England regulations.

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

**Daily Management:**

The incumbent is the Chair of the PCC. Day to day management has been exercised by the incumbent, Churchwardens, PCC Secretary and PCC Treasurer.

**Parish Clergy**

The Revd. Paul Lock, Rector, The Rectory, College Road, Up Holland, WN8 0PY	01695 622936
The Revd. Chris Dunbar 312 Ormskirk Road, Skelmersdale WN8 9AA	07734 312797
The Revd. Paul Givens 1 Heatherlea Close, Up Holland, WN8 0NX	07951 522054
The Revd. Vivienne Mitchell 66 Parsonage Brow, Up Holland, WN8 0JG	07958 287188

**Address for official correspondence:**

The Rectory, College Road, Up Holland, WN8 0PY	01695 622936
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**Churchwardens****St Thomas the Martyr Parish Church, Up Holland**

Dennis Roughley	29, Delphside Road, Orrell, Wigan WN5 8TR	07740 164447
Brenda Entwistle	23, Hallbridge Gardens, Up Holland, WN8 0EP	01695 622627

**Christ the Servant Church, Digmoor**

Beryl Trainor	184 Martins Lane, Blakehall WN8 9AY	07808 533689
Steve Holmes	143 Eskdale, Skelmersdale WN8 6ED	07752 580982

**St Michael & All Angels Parish Church, Dalton**

Eve Barr	4, Pinewood, Forest Hill, Skelmersdale WN8 6UZ	07368562476
Neil Girvin	34, Ambleside Close, Skelmersdale WN8 9NX	07369 236125

**PCC Secretary:**

Janet Cowley	80a Sefton Road, Orrell, Wigan WN5 8UP	07724 896803
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**The PCC Treasurer:**

Barbara Roughley	29, Delphside Road, Orrell, WN5 8TR	01695 624431
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## **List of Members of The Parochial Church Council**

### **Ex-Officio Members**

The Revd. Paul Lock	Rector	revpaul@beaconchurches.org.uk
Dennis Roughley	Churchwarden	crm.ltd@live.co.uk
Brenda Entwistle	Churchwarden	bechoir@outlook.com
Beryl Trainor	Churchwarden	bimpsjt@hotmail.com
Steve Holmes	Churchwarden	steveholmes1.sh.sh@gmail.com
Eve Barr	Churchwarden	e.barr73@yahoo.co.uk
Neil Girvin	Churchwarden	neilgirvin@sky.com

### **Deanery Synod Members**

John Gardner	from STM Church	john.gardner119@gmail.com
Neil Girvin	from SMD Church	neilgirvin@sky.com
Alaric Hicks	from SMD Church	alarichicks@aol.com
Steve Holmes	from CTS Church	steveholmes1.sh.sh@gmail.com
Dennis Roughley	from STM Church	crm.ltd@live.co.uk

### **Representatives elected from St Thomas the Martyr Church**

Martin Starkey	martin.starkey@talktalk.net
Dorothy Smith	dorothy.s@hotmail.co.uk
Harry Lees	h.lees@btinternet.com
Hilary Wankling	hilaryjw538@gmail.com

### **Representatives elected from Christ the Servant Church**

Emma Foxcroft	efoxcroft2@gmail.com
Valerie Garner	vlmgar@btinternet.com
Rebecca Webster	Bexweb908@gmail.com ( <i>resigned 16.2.2024</i> )
Adele Wilcock	adelewilcock@icloud.com
Rebecca Wilkie	becky_wilkie@hotmail.co.uk ( <i>resigned 30.3.24</i> )
Jen Williams	jen.nutsville@gmail.com
Alison Woods	naliwoods1@googlemail.com ( <i>resigned 21.9.24</i> )

### **Representatives elected from St Michael & All Angels Church**

Jane Baker	jbowden11@virginmedia.com
Marilyn Bryan	marilyn_bryan@btinternet.com
Beryl Cooke	berylandbrian@outlook.com ( <i>resigned 6.03.24</i> )
Ian Dobson	iandobson49@hotmail.com
Sylvia Samples	sylysamples@sky.com

### **PCC Secretary**

Janet Cowley	admin@beaconchurches.org.uk
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### **PCC Treasurer**

Barbara Roughley	b-roughley@live.co.uk
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### **Vice Chair**

Alison Woods	naliwoods1@googlemail.com ( <i>until 21.9.24</i> )
Eve Barr	e.barr73@yahoo.co.uk ( <i>from 20.11.23</i> )

### **PCC Electoral Roll Officer**

Janet Cowley	admin@beaconchurches.org.uk
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### **PCC Safeguarding Officer**

Jacky Jolley	jackyjolley@gmail.com
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### **Safeguarding Officers for each church**

John Gardner	for STM	john.gardner119@gmail.com
Beryl Trainor	for CTS	bimpsjt@hotmail.com
Ian Dobson	for SMD	iandobson49@hotmail.com
Paula Eusebio	for Oak House	eusebioukpaula@hotmail.co.uk
Rebecca Vann	for Oak House	vennbecky@yahoo.co.uk

## **The Parish of Up Holland and Dalton**

Came into being on 1<sup>st</sup> April 2020 under the Pastoral Scheme below.

### **Termination of team ministry**

The 1973 Up Holland team ministry shall be terminated.

### **Union of benefices and parishes**

1. The benefice of Up Holland and the benefice of Saint Michael and All Angels, Dalton in the diocese of Liverpool shall be united to create a new benefice which shall be named "The Benefice of Up Holland and Dalton", which shall be a rectory.
2. The parish of Up Holland and the parish of Saint Michael and All Angels, Dalton shall also be united to create a new parish which shall be named "The Parish of Up Holland and Dalton" and shall comprise the area of the new benefice.

### **Parish churches**

The church of Saint Thomas the Martyr, being the parish church of the parish of Up Holland and the church of Saint Michael and All Angels, being the parish church of the parish of Saint Michael and All Angels, Dalton shall both be parish churches of the new parish.

### **Archdeaconry and deanery**

The new benefice and parish shall belong to the archdeaconry of Wigan and West Lancashire and the deanery of Ormskirk.

### **Representation of the laity**

The bishop may by Instrument under his hand make provision for ensuring that the congregation of every church or place of worship in the new parish will have its own elected representatives of the laity on the parochial church council of the new parish.

### **Designation of first incumbent**

If immediately before this Scheme comes into operation the Reverend Paul Lock holds an ecclesiastical office in either of the benefices referred to in clause 2(1) hereof, he shall be the first incumbent (Rector) of the new benefice.

### **Assistant curates: consequential provision**

If immediately before this Scheme comes into operation any person holds an office of assistant curate (however described) in either of the benefices or parishes referred to in clause 2 hereof he, she or they shall as consequence of the union of benefices and parishes effected by the Scheme hold such office or offices subject to the same terms of service in the new benefice and/or parish of Up Holland and Dalton as the Bishop shall direct.

### **Place of residence**

The parsonage house of the benefice of Up Holland (known as 1a College Road, Up Holland, Skelmersdale WN8 0PY) shall be the place of residence of the incumbent of the new benefice.

### **Transfer of parsonage house**

The parsonage house of the benefice of Saint Michael and All Angels, Dalton (known as 88 Lyndhurst, Skelmersdale, WN8 6UH), together with the site and appurtenances thereof and the grounds usually occupied and enjoyed therewith, shall without any conveyance or other assurance be transferred to the Liverpool Diocesan Board of Finance to be held by the said Board as part of the diocesan glebe land of the diocese of Liverpool.

### **Patronage**

Subject to clause 6 hereof, the right of presentation to the new benefice shall on each occasion be exercised jointly by the Bishop of Liverpool in his corporate capacity, the archdeacon of the archdeaconry to which the benefice shall for the time belong; and the lay chair of the deanery synod of the deanery to which the benefice belongs.

### **Amendment of the group ministry**

1. The group ministry established by the 1982 Scheme, as consequentially amended by the 2012 Scheme, shall be further amended so that the new benefice of Up Holland and Dalton shall be substituted for the benefice of Up Holland and the benefice of Saint Michael and All Angels, Dalton.
2. If pursuant to clause 6 hereof the Reverend Paul Alan Lock becomes the incumbent of the new benefice of Up Holland and Dalton created pursuant to clause 2 hereof, he shall be the first person to hold that benefice as a benefice in the group.

### **Coming into operation of this Scheme**

This Scheme shall come into operation on 1<sup>st</sup> April 2020.

### **Oak House**

In 2004, Duncan and Ann Petty moved from St John's Burscough to plant Oaks in Skelmersdale with a desire to see renewal in the local community. A small team was established. At the beginning, Oaks met regularly as a small group in Duncan and Ann's house on Elmers Green, but they found that this was on the edge of the community and not an ideal location for building connections with people they were seeking to reach. When the Bones came as Church Army officers in 2009 they used this house (being practical for them with the family) and the Petty's moved to Ennerdale on the estate. Having been initially attracted to Ashurst, they were directed by the Archdeacon, Peter Bradley, to explore Tanhouse because he felt that was the place in Skelmersdale where there was the least Christian presence. Oaks met for a while in the hall at Hillside Community Primary School and eventually, in November 2005, bought 6 Elmridge, Skelmersdale ('Oak House'). From Oak House, various ministries were started, including a toddlers group, open house, Timebank and foodbank. Oaks, has developed positive relationships and connections around the local community including with neighbours, Tanhouse Community Centre, Delph Side Community Primary School, Hillside Community Primary School, and the Elmridge Arms pub. This included regularly worship services in the Elmridge Arms pub.

Oaks was established by the then Bishop of Liverpool, The Rt Revd. James Jones under a Bishop's Mission Order and as such operated as part of the Parish of St John, Burscough.

At the start of 2021, Duncan retired, moving with Ann to Cornwall. Immediately after this, Oaks continued to organise services, events and activities. This also continued during the Coronavirus pandemic.

There was no plan established immediately before or after the retirement of Duncan and Ann Petty. Following consultations with people at Oaks and the PCC of St John, Burscough, the PCC of Up Holland and Dalton, the Deanery of Ormskirk as well as the Archdeacon and Bishop, it was agreed that Oaks should move into the Parish of Up Holland and Dalton. In October 2022 this process was completed and Oaks now operates within the Parish of Up Holland and Dalton.

Oaks continues to be based at 6 Elmridge, Skelmersdale, WN8 6DD.

Representatives from Oaks are invited to attend PCC and Churchwarden meetings. They also have a local management group which organises matters locally. Oak House now operates as part of the Parish of Up Holland and Dalton.



## **Parish Standing Orders**

### **Governing Legislation**

The life of the Benefice and Team shall be conducted in accordance with the section 2 of the Parochial Church Councils (Powers) Measure 1956 and in accordance with any legislation relating to Parish Appointments and Representation, Canon Law, Church Legislation and Diocesan Rules in force at the time.

### **Benefice Team**

The Incumbent, Licenced Incumbent Status Clergy and Churchwardens are ex-officio members of all Committees and may choose to attend when they consider it appropriate.

### **The Benefice and Districts**

The Parish of Up Holland & Dalton is a single Benefice with one Parochial Church Council (PCC).

### **The Parish Electoral Roll**

There is one Electoral Roll made up members from each church or worshipping community within the parish. Representation on the Deanery Synod in accordance with current Church Legislation. Election is from the whole parish at the Annual Parochial Church Council (APCM).

### **Child Protection**

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

### **The Lay Chair**

A Lay Chair of the PCC will be appointed at the first PCC meeting following the APCM. They may attend any PCC committee as a full member.

### **The PCC Secretary**

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

### **The Parish Treasurer**

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

### **The Parish Auditor**

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

### **Financial Management**

The PCC is responsible for ensuring that all matters regarding finance and parish assets (including parish charities and trusts) are managed in accordance with the law and following guidelines from the Church of England, The Liverpool Diocese and the Charity Commission. A budget is set each year and the PCC Treasurer manages parish finance in accordance with that budget. The PCC receives regular reports from the Treasurer and scrutinizes spending and income and evaluates how closely to the budget the parish is during the year and makes necessary adjustments. All cheques and payments from all accounts and trusts associated with the parish, must be signed by two authorised signatories. Receipts and invoices must be provided for all payments. For larger payments (levels and responsibilities are made clear in the appropriate parish policy) and for donations to other charities and organisations, can only be made with PCC's authorisation (or that of the Standing Committee). The decision to make such payments must be recorded in the Minutes of that meeting. If the Standing Committee makes such a decision, this must be reported at the next PCC meeting. The PCC manages some agent transactions including; payment of statutory fees, special collections/fund raising activities for charities (listed separately in this report). All these transactions are shown in the accounts. The accounts are independently scrutinized and reported at the Annual Meeting.



### **Parish Reserves Policy**

The PCC aims to keep approximately three months running costs in reserves. This is also to cover emergency building work.

### **Appointment of Officers and Sub-committees**

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

### **Quorum for Meetings**

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

### **Composition of the Parochial Church Council**

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

### **The Parochial Church Council Standing Committee**

The Incumbent  
Clergy holding Incumbent status  
PCC Secretary  
PCC Treasurer  
Lay Chair  
6 Churchwardens  
Up to 3 lay people (one from each church)

The dates and venues of PCC Meetings are to be set by the PCC or the Standing Committee. In addition to the APCM there will be at least four Parochial Church Council Meetings in every year. PCC Meetings are to be held at places agreed by the PCC or Standing Committee.

### **Items for Parochial Church Council Agendas**

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

### **Parochial Church Council Meetings 2023/24**

There have been 8 meetings of the PCC in 2023- 24:

- Monday 15 May 2023 (following the APCM)
- Thursday 15 June 2023
- Monday 17 July 2023
- Thursday 28 September 2023
- Monday 20 November 2023
- Thursday 25 January 2024
- Wednesday 6 March 2024
- Wednesday 24 April 2024

### **Ormskirk Deanery Synod**

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

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

### **Local Heritage and Amenity**

We recognise that two of our church buildings and graveyards (and wider grounds at St Michael's) are an important statement of Christian presence in the local community. These have continued to be maintained to a high standard throughout the year by our dedicated band of volunteer gardeners in both churches.

Our buildings and grounds are visited and enjoyed regularly by people from the local and wider communities and provide a warm welcome, support, peace and tranquillity.

Authored by Nick Daunt, we now have Church and Stained Glass Windows guide booklets available for St Thomas the Martyr Church. The booklets guide visitors around the exterior and interior of the church, drawing attention to the special heritage features of the church.

### **Risk Management**

The PCC takes its responsibility for the safety of the people and financial wellbeing of its church buildings and other property very seriously. To date individual events and situations have been discussed and assessed as they have arisen and remedial actions taken as and when necessary. Our risk management policy is to continue to monitor all situations and carry out further risk assessments as and when necessary.

The PCC operates a Health and Safety policy covering areas such as fire risk, electrical appliances, risks in the graveyard, first aid etc. The PCC is regularly updated in any issues regarding Risk Management.

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

In light of the expansion of community activities, First Aid training was organised in April 23 for several of our employed staff and volunteers to strengthen our capabilities in this area. Similarly, as expansion of community hub activities reaches out to more vulnerable members of our community, we are expanding our safeguarding officers team to include a safeguarding officer for the community hub to work alongside the church and PCC safeguarding officers within the Diocesan safeguarding policy.

The Archdeacon's Safeguarding Review took place in 2024, as part of the usual Diocesan Safeguarding process. We received a response to the Review on 28<sup>th</sup> February 2024 from the Diocesan Safeguarding Team. The response included their commendation which said: "We commend the PCC for the work you have done in ensuring that you have created and are maintaining a safeguarding culture". We were reminded that "PCC members should complete a PCC Member Trustee Eligibility and Fit and Proper Persons Declaration and have been DBS checked." This is now part of the parish safeguarding and safer recruitment process.

All our churches are insured against the risk of damage to the building, vandalism, theft, fire and public liability. The Parish Rooms are also covered. There is appropriate insurance on the house in Beacon View Drive.

### **Parish Website**

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

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

### **Main Activities Include:**

- Regular Sunday and midweek services are provided in all three churches.
- Learning groups have been organised, meeting face to face and sometimes using Zoom.
- The STM Development Group has continued to meet to oversee developments and plan for next steps to enable the church to be a more flexible and open place where many are welcomed and supported.
- The Up Holland Community Hub is operating successfully: a fuller report is included later
- The PCC has continued to look at options for the future of Christ the Servant Church building – the condition of the roof and other aspects mean that repairing and maintaining are now beyond the church's means and looking at new options and opportunities will help us re-vision and more effectively serve the wider community as well as maintain and strengthen the Christian presence within the Digmoor area.
- The Polish group has continued to work effectively with many people across the parish. Meetings and events have taken place in two of our churches or church grounds and include a mixture of social and spiritual events.
- Open Table – a free food café at Christ the Servant welcomed on Fridays for a free meal.
- Church Lads and Church Girls Brigade continued to operate in Digmoor until October 2023. It has now closed.
- There is a single website for the parish where information about all three churches, our schools and wider community activities are listed and promoted. The site provides easy access to information and application forms for those wanting to book baptisms, weddings, burial of ashes and other significant life events.
- A number of events have been organised at St Michael's Church for local people and those visiting the area. These have been well supported and much appreciated.
- We have been providing care for the bereaved and pastoral care to many across the communities we serve.
- We have provided services of baptism, weddings and funerals in all three churches.
- We have been supporting our schools and the children and staff within them throughout the year.
- Through working with the national LyCiG (Leading your Church into Growth) programme we have been evaluating our worship, presence and service across the local communities we serve and have introduced several initiatives to improve much of what we do. We are seeing new people start to attend worship and some groups within our churches.

### **Worship**

#### **Weekly Services Times at St Thomas the Martyr Church in 2023:**

<u>Sunday</u>	9.00am	Eucharist
	10.30am	Sung Eucharist
<u>Tuesday</u>	7.00pm	Eucharist
<u>Thursday</u>	10.00am	Eucharist

#### **Weekly Services Times at Christ the Servant Church in 2023:**

<u>Sunday</u>	4.00pm	Eucharist or Café Church / All Age Worship ( <i>until Dec 2023</i> )
	10.30am	Sung Eucharist ( <i>from Feb 2024</i> )

#### **Weekly Services Times at St Michael & All Angels Church, Dalton in 2023:**

<u>Sunday</u>	10.30am	Sung Eucharist
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### **Seasons & Holy Days**

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

Daily Services for Holy Week & Easter  
Extra times of worship for Holy Days and Saints days  
Remembrance Sunday Services with the community  
Harvest Services and activities  
Services to commemorate those who have died  
Carol Services  
Christingle

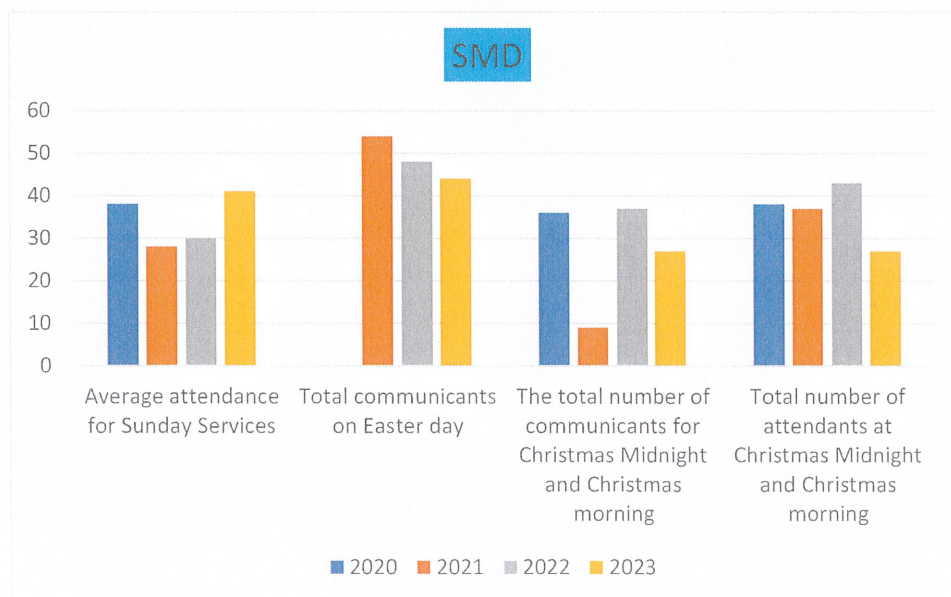
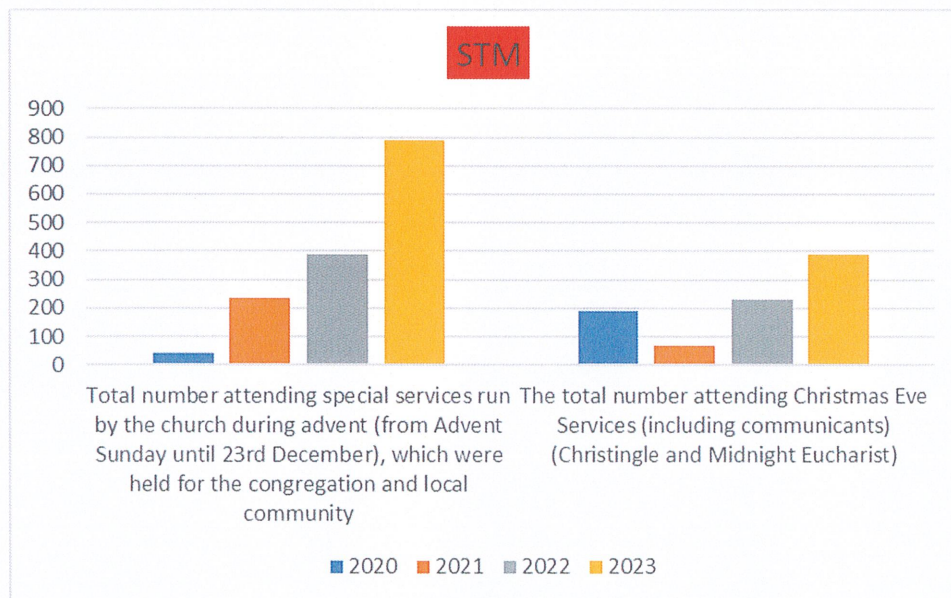
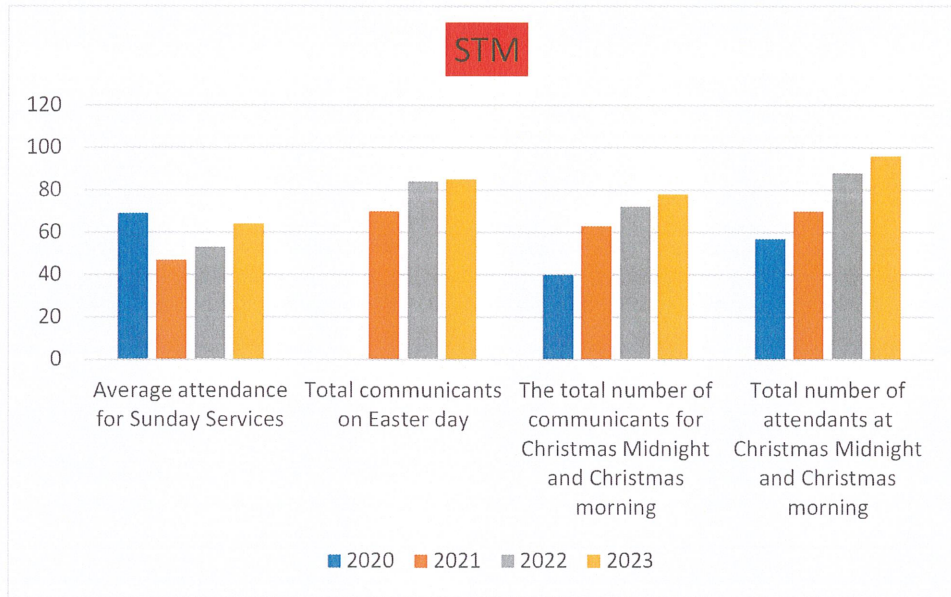
## **Attendance 2023**

<b>2023</b>	<b>STM</b>	<b>CTS</b>	<b>SMD</b>
Average attendance for Sunday Services	58 +6 (u16)	18 +3 (u16)	41 +2 (u16)
Total communicants on Easter day	86 (106 attending)	21	44
Total number attending special services run by the church during advent (from Advent Sunday until 23 <sup>rd</sup> December 2022), which were held for the congregation and local community	789	256	335
The total number attending Christmas Eve Services (including communicants) (Christingle and Midnight Eucharist)	389	48	181
The total number of communicants for Christmas Midnight and Christmas morning	78 (96 attending)	25	27

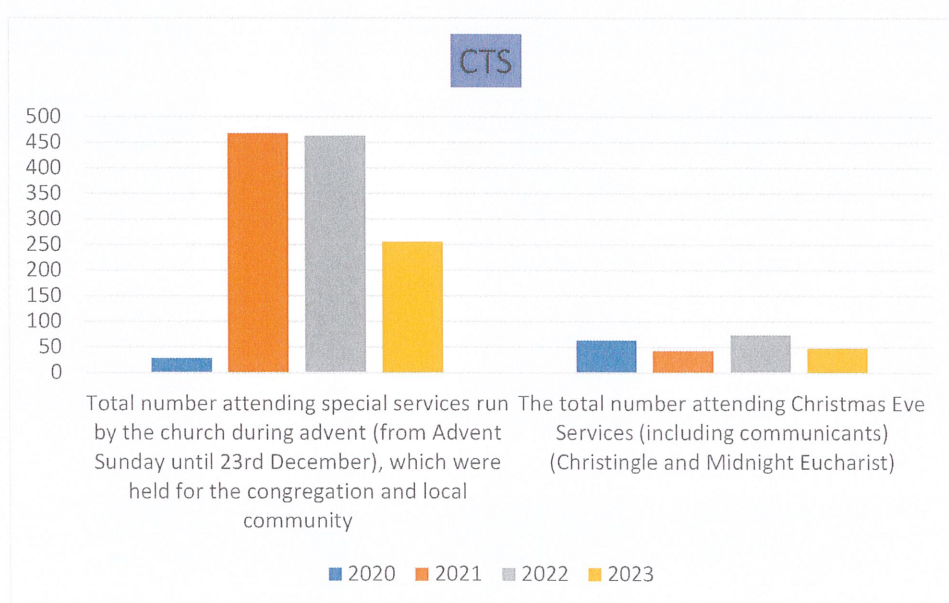
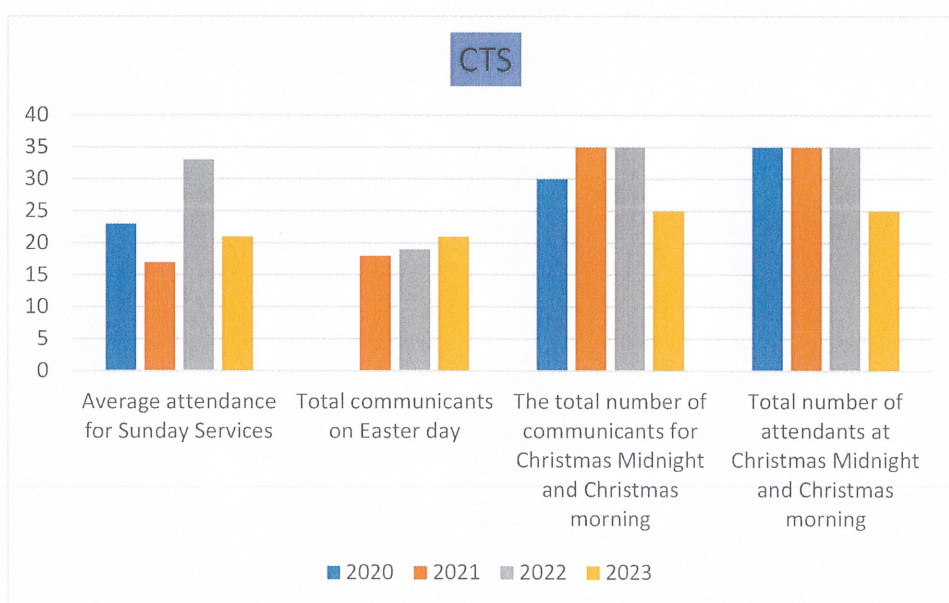
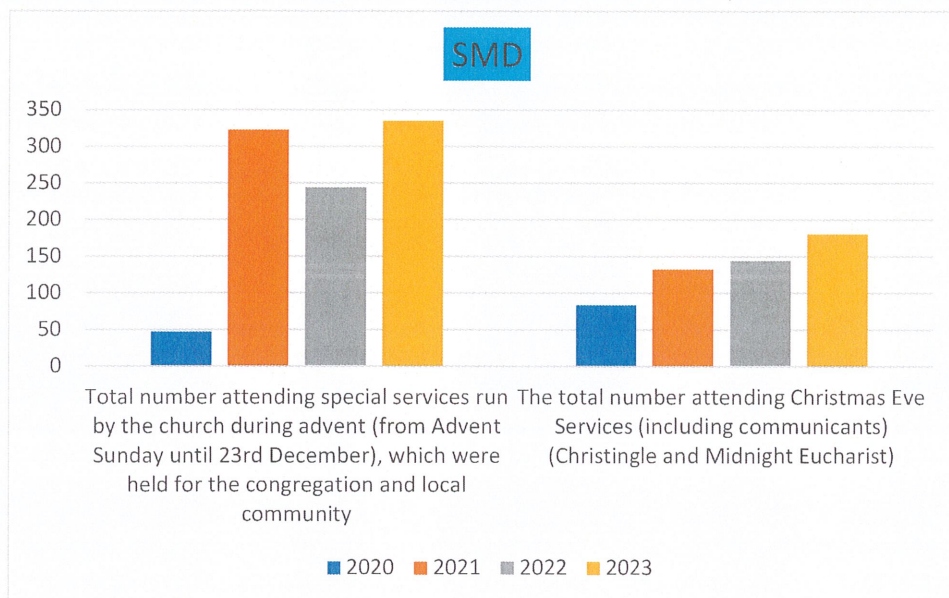
<b>2022</b>	<b>STM</b>	<b>CTS</b>	<b>SMD</b>
Average attendance for Sunday Services	51 +2 (u16)	26 +7 (u16)	30 0 (u16)
Total communicants on Easter day	84	19	48
Total number attending special services run by the church during advent (from Advent Sunday until 23 <sup>rd</sup> December 2022), which were held for the congregation and local community	387	463	244
The total number attending Christmas Eve Services (including communicants) (Christingle and Midnight Eucharist)	232	74	144
The total number of communicants for Christmas Midnight and Christmas morning	72 (88 attending)	35 (35 attending)	37 (43 attending)

<b>2021</b>	<b>STM</b>	<b>CTS</b>	<b>SMD</b>
Average attendance for Sunday Services	47 0 (u16)	16 +1 (u16)	28 0 (u16)
Total communicants on Easter day	70	18	54
Total number attending special services run by the church during advent (from Advent Sunday until 23 <sup>rd</sup> December 2021), which were held for the congregation and local community	235	468	323
The total number attending Christmas Eve Services (including communicants) (Christingle and Midnight Eucharist)	70	43	133
The total number of communicants for Christmas Midnight and Christmas morning	63 (70 attending)	35 (35 attending)	9 (37 attending)

## Attendance Trends







### **Spiritual Development**

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

- Using a range of material to enhance Sunday worship and making this more accessible through the printing of weekly service sheets and appropriate activities.
- Study Groups
- Bible Study
- Preaching and teaching in all Sunday and most weekday services
- Arranging study groups to provide worship, study and prayer groups
- New worshipping communities and new ways into faith and prayer

### **Promotion of Christianity**

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

- Continuing to run the Up Holland Community Hub to promote positive links with the community, ensure St Thomas the Martyr Church is open daily, providing 'safe space' for people in many different ways, to allow the Church to serve people by identifying and meeting some of their needs, developing good ecumenical links and working.
- Working more closely with ecumenical partners and clustering with churches across the deanery.
- Committing to be part of the LYCiG (Leading Your Church into Growth) programme of training and development. So far, the PCC has committed to this, provided funds (along with the Diocese and Deanery) to fund places for 8 people to attend national training. Training begins in October 2022. We are now working through the further 2 years development and action.
- Developing our websites and use of social media to promote services and events
- Arranging accessible and suitable worship for special occasions e.g. Carol Services, Christingle, All Age worship
- Engagement with schools through weekly assemblies and special services
- Providing easy ways to discuss special services e.g. baptisms, weddings, renewal of vows and blessings for significant wedding anniversaries, funerals, burial of ashes
- Children's activities and events
- Open Churches - providing a safe and welcoming place for people to visit

### **Supporting Charities**

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

- Royal British Legion
- Queens Court Hospice
- Macmillan
- Movember Europe - Cancer
- Turkey/Syria Appeal
- Ukraine
- Childrens Society
- Wigan & Leigh Hospice
- Womens Refuge



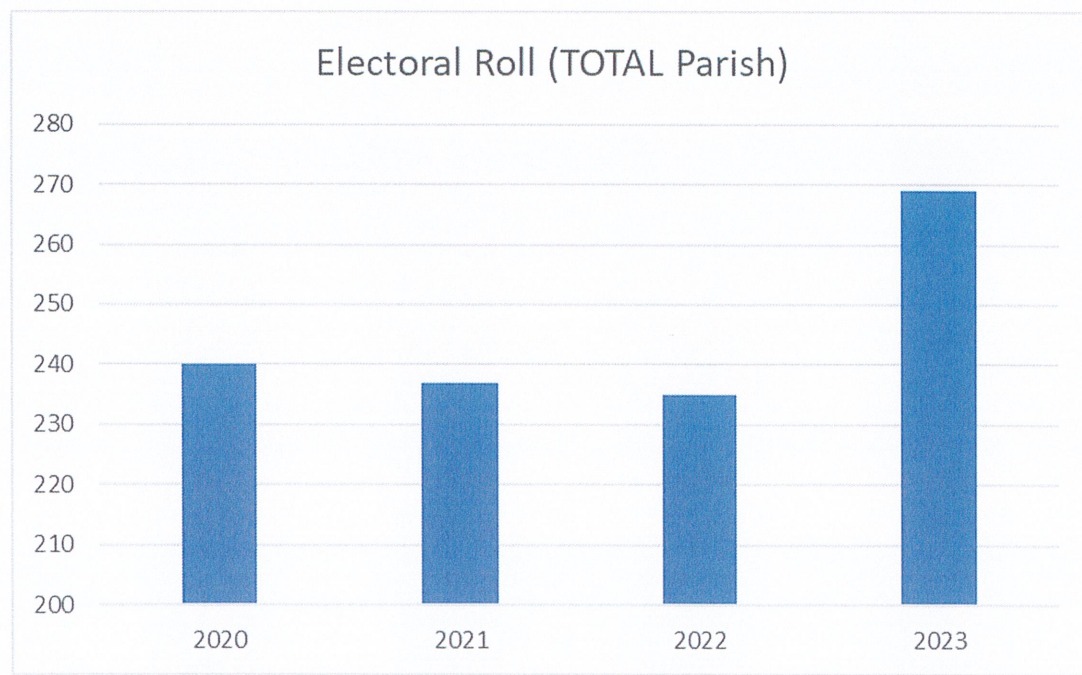
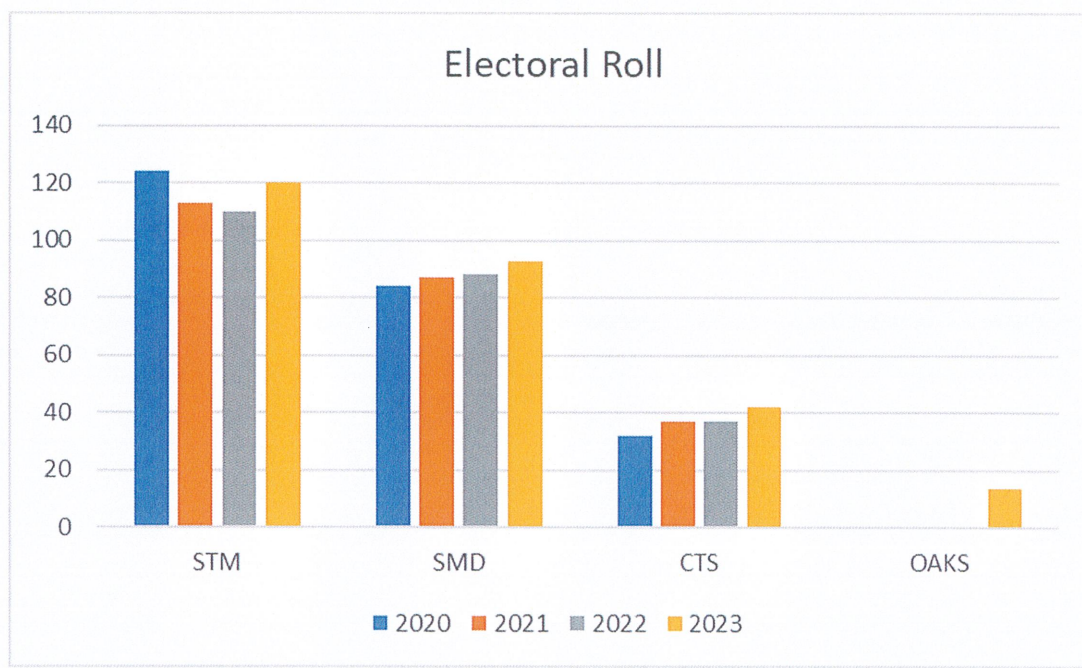
## Parish Electoral Roll

The total number of people on the Electoral Roll (May 2024) is 269.

Membership at each church within the parish is recorded as follows:

St Thomas the Martyr Church, Up Holland:	120
St Michael & All Angels Church, Dalton:	93
Christ the Servant Church, Digmoor:	42
Oak House	14

Electoral Roll has increased by a total of 34. This is an increase of 20 from 235 in 2022/3 to 255 now for the three churches (STM, SMD, CTS) which is a 9% increase. If we factor in the losses (8 across the parish) - 28 new people amounts to a 12% growth of newcomers in the year. Oak House currently have 14 members making the total Electoral Roll for the parish 269.



### **Inclusive Church Policy**

The Parish of Up Holland and Dalton is the parish for people living in Up Holland, Roby Mill, Crawford, Holland Moor, Digmoor, Tanhouse, Ashurst, Birch Green, Elmers Green, Fosters Green, Whalleys and Dalton.

We believe in doing all that we can to ensure all our church communities are welcoming church who know that we are called and sent to serve all people in the name of Jesus Christ.

We are committed to ensuring that each of our church congregations seeks to follow the teachings of Jesus Christ and so proclaim the Gospel with a fresh vision for each generation.

We believe that in the power of the Holy Spirit, we are empowered to help every person discover how widely embracing and deep is the love of Jesus Christ.

In the Parish of Up Holland and Dalton, we are committed to living in the light of the inclusive Gospel of Jesus Christ where all are accepted 'as they are' and cherished as God's children.

### **Our Mission**

Our parish is a diverse community and we welcome people of all ages, experiences, lifestyles, outlooks and backgrounds, following the example Christ gave of serving God through family, friends and neighbours, those we meet and know and those who remain unknown to us.

We are an inclusive church and we do not discriminate in any way, whether in terms of economic means and social standing, age, gender, physical or mental health, ability, race or sexuality.

Whoever you are and wherever you are on your journey of faith you are welcome in all our churches.

### **Our Vision**

We want our churches and worshipping communities to give people the opportunity to find hope and be transformed. For each one of us to live as God intends, using all our gifts and talents to fill the world with love, peace and hope. We recognise that we live in a complex world and we seek to be more Christ-like, both as individuals and as a community: celebrating the light, love and grace which is given freely to all.

We believe that Jesus Christ is the one who brings light and love into all without condition.

### **St Thomas the Martyr Church, Up Holland (BE/DR)**

The year 2023 began rather as 2022 had ended with a continuing programme of work to eradicate the dry rot on the North and South sides of the church building. The hoardings were still in place to ensure the safety of all. We received the good news in June that the dry rot had been eradicated and the side pews were brought back from storage and placed behind the hoardings ready for re-ordering.

Tuesday and Thursday Eucharists continue to be held in the chancel as they have done all year and this has remained a more positive experience for all.

Throughout the year, the LyCig Team (Leading Your Church Into Growth) has continued to feed-back each session of their course to members of the PCC and in September, a Visioning Day was arranged at Dalton St Michaels CE Primary school for the Parish, where Welcome and Worship were the two areas to be discussed. A Welcoming Team has now been set up in church so that a team of Welcomers, who actively promote a kind invitation to everyone, especially new faces, who come into the church. The welcome continues after the service during tea and coffee. It is hoped that this will be extended further next year to other services.

More people have volunteered to help with the Assisting and Readings and Intercessions each week. Numbers continue to grow at all the services and it was particularly encouraging to host the first Confirmation service Post Pandemic in October, led by the new Bishop of Liverpool, the Right

Reverend Doctor John Perumbalath where nineteen people, both adults and young people were confirmed.

The Church has hosted:

- ATC Enrolment Services
- Up Holland High School Carol Concert
- MacMillan Coffee morning
- Holy Saturday (Get ready for Easter)
- Really Awful Orchestra
- Open Mic Night
- Blessing of Polish Food on Holy Saturday
- Groups regularly use the church (as recorded in the Hub Report) during the day and in the evening.

Discussions regarding the Car Park to the east of the church are ongoing, working jointly with the local residents and this continues.

Planning for the car park for the disabled in The Rose Garden is in place. Fundraising is continuing but time to begin construction is limited.

Meetings have continued throughout the year with the DAC, regarding the Reordering of the Café area and as yet a resolution has still to be found.

The Volunteer Gardening Group continues to maintain the graveyard with, sadly an ever decreasing workforce. Grass cutting continues throughout the year and Spring time shows beautiful evidence of the bulb planting!

Links with local schools continue to be made where the church can offer learning experiences to enhance lesson plans in R.E. History, Art and other subjects to all ages.

Regarding social media, the new Up Holland Community Hub as well as the new Up Holland News and Events sites on Facebook advertise all our events and the amount of positive feedback we receive as well as the comments in the Welcome Book at the back of church are testament to the amazing work that goes on each day in our church building.

#### **Christ the Servant Church, Digmoor (BE/SH/VG):**

There has been a new community group join us over the last twelve months as well as the groups we already had continuing their mission in our parish; these are:

- Mates - this is a Men's mental health group which meets on a Sunday night.
- Bawl meet Monday (10am – 3pm) the group offer, massage, craft activities, mental health support, support accessing health appointments and support groups. They have organised social events showcasing the talents of young musicians. There are also opportunities for people to access spiritual support e.g time to sit quietly or talk to church members. Activities took place on Christmas Day for people who would be on their own on the day. Easter Monday activities were offered for the community attend (it was well attended).
- Groups from the Polish community meet every other Saturday and are well-supported.

Our continuing groups are as follows:

- Sadly, the Church Lads and Church Girls Brigade closed at the end of October 2023, prior to this the organisation allowed children and young adults to get together to do badgework, games, drill and socialise with each other at the time it closed there were between 10 and 20 young people attending weekly.
- We continue to feed those in need through our food bank which is open on Monday (10am-3pm)
- Open table free food café: This continues on a Friday and we continue to feed about 18 people each week.

- Women's group: Continue to meet on Wednesday to talk or do crafts as they wish.
- Bingo: ran twice a month to try to raise money for the church but also to bring people together in a social way. Sadly this ended in December 2023.
- We continue to fundraise and also be community-based throughout the year

### **St Michael and All Angels Church, Dalton (EB):**

**Church roof and Tower:** After securing a Faculty and receiving permission from the Archdeacon Pete Spiers the repairs to the roof and tower have now been completed and the gutters cleaned of all debris. JPO, Builders and Joiners, Wigan have done a fabulous job in looking after all the problems with the roof and have offered us a contract for yearly inspection of the roof and gutters to be cleaned.

**Outside Lighting:** On bonfire night we were preparing food outside and unfortunately all the electrics, outside and some inside stopped working. The faults were found to be caused by old faulty cable in the outside stone wall and the outside car park lights were also not adequate enough to meet the needs of the car park and safety of our congregation. These issues have now been rectified and the car park lighting is a great success for everyone.

**Gas Meter** The issue with the gas meter has been resolved and monthly gas readings are taken on the 24<sup>th</sup> of each month and submitted to Barbara Roughley. We have now had the HIVE installed which has given us more control of when the gas heating is on and off.

**Graveyard** A small team of dedicated gardeners (made up from members of the congregation) maintain the green, graveyard, woodland and pond to exceptionally high standards throughout the year. Visitors regularly comment on the peace, tranquillity and beauty of the grounds and how well the grounds are extremely well presented, especially for weddings.

**The Dovecote** The problems with the Dovecote are still ongoing.

**Social & Fundraising Events** The following events have been held during the year to December 2023:

- **Coffee Mornings** in support of Macmillan and Prostrate Cancer
- **Harvest Festival** a Harvest Supper in September – held in the school hall – Catering by Rathbones bakery in Up Holland – Entertainment by David Hutton and Linda Ray. A good night was had by all.
- **Fashion Show** organised by Marilyn Bryan was a huge success.
- **Charity Auction to raise funds for Christ the Servant Church** organised by James Wilson was a huge success.
- **Bonfire Night** organised by James Wilson was a huge success and we had a fantastic turn out from members of the community.
- **Christmas Fayre** was another bumper fundraising event raising much needed funds. Many thanks to all who helped on the day.
- **Christmas Tree Festival** was another huge success thanks to the volunteers who opened Church. Thanks also to the companies who sponsored trees.
- **Summer and Winter concerts** by the Occasional Singers led by Barry Moulton. These nights raise much needed funds split between Church and the Winter Charity.
- **Skelmersdale Prize Band** held two wonderful concerts in July and December in church.
- **Winter Charity 2023** was the Women's Refuge in Skelmersdale.
- **BINGO** In 2022 we started a fortnightly Bingo evening in church (this has now moved to St Michael's School, Dalton). Thanks to Steve Holmes from Christ the Servant church for helping as our resident Bingo caller. Thanks also to all the volunteers who support this event. We have new members in the congregation from these BINGO events,
- **Other matters**

A big thank you to those members of the congregation who assist with the SEG and various tasks on the 3-monthly rotas (Eucharistic ministers/ Greeters/ Readers/ Intercessions and refreshments).

Thanks to Janet Moulton and her team of helpers who keep flowers in the Church refreshed.

Thanks to the cleaning team who meet on a regular basis and do an excellent job keeping the church looking in good order.

The refreshments team work hard providing hot and cold drinks, biscuits or cake for all appropriate occasions.

Churchwarden, deputy churchwardens and PCC members along with other volunteers help with Baptisms, Weddings and Funerals. Their time is given willingly for which we are extremely grateful.

In response to the financial implications of the problems with the gas meter, a prayer meeting was arranged in May 2023, as a result of this we now have a weekly prayer meeting where we pray for each other, pray for growth in our parish and encourage spiritual growth through worshipping together and Bible study / discussion.

### **Oaks in Skelmersdale:**

#### **Sunday, What are Sunday services like at Oaks?**

When we come in we like a cup of tea - we are very informal - and then we'll have some worship and then we'll have a little Bible study video. We have "God news, good news" when we talk about what we have seen God doing in the lives of ourselves and others, it's a blessing. We always make sure that we have a prayer time because we've been praying for lots of things and God has answered lots of prayers.

That's what the normal Sunday is, but some once a month we'll have Overspill, which is mostly songs, worshipping God and listening to God. But we still have a prayer time, because we feel that's important.

We have also had communion services when one of the Parish team has come to lead the service. This has made us feel more connected to the other churches, especially as we have shared the same service and newsletters.

#### **And after the service on Sunday?**

Well, we always go for lunch somewhere. A few of us. And so we continue having fellowship. So we're having Refectory (as Oaks are using the seven sacred spaces). And we do sometimes bump into other people we are Cloistering.

#### **Monday. Can you tell me about Open Oaks on Mondays?**

We usually have soup and bread in winter, but in summer people from the fellowship make lovely food. Different ladies make lovely food. We regularly have at least 8 people there. We just have lunch and chat and share.

#### **And what's it like on Mondays when the kids are not at school?**

Well, they all come. All the children. Sometimes we've had about 12 children (and 12 adults) and we do activities and create awesome stuff. The food is different too - the kids love making their own pizza or putting their own toppings on pancakes. And another time (when the summer comes) we'll go out for day to a place like AppleCast.

Rebecca and Paula are employed to help run Open Oaks on Monday. They do a lot of work, but they also work outside the time too – like doing the shopping, looking after Oak house, and taking extra responsibility, e.g. for Safeguarding.

Relationships have built up during the year, and people love the welcome they receive at open Oaks, and several are coming regularly.

We've got a sensory room upstairs in Oak House, and the children have loved using this on a Monday. Some of the children have additional needs, and for them the room has been a sanctuary of calm and a safe space.

**Does anything happen at Oaks during the week?**

Oak House is used on Tuesday and Friday by Skelmersdale and District Foodbank. People can come for a coffee and a chat and can get a help with a food parcel if they need it. Wednesday. The Pilgrim Group has been going for many years - it regularly meets on Wednesday night. How would you say the evening goes?

Well, we have a meal first, fellowship and chat around the meal. And then we usually have a Bible study or something. We did a series prayer recently. That's one was gratitude. Other times we have watched the Chosen. And then we have a time of worship and prayer after.

**Does Oak House get used at other times?**

One person comes here to pray most mornings for a good hour and a half with breakfast. The times vary a lot now, depending on what else is happening that day.

**Are you looking to develop this prayer at Oaks?**

Well, that's what we're praying for, a faithful Christian prayer group, meeting up with some serious commitment. We have a prayer room at Oaks which is a great resource for individual and group prayer.

**We have a prayer chain at Oaks - how does the prayer chain work?**

Anyone who needs prayer gets in touch with Viv, with the prayer request and she texts everybody on the prayer chain. And she updates them with any news about the prayer, what's going on and everyone thanks us, you know, everyone who gets prayer. They often thank us for praying. And we have seen answers to prayer. You know, we have definitely seen answers.

Any other time Oak house has been used?

We have been able to provide Oaks as a space for a family to meet with professionals outside their own home. Also, Oaks has been used for Skelmersdale Outreach Trust meetings.



**Strategic Planning and Management**

The management structure of the Hub has continued to evolve as the Hub activities have developed and expanded. A revised structure to enhance, strengthen and broaden the Governance and Management of the Hub has been agreed with a new Leadership Team established in March 2024.

**Hub Leadership Team (from March 2024)****Membership:**

Ian Cleverdon	Member of Church and local community
Janet Cowley	Member of Church and local community & Parish Administrator
Brenda Entwistle	Church Warden
Michael Entwistle	Member of church and local community
Helen Foster	Member of local community and Deputy Church Warden
Paul Lock	Rector (Chair of the Leadership Team)
Vivienne Mitchell	Curate
Dennis Roughley	Church Warden
Gillian Sinnott	Parish Councillor and member of the local community
Tina Stanier	Social Wellbeing CIC and member of local community
Hilary Wankling	Member of church and local community

**The Leadership Team provides strategic direction and support for the key functions of the Hub.**

- Post Office
- Café
- Food bank
- Cards and gifts
- Social Wellbeing
- Events, Activities and Community Support
- Fund-raising
- Application and management of grants

The group meets at least 6 times per annum and is responsible for:

- on-going delivery within each function,
- operational decision making,
- monthly/quarterly planning and reporting,
- financial accountability within the function.

**Hub Standing Committee****Membership:**

Janet Cowley	Brenda Entwistle
Helen Foster	Paul Lock
Dennis Roughley	Gillian Sinnott

The Standing Committee meets as required and is responsible for:

- key staffing and HR matters
- urgent financial matters
- key management issues

**Strategic Community Links group**

Meets by invitation with the Leadership Team to:

- develop mutually beneficial strategic objectives;
- share information of Hub activities and advertise new groups;
- identify potential new activities and opportunities to meet needs identified by partners;



- support wider marketing and awareness of the Hub and its work;
- share data and information.

This group provides an overview and extends the reach of the Hub to ensure a wider perspective. The group includes representatives from the Parish Church, the Parish Council, local Schools, and Colleges other churches and local organisations including West Lancashire CVS, Local Councils, U3A and Social Wellbeing CIC.

### **Groups and activities**

The number of groups organised by the Hub has continued to grow and a wide range of activities are provided throughout each week to meet the needs of many in the community.

These include:

- Social Wellbeing - "Get Together Games, Craft & Chat and Qigong
- Languages Group (French and Spanish)
- Seated Yoga
- Art Class - 'Learn to paint'
- Sew Crafty
- Reading 'book club'
- Bingo
- Open Mic and Live Music @ Becket's cafe

The number of people coming into the Church and café has continued to increase. Feedback from many visitors recognises the warm welcome and sense of community provided by the Hub and Church.

The Hub provides support for schools supporting children's learning and pastoral needs by providing a safe place to meet and work.

Becket's café provided a work experience placement for a student from Up Holland High School in February 2024.

The Hub has developed links with West Lancashire College and now provides work placement opportunities. One placement in Becket's café, for a student on the Employability course and a second opportunity for a student on the T-Level Digital Production Design and Development course.

The need to record information on the number of participants and visitors has been recognised and a data collection system was introduced in April 2024.

### **Events**

The number of successful Community Events has increased, and much money has been raised for charity and the church as well as providing opportunities for positive community participation.

These include:

- Macmillan coffee morning
- Charity events to raise funds for the Accessible car park.
- Halloween
- Christmas Market
- Summer Festival
- Music Concerts
- International Women's day
- Remembrance Day
- Afternoon tea
- Art exhibition

### **Post Office**

The Post Office provides a key service to the local community with around 400 customers each week. It is serviced by a small team of dedicated volunteer staff providing an efficient and supportive service to the local community. It has recovered from the enforced closure following a robbery in 2023 and increased security measures have been installed. An additional volunteer is currently being sought to support the team.

### **Becket's Café, Cards and Gifts**

The number of customers has increased over the last year with a consequent increase in sales. This growth has been made possible by the employment of paid staff to support and manage the volunteer team and an extension to the range of cards and gifts sold.

The management structure in the café is currently under review and additional volunteers are being sought.

### **Warm Space**

The Hub is a designated warm space – registered as such for 7 days per week providing a safe and warm space with wifi access.

On Tuesdays a 'Pay What You Can' Lunch is offered and on Fridays there is a soup and hot drink offer.

### **Food Bank**

The Up Holland Community Hub Food Bank has just completed its third year of operation and is firmly established as one of the community activities provided by UCH.

The Food Bank is located at St Thomas the Martyr Primary School and is open Monday to Thursday 8.45 – 11.15

We work closely with colleagues from the café and post office to provide larger bags at church to be allocated as needed to people using those services.

We also offer a box or bag delivery service once a week for people for whom getting to the Food Bank is a problem.

This has enabled us to achieve one of the objectives we set ourselves for the year, which was to make our service accessible to more people who need and can benefit from what we have to offer. We currently have 40 – 50 regular clients so, including their families, we calculate that we support around 120 – 130 people in our community.

We continue to provide a wide range of food and household items, including:

- Fresh, tinned and packet foods;
- Milk, teabags, coffee, sugar
- Personal hygiene products e.g. shower gel, shampoo, toothpaste;
- Household cleaning materials, e.g. washing up liquid, bleach, cleaning sprays

We have seen demand increase over the year and as a result it has been necessary to maintain a limit on the quantities each client can take. Our regulars have by and large accepted this.

We continue to work with our retail partners, particularly Tesco, with five evening collections a week from Tesco Express in Pemberton. We have recently established a partnership with Premier Store in Up Holland.

We also receive generous individual donations from the congregations of St Thomas the Martyr Church, Up Holland Methodist Church and St. Teresa's Catholic Church as well as other individual members of the Up Holland community and beyond. We were very grateful to some of our local schools, in particular, Lathom High School, for hugely generous contributions which helped us meet the post-Christmas demand.

We have been well supported by charitable donations, e.g. from Skelmersdale and Tawd Vale Lions and the Co-op Community Fund. We also have a partnership with the Brick-by-Brick project, based in Wigan, which offers a range of household items to support families.

The money received from the Co-op Community Fund enables us to offer a wider range of goods, including such items as eggs, cheese and spreads. It has also funded a joint project with St. Thomas the Martyr School nurseries to promote wellbeing. We support the nurseries' dental health campaign, providing age-appropriate toothbrushes and toothpaste for each child, and later in the year, we will be offering bags of infant medical supplies to families who can benefit from them.

As is the case for most Food Banks at present, we face a constant challenge to meet the needs and demands placed on us by the community we are trying to serve and support. We are and will continue to be heavily reliant on the generosity of those who are able and willing to donate food and household goods to enable us to support the people who need us.

### **Grants and Funding**

1. Successful bids for warm space grants have provided £4,000 to date for energy bills.
2. Shared Prosperity Fund (UKSRF)  
A successful bid, awarded in March 2024, has provided funding for a part-time post to assist the volunteers managing Hub activities.  
A Co-ordinator/ Development Officer is currently sought with an appointment to be made by the end of April 2024. The current funding is for one year only, but it is anticipated that further funds can be found to extend the contract beyond April 2025.
3. Some capital bids for grants to build the rose garden accessible car-park and hearse drop-off, with a level access route to the church and grounds, have been successful but additional funds are still required.  
Planning consent has been granted and a contractor appointed but funds of approximately £80,000 are needed to construct the car park and garden. Work is on-going to source further monies.
4. West Lancashire Household Support Fund  
£16,700 awarded March 2024 to support the café and community activities in the Hub as well as supporting food bank projects.

### **Future plans and developments**

Currently, expansion of activities is constrained particularly with the removal of the side aisles in the church. Although, new opportunities are always considered and implemented if feasible.

The search for more volunteers with the necessary skills or ability to develop such skills continues.

Community Courses in partnership with West Lancashire College are currently being developed. An offer of courses should be available from end of April.

Significant development plans are on hold until the decision of the Chancellor is known following the Consistory Court to be held in May 2024.

### **Impact and Success**

The Hub project to date has provided opportunities for a number of members of the leadership and volunteer team to develop new skills, meet people and make new connections and friends.

Currently there are approximately 50 volunteers delivering the services and events. The Hub has provided an opportunity to develop good employability skills and some volunteers have moved on to paid work or other positions.

Since opening in 2021 there has been a significant increase in the number of people using the church building. Each week over 400 people use the Post Office, 300 use the Cafe and between 50-100 attend weekly/monthly activity groups. In addition, significant numbers have attended larger events such as: The Community Festival (approximately 800), MacMillan Coffee Morning (500), Christmas Market (800), International Women's Day event (50), Penultimate man Remembrance Day event (50), monthly Open Mic sessions (50/60, monthly Bingo (40). Demand to use the space by a wide range of organisations for one-off events and regular activities is growing.

The Post Office is a huge attraction and a reason that many people come to the Hub. It serves approximately between 400 people per week.

The card and gift shop has expanded and this service also draws people to the Church and Hub.

The Café, now in its second year can now afford to employ 3 part-time paid staff. A review of the staffing structure is on-going following the resignation of the Café Manager. The employed staff ensure a more consistent service, facilitating tighter management and support for volunteers working in the café.

The Café, Post Office, Card and gift shop play a significant part in the life and success of the Hub. These businesses help to support the running of the church through the financial contribution made to the upkeep, maintenance and running costs of the church.

The café is now a regular meeting place for many people in the local community; for people who live alone the café is seen as a safe and friendly place where they will always find someone to talk with. The café provides a place for group meetings, and space for those who work from home. The café and church provide a warm space with access to free Wi-Fi for all.

## **Groups and Organisations**

### **Church Schools in the Parish**

There are four Voluntary Aided Primary Schools in the Parish.

- Bishop Martin CE Primary School, Digmoor
- Roby Mill CE Primary School, Roby Mill
- St Thomas the Martyr CE Primary School, Up Holland
- St Michael & All Angels CE Primary School, Dalton

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

Members of the clergy regularly lead collective worship, to support all staff and pupils and to assist in the delivery of RE and spiritual development of pupils and staff. The headteachers and members of the clergy meet each half-term to discuss and plan work and activities. There is an end of term Eucharist or end of term service in each school.

There are good positive links with all four church schools and each one visits churches and takes part in several activities there, when able to do so.

### **Work and Service in the Wider Community**

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

- Up Holland Community Hub and all its activities
- 1<sup>st</sup> Upholland Scout Group
- Church Lads and Church Girls Brigade at Christ the Servant Church (*until October 2023*)
- Chaplaincy to the local Air Cadets
- Informal chaplaincy role in Crawford Village, especially in the Primary School
- Open Table (Christ the Servant Church)
- Polish Group which meets and uses both churches
- Women's Group at Christ the Servant Church
- Bingo at St Michael's Church, Dalton
- Maureen's Speak Easy Group at St Michael's Church, Dalton
- Craft Groups at St Michael's Church, Dalton
- St Thomas the Martyr Church Development Group
- Church choirs (open to all) in both Up Holland and Dalton
- Commitment in all our churches to ensure that the welcome, care and way occasional offices (Baptisms, Weddings, Funeral, Burial of Ashes, Blessings, Memorial Services etc) are planned and executed are focused on the pastoral needs of each family
- Provision of food bank collection points for Food Banks
- Walks for the parish and wider community
- Volunteers continue to undertake maintenance of the churchyard and church (in both Up Holland & Dalton)

The Parish of Up Holland and Dalton  
Accounts for the Year Ended 31st December 2023

	Note	General Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL 2023
<b>INCOMING RESOURCES</b>						
Voluntary Income	2(a)	186,479	-	17,999	-	204,478
Activities for generating funds	2(b)	30,881	-	-	-	30,881
Income from investments	2(c)	18,499	-	-	-	18,499
Church activities	2(d)	49,518	-	-	-	49,518
Other incoming resources	2(e)	-	-	20,000	-	20,000
		<u>285,377</u>	<u>-</u>	<u>37,999</u>	<u>-</u>	<u>323,376</u>
<b>RESOURCES USED</b>						
Church Activities	3(a)	246,669	-	958	-	247,627
Costs of generating voluntary income	3(b)	603	-	-	-	603
Fund-raising trading costs	3(c)	4,057	-	2,126	-	6,183
Governance costs	3(d)	20,183	-	-	-	20,183
<b>TOTAL RESOURCES EXPENDED</b>		<u>271,511</u>	<u>-</u>	<u>3,084</u>	<u>-</u>	<u>274,595</u>
NET INCOMING (OUTGOING) RESOURCES BEFORE OTHER RECOGNISED GAINS AND LOSSES		13,866	-	34,915	-	48,781
Transfers between funds	-	11,213	-	11,213	-	-
NET MOVEMENT IN FUNDS		2,653	-	46,128	-	48,781
Balance b/fwd at 1st January 2023		455,769	10,000	103,662	44,129	613,560
Balance c/fwd at 31st December 2023		<u>458,422</u>	<u>10,000</u>	<u>149,790</u>	<u>44,129</u>	<u>662,341</u>

The notes on pages 3 to 7 form part of these accounts.



The Parish of Up Holland and Dalton  
Balance Sheet as at 31st December 2023

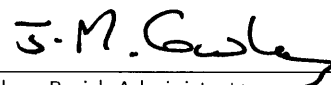
Page 2

	Note	2023	2022
<b>FIXED ASSETS</b>			
Tangible	5(a)	284,500	284,500
Investment	5(b)	44,129	44,129
		<u>328,629</u>	<u>328,629</u>
<b>CURRENT ASSETS</b>			
Debtors	7	-	-
Short Term Deposits		162,246	168,276
Cash at bank and in hand		172,786	121,606
		<u>335,032</u>	<u>289,882</u>
<b>CURRENT LIABILITIES</b>			
Creditors - amounts falling due within one year	7	<u>1,320</u>	<u>4,951</u>
<b>NET CURRENT ASSETS</b>		333,712	284,931
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		662,341	613,560
Creditors - amounts falling due after one year	7	-	-
<b>TOTAL NET ASSETS</b>		<u><u>662,341</u></u>	<u><u>613,560</u></u>
<b>PARISH FUNDS</b>			
Unrestricted	8	458,422	455,769
Designated	8	10,000	10,000
Restricted	8	149,790	103,662
Endowment	8	44,129	44,129
		<u>662,341</u>	<u>613,560</u>

Approved by the Parochial Church Council on 24<sup>th</sup> April 2024 and signed on its behalf by:



Revd. Paul Lock - Rector



J Cowley - Parish Administrator

### **Accounting Policies**

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2005.

The financial statements have been prepared under the historical cost convention except for the valuation of assets which are shown at market value. The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

### **Funds**

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

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

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

### **Incoming Resources**

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

### **Resources Expended**

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

### **Fixed Assets**

Consecrated and benefice property is not included in the accounts in accordance with s.96 (2)(a) of the Charities Act 1993.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1,000 so all such expenditure has been written off when incurred.

Equipment used within the church premises is depreciated on a straight-line basis over four years. Individual items of equipment with a purchase price of £1,000 or less are written off when the asset is acquired.

The house on Beacon View Drive was revalued in 2017.

The Parish Rooms are valued at Nett Building costs.

Investments are valued at market value as at 31st December 2023.

## 2 - INCOMING RESOURCES

CBF code		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL 2023
<b>2(a) Voluntary Income</b>						
101	Planned Giving: Gift Aid donations	73,420	-	-	-	73,420
102	Tax Recoverable	11,461	-	-	-	11,461
103ab	Other	3,476	-	-	-	3,476
104	Collections (open plate)	9,196	-	-	-	9,196
105a	Gift Days	-	-	-	-	-
105b	Donations	65,816	-	17,999	-	83,815
201	Grants	23,110	-	-	-	23,110
202	Legacies	-	-	-	-	-
203b	Bispham Charity Fund	-	-	-	-	-
		186,479	-	17,999	-	204,478
<b>2(b) Activities for Generating Funds</b>						
401b	Bookstall for fundraising	-	-	-	-	-
402b	Hall Lettings for non-church purposes	1,270	-	-	-	1,270
203a	Rummage sales, fetes, etc.	6,327	-	-	-	6,327
	Net Income from Becketts Café	14,134	-	-	-	14,134
	Net Income from STM Post Office/Café	9,151	-	-	-	9,151
		30,881	-	-	-	30,881
<b>2(c) Income from Investments</b>						
301	Dividends and Interest including tax recoverable	3,685	-	-	-	3,685
302	Rent from land or buildings held as an investment	14,814	-	-	-	14,814
		-	-	-	-	-
		18,499	-	-	-	18,499
<b>2(d) Income from Church Activities</b>						
402a	Church Hall lettings	624	-	-	-	624
401a	Bookstall for promoting church objectives	-	-	-	-	-
403a	Magazine income from sales	-	-	-	-	-
404	PCC Fees	48,895	-	-	-	48,895
		49,518	-	-	-	49,518
<b>2(e) Other Incoming Resources</b>						
601	Insurance claims	-	-	-	-	-
	Transfer of funds from OAKS	-	-	20,000	-	20,000
		-	-	20,000	-	20,000
	<b>TOTAL INCOMING RESOURCES</b>	285,377	-	37,999	-	323,376

**3 - RESOURCES EXPENDED**

CBF code		Unrestricted Funds	Designated Funds	Restricted Funds	Endowment Funds	TOTAL 2023
<b>3(a) Church Activities</b>						
	Missionary and charitable giving:					
1001	Overseas missionary societies	-	-	-	-	-
1002	Overseas relief and dev.agencies	695	-	-	-	695
1003	Home missions and other Church organisation	3,028	-	-	-	3,028
1004	Secular organisations	5,572	-	-	-	5,572
	Ministry					
2001	Parish Share	99,652	-	-	-	99,652
2002	Working expenses of incumbent	2,425	-	-	-	2,425
2003	Parsonage house	1,329	-	-	-	1,329
	Sermon and Speaker costs	1,069	-	-	-	1,069
	Church running expenses					
2005a	Heating and lighting	47,676	-	-	-	47,676
2005b	Utilities	4,884	-	-	-	4,884
2005b	Insurance	12,659	-	-	-	12,659
2005b	Other costs	4,406	-	-	-	4,406
	Depreciation	-	-	-	-	-
2006	Church maintenance	28,569	-	958	-	29,527
2006a	Repair grants repaid	-	-	-	-	-
2007	Upkeep of Services	27,602	-	-	-	27,602
2008	Upkeep of church grounds	5,029	-	-	-	5,029
2009	Printing and other costs of magazine	-	-	-	-	-
2009	Bookstall costs	614	-	-	-	614
2016	Salaries, wages & honoraria	-	-	-	-	-
	Loan Interest	227	-	-	-	227
2010	Hall running costs	-	-	-	-	-
2010	Hall maintenance	140	-	-	-	140
2011	Other PCC property	463	-	-	-	463
2012a	Major repairs to Church building	630	-	-	-	630
2013/4	Major repairs to other Church property	-	-	-	-	-
2015	Proposed new building work	-	-	-	-	-
		246,669	-	958	-	247,627
<b>3(b) Generation of voluntary income</b>						
3000a	Cost of appeals, etc	447	-	-	-	447
3000a	Cost of Stewardship envelopes	156	-	-	-	156
		603	-	-	-	603
<b>3(c) Fundraising trading costs</b>						
3000b	Bookstall costs	-	-	-	-	-
3000b	Costs of fetes and other events	4,057	-	2,126	-	6,183
		4,057	-	2,126	-	6,183
<b>3(d) Governance costs</b>						
4000	Independent examiners fee	1,716	-	-	-	1,716
4000ab	Administration costs	18,467	-	-	-	18,467
		20,183	-	-	-	20,183
<b>Total Resources Expended</b>		271,511	-	3,084	-	274,595

<b>4(a)</b>	<b>STAFF COSTS</b>	<b>2023</b>
	Gross Wages	46,936
		<u>46,936</u>
<b>4(b)</b>	<b>PAYMENTS TO RELATED PARTIES</b>	
	No payments or expenses have been made to any related parties to PCC members.	
<b>5.</b>	<b>FIXED ASSETS</b>	
<b>5(a)</b>	<b>TANGIBLE FIXED ASSETS (all unrestricted)</b>	
		Freehold Land & Buildings
	Actual / Deemed Cost	B/Fwd Additions Disposals C/Fwd
		284,500
		<u>284,500</u>
	Depreciation	B/Fwd Charge for Year Disposals C/Fwd
		- - - -
		<u>-</u>
	Net Book Value	C/Fwd
		<u>284,500</u>
		B/Fwd
		<u>284,500</u>
<b>5(b)</b>	<b>INVESTMENTS</b>	
	Purchases at cost	44,129
	Disposals at carrying value	-
	Revaluation gain/loss	-
	Market value as at 31st December 2023	<u>44,129</u>
	The market value represents investments for:	
	Unrestricted funds	-
	Restricted funds	-
	Endowment funds	44,129
		<u>44,129</u>

<b>6</b>	<b>DEBTORS</b>	<b>2023</b>
	Prepayments and Accrued Income	-
	Other Debtors	-
		<u>-</u>
<b>7</b>	<b>LIABILITIES</b>	
	Amounts falling due within one year (unrestricted)	
	STM Loan	-
	Accruals	1,320
		<u>1,320</u>
	Amounts falling due after one year (unrestricted)	
	STM Loan	-
		<u>-</u>
<b>8</b>	<b>FUNDS</b>	
	The unrestricted funds comprise the Church Deposit Fund held by the CBF and the deposit accounts held by the bank.	
	The restricted funds held by the CBF comprise the Deposit Fund for Church & Schools, Parish Room Accounts and the Ellen Moss Memorial Fund.	
	FROST is held partly by the CBF and partly at the bank.	
	STYLE AND CTS funds are held at source, all other funds are held at the bank.	
	The Endowment Fund is the UpHolland Crawford Trust held by the CBF.	
<b>8(a)</b>	<b>UNRESTRICTED FUNDS</b>	
	The closing balance of Unrestricted Funds comprise the following:	
	General Fund b/Fwd	455,769
	Surplus in year	2,653
		<u>458,422</u>
<b>8(b)</b>	<b>DESIGNATED FUNDS</b>	
	The closing balance Of Designated Funds comprise the following:	
	Administrative Assistant Fund	10,000
		<u>10,000</u>
<b>8(c)</b>	<b>RESTRICTED FUNDS</b>	
	The closing balance of restricted funds comprise the following:	
	Deposit Fund for Church & Schools	12,191
	Parish Rooms Account	150
	Ellen Moss Memorial Fund	1
	Community Hub Fund	13,000
	STRM Church Consumables	462
	STM Bells	255
	STM FROST	10,548
	Charity Fund (Was STM Charity Fund)	-
	STM CD Leather Fund	50,000
	STM Building Fund	6,608
	CTS Legacy - J Marsh	2,225
	SMD Flower Fund	224
	STM Community Works Fund	10,927
	Fun in Faith	9,185
	Digmoor Disciples	3,664
	Created Café Peaced Together	1,954
	OAKS	28,396
		<u>149,790</u>
<b>8(d)</b>	<b>ENDOWMENT FUNDS</b>	
	The closing balance Of Endowment Funds comprise the following:	
	UpHolland Crawford Trust Fund	44,129

**The Parish of Up Holland and Dalton**  
**Accounts for the Year Ended 31st December 2023**

**Independent examiner's report to the trustees of The Parish of Up Holland and Dalton**

I report to the trustees on my examination of the accounts of The Parish of Up Holland and Dalton for the year ended 31st December 2023.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding to be reached.

Paul Rothwell FCCA FCA CTA  
Myersons, Chartered Accountants  
32 Derby Street  
Ormskirk  
Lancashire  
L39 2BY

Date.....