

**CONTENTS**

	<b>PAGE</b>
Chairman's Report	1
Trustees' Annual Report	2
Advisers	6
Auditors' Report	7
Statement of Financial Activities	8
Balance Sheet	9
Cash Flow Statement and Notes	10-11
Notes to Financial Statements	12-24
Members of the Board of Finance and Executive Committee	25-26
Reports of Diocesan Boards and Committees	
<i>Staffing</i>	27
<i>Mothers' Union</i>	27
<i>Board of Education</i>	28
<i>Diocesan Advisory Committee</i>	29
<i>Board of Ministry</i>	30
<i>Rural Issues Group</i>	30
<i>Pastoral Committee</i>	31
<i>Board for Mission &amp; Unity</i>	31
<i>Board for Social Responsibility</i>	33
<i>Resources Officers</i>	34
<i>Parsonages Committee</i>	34
<i>Communications Department</i>	34



## **CHAIRMAN'S REPORT**

The accounts cover the twelve month period ending on 31 December 1999. They contain a lot of detail, but I think the essential points are :

- The bulk of our expenditure in 1999 related to Clergy Stipends and Pension Contributions (nearly £5m). In addition, the Diocese spent £850,000 on Clergy Housing, contributed just over £350,000 to the central cost of the Church and spent nearly £600,000 on activities undertaken by Boards, covering work in Education, Ministry, Mission, Social Responsibility and Resources.
- The main sources of income to cover these costs were contributions from Parishes through the Quota system (just over £4m), grants from the Church Commissioners (just over £1.8m) and income from investments (just over £0.5m).
- Overall, we spent £0.3m more than we received, but if "one-off" items are excluded the deficit on on-going expenditure was about £65,000.

Against this background, I would like to highlight the following :

- Parishes were asked to increase their Assessment payments by an average of 5% (just over £225,000) and they again responded magnificently.
- Expenditure on Clergy Stipends was very close to budget at £3.9m, which was an increase of just over 4% on 1998.
- A significant proportion of the expenditure on Clergy Housing was effectively funded by money made available from the sale of redundant parsonages.
- The Church Commissioners' transitional grant towards the cost of Clergy Pension Contributions reduced by nearly £120,000, compared with 1998 to just over £530,000. It will continue to fall each year until 2003 when we shall be carrying the full cost ourselves.
- The market value of our assets increased by £1.1m, reflecting stock market performance. However, there has been a fall in their value since the beginning of 2000.

The need to increase Assessments above the rate of inflation will continue over the next few years as we move towards taking on the full cost of Clergy Pension Contributions by 2003. It is most encouraging to see the way in which Parishes are responding to that challenge and I sincerely thank all those who work so hard to maintain our excellent record on payment of Assessments. As in previous years, I would draw attention to the assistance available from the Resources Officers.

I would like to take this opportunity to thank my colleagues on the DBF, its Executive and the Sub-Committees for their hard work during 1999 in which they were very well supported by Keith Cawdron and his staff in Church House. In particular, I pay tribute to Bishop John for the part he has played in the management of the financial affairs of the Diocese. He has been a key member of the DBF and its Executive and he will be much missed. We wish him every blessing as he moves to take up his new post as Bishop of Ripon and Leeds. I am also very grateful for the contribution made by Nigel Packer and Tony Walls to the work of our Assets & Trusts Committee as we completed the arrangements for outside Investment Managers to manage over £5m of our investments.

Overall, our financial position remains sound, for which I thank God, and, although the next few years will present difficulties, I think we are well placed to overcome them.

**Barry Moul, DBF Chairman.**

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

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**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**Constitution and Objects**

Liverpool Diocesan Board of Finance is a Board of Finance established under the Diocesan Boards of Finance Measure 1925. It is a company limited by guarantee and governed by its own Memorandum and Articles of Association. It is a registered charity.

The Board is the Financial Executive of the Diocesan Synod and is required to comply with directions given to it by that Synod. It functions as the Parsonages Board of the Diocese for purposes of parsonages' legislation. Its principal object is to further the interests of the Church of England, mainly, but not exclusively, in the area covered by the Diocese of Liverpool. The Board administers the financial affairs of all Boards and Committees of the Synod and detailed reports on their activities are included in this publication, following the accounts. Its main activities in meeting its objectives are the payment and housing of clergy, the provision of central and advisory services to parishes and church bodies (mainly through employing staff) and contributing to the national work of the Church of England.

The affairs of the Board are conducted by its Executive Committee, who are the Directors of the Company and Trustees of the Charity. All members of the Executive must be members of the Board. At 31 December 1999 the membership of the Executive Committee was as follows:

Chairman:	Mr Barry Moulton	elected by the Board
	Mr Gordon Cooke	- ditto -
	Mr John Fell	- ditto -
	Mr David Mills	- ditto -
	Canon Malcolm Forrest	- ditto -
	Canon Peter Goodrich	- ditto -
	Canon John Roberts	- ditto -
	The Bishop of Liverpool	Ex-officio
	The Bishop of Warrington	- ditto -
	The Archdeacon of Liverpool	- ditto -
	The Archdeacon of Warrington	- ditto -
	Mr Ernie Anderson	Co-opted by the Executive

The Board has sub-committees dealing with parsonage matters, clergy stipends and remuneration, and the management of the Board's investments.

**Review of the Year**

The Statement of Financial Activities shows that resources expended exceeded incoming resources by some £350,000. Moreover, £364,000 of the incoming resources were one-off, mainly being proceeds from the sales of two schools. Offsetting this is the fact that £390,000 of expenditure was one-off, including the purchase of a new parsonage and grants to Parishes from the sale proceeds of parsonages. In addition, the Board has continued spending well above budget on parsonage repairs to enable it to catch up on the backlog of quinquennial repairs and to deal with a number of major problems that have come to light. Housing expenditure exceeded incoming resources for housing by £260,000. The extraordinary expenditure has, in effect, been funded from the sale proceeds of redundant parsonages, which were largely brought into the accounts last year as fixed assets. This is in line with the Board's policy of using such proceeds to support expenditure on parsonages.

If these extraordinary items are excluded, the Board calculates that ongoing expenditure exceeded income by in the region of £65,000. This compared to a budgeted deficit of £180,000. The improvement was mainly because of unbudgeted income including a late supplement to our grant from the Church Commissioners, increased investment income, and a rise in assigned fees. Offsetting this was increased expenditure on the support of ordinands in training made necessary by the welcome upturn in numbers. Other variances from budgets were minor and the Board has analysed them carefully. It believes the budgets for central Diocesan activity are now under considerable pressure as a result of several years standstill budgeting.

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

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**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 1999 (continued)**

**Review of the Year (contd)**

The Board's main source of income continues to be the assessments requested from parishes, and once again the response to our request for sizeable increases (to meet the pensions liability) has been outstanding. We believe the final payment will continue to be well over 99%. This represents a magnificent achievement by parishes in one of the poorest Dioceses in the country, and we pay tribute to the leadership of clergy and parish officers and the committed giving of Church members.

**Investments**

The deficit on our main activities has been more than offset by gains of £1.3m in the value of our investments. These have been carefully managed by our Assets and Trusts Committee and have benefited from the sizeable growth in the stock market over the year, especially at the year end. We cannot assume that such gains will necessarily continue and must be prepared for investment values to fall as well as rise, as indeed they have done in the first part of 2000.

The Memorandum of Association gives the Trustees power to invest in any investments authorised by law for the investment of trust funds. The Trustees confirm that all investments have been acquired in accordance with their powers and that they follow the ethical investment policy used by the central Church of England bodies.

During 1999, the Trustees obtained an Order from the Charity Commission to permit the delegation of investment responsibility to outside Investment Managers. After a competitive process, Flemings were appointed and are now managing over £5m of our investments. Our other non-cash investments are held in funds managed by the Central Board of Finance. The performance of all our investments will be closely monitored by the Assets & Trusts Committee. As that Committee moves from a role of active management to one of monitoring, the Trustees wish to pay tribute to its work, and especially the role of Tony Walls of our Stockbrokers - Rathbone Neilson Cobbold - in overseeing a transformation in the value and performance of our investments in recent years.

**Future Plans and Commitments**

The Board continues to face the major challenge of moving towards meeting the full cost of clergy pension contributions, as temporary extra assistance from the Church Commissioners is phased out. This involves a net cost to the Board of an extra £150,000 each year up to 2003. Largely as a result of this, the Board is budgeting to draw on reserves over the next few years to fund its ongoing expenditure. It is working on a forward financial plan and a policy statement on the holding and use of reserves to help guide it through these coming difficult years.

**Significant Changes in Fixed Assets**

The six parsonages which were included in fixed assets last year (since the restrictions over their equity had been removed) were all sold during 1999, as was a further parsonage where the restrictions were removed during that year. This produced a net fall of £518,000 in the value of our fixed assets and generated £660,000 which was used in the ways explained in our Review of the Year. In addition, two houses valued at £110,000 were sold and the proceeds were used to pay off the value-linked loans from the Church Commissioners with which they had been purchased.

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

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**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 1999 (continued)**

**Market Value of Land and Buildings**

The land and buildings in the ownership of the Board have not been revalued. The Trustees do not consider the market value to be significantly different from cost.

**Charitable and Political Contributions**

No political contributions were paid during the year. Charitable contributions have been made as part of the Board's objectives.

**Post-Balance Sheet Events**

The Trustees have identified no events which have occurred between 31 December 1999 and the date of signing the annual report which have significantly affected the Charity.

**Trustees' Interest in Shares**

The Board is a company, limited by guarantee (Company Number 18301) and the Trustees, as members, may derive no benefit, income or capital interest, in the Board's financial affairs, other than reimbursement of out-of-pocket expenses. Expenses paid to Trustees for their work as Trustees totalled less than £1,000.

**Taxation Status**

The Board is a registered Charity (Charity Number 249740) and, as such, is not liable to income tax or corporation tax.

**Trustees' Responsibilities for preparing the Financial Statements**

The Trustees are required by UK Company Law to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the Company as at the end of the financial year, and of the income and expenditure of the Company for that period.

The Trustees confirm that they accept as disclosed suitable accounting policies have been used and applied consistently and reasonably, and prudent judgements and estimates have been made in the preparation of the financial statements for the year ended 31 December 1999. The Trustees also confirm that applicable accounting standards have been followed and that the statements have been prepared on the going concern basis.

The Trustees are responsible for keeping proper accounting records, for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

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**TRUSTEES' ANNUAL REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 1999 (continued)**

The Trustees confirm that the accounts meet the requirements of the Board's Memorandum and Articles of Association.

**Year 2000**

Although 1<sup>st</sup> January has passed without any significant problem, the Board are continuing to monitor for any year 2000 problems. No additional significant costs are anticipated at the present time.

**Funds held on behalf of others**

The Board is Custodian Trustee for Trust Assets with a market value of £8.1m at 31 December 1999. Detailed Certificates of Holdings were sent to Parishes and other Managing Trustees as at December 1999. Most of these Trusts are held on behalf of Parishes whose charitable purposes in the advancement of religion are parallel to those of the Diocese.

**By order of the Executive Committee**



**Keith Cawdron**  
**Diocesan Secretary**

18 May 2000

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

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**Registered Office**

Church House  
1 Hanover Street  
Liverpool  
L1 3DW

**Advisers**

**Registered auditors**

Mazars Neville Russell  
Regent House  
Heaton Lane  
Stockport  
SK4 1BS

**Solicitors**

Gamon Arden & Co  
Church House  
1 Hanover Street  
Liverpool  
L1 3DW

**Principal Officers**

**Diocesan Secretary**  
**Deputy Secretary for**  
**Finance & Property**  
**Surveyor for Parsonage**  
**Houses**

Mr Keith Cawdron

Mrs Jackie Duck

Messrs Hardcastle & Hogarth

**Bankers**

Lloyds Bank Plc  
Commercial Banking Service Centre  
53 King Street  
Manchester  
M60 2LE

**Brokers (to 18.11.99)**

Rathbone Neilson Cobbold Limited  
Port of Liverpool Building  
Pier Head  
Liverpool  
L3 1NW

**Investment Managers (from 18.11.99)**

Flemings Private Asset Management Limited  
20 Finsbury Street  
London  
EC2Y 9AQ

Registered Company No: 18301  
Registered Charity No: 249740

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

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**Report of the auditors to the members of the  
Liverpool Diocesan Board of Finance**

We have audited the financial statements on pages 8 to 24, which have been prepared following the accounting policies set out on pages 12 to 13.

**Respective responsibilities of directors and auditors**

As described on page 4 the company's directors are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

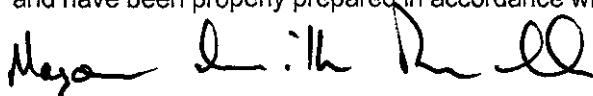
**Basis of opinion**

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the company's affairs at 31 December 1999 and of its net outgoing resources and net movement in funds for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



**MAZARS NEVILLE RUSSELL**  
**Chartered Accountants**  
and Registered Auditors

Regent House  
Heaton Lane  
Stockport  
Cheshire  
SK4 1BS

18 May 2000



**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

	Notes	Unrestricted Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	As restated Total Funds 1998 £
<b>Income &amp; Expenditure</b>						
<b>Incoming Resources</b>						
Parish Assessments	2	4020500	12677	-	4033177	3806781
Church Commissioners	3	1850748	-	-	1850748	1991456
Interest on investments	4	443165	87473	-	530638	592540
Grants	5	-	114966	-	114966	111560
Assigned fees & Chaplaincy income		333202	12639	-	345841	257626
Other income for Boards, Councils, Specific Projects	6	163493	120214	-	283707	219899
<b>Incoming resources from normal activities</b>		<b>6811108</b>	<b>347970</b>	<b>-</b>	<b>7159077</b>	<b>6979862</b>
<b>Gain on sale of fixed assets</b>						
<b>Additions to funds</b>	7	<b>36943</b>	<b>326904</b>	<b>-</b>	<b>363847</b>	<b>37214</b>
<b>Total incoming resources</b>		<b>6848051</b>	<b>674873</b>	<b>-</b>	<b>7522924</b>	<b>7017076</b>
<b>Direct Charitable Expenditure</b>						
Stipends, NI, etc	8	5008016	17115	-	5025131	4828993
Housing	9	838682	3500	-	842182	960057
Central church	10	354610	-	-	354610	327830
Boards & councils	11	367885	197727	-	565612	527062
Church House	12	54457	19290	-	73747	93925
Grants & support costs	13	332332	43238	-	375569	191576
Central services	14	118909	9122	-	128031	109517
Other non-recurring expenditure		-	198344	-	198344	-
Other		186	56540	-	56726	50683
<b>Total Direct Charitable expenditure</b>		<b>7075077</b>	<b>544875</b>	<b>-</b>	<b>7619952</b>	<b>7089643</b>
Management and Administration	15	251563	3135	-	254697	251972
<b>Total Resources Expended</b>		<b>7326640</b>	<b>548010</b>	<b>-</b>	<b>7874649</b>	<b>7341615</b>
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(478589)</b>	<b>126863</b>	<b>-</b>	<b>(351725)</b>	<b>(324539)</b>
<b>Transfers between funds</b>	16	<b>25564</b>	<b>(25564)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net (outgoing)/incoming resources for the year</b>		<b>(453025)</b>	<b>101299</b>	<b>-</b>	<b>(351725)</b>	<b>(324539)</b>
<b>Gains/(Losses) on investments</b>						
Revaluation of Property	28	145000	-	-	145000	518000
Realised gain on investments		39106	30737	(38899)	30944	39111
Unrealised gain on investments		352047	699944	242266	1294257	1007920
<b>Net movement in funds</b>		<b>83128</b>	<b>831980</b>	<b>203367</b>	<b>1118476</b>	<b>1240492</b>
<b>Total funds brought forward at 1 January 1999</b>		<b>4480745</b>	<b>7125569</b>	<b>2098274</b>	<b>13704588</b>	<b>12464096</b>
<b>Total funds carried forward at 31 December 1999</b>		<b>4563873</b>	<b>7957549</b>	<b>2301641</b>	<b>14823063</b>	<b>13704588</b>

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**BALANCE SHEET**  
**AT 31 DECEMBER 1999**

	Notes	£	1999 £	As restated 1998 £
<b>Fixed assets</b>				
Tangible fixed assets	17		1280274	1908123
Investments	18		13499872	11306965
			<u>14780146</u>	<u>13215088</u>
<b>Current assets</b>				
Debtors	19	451788		429714
Bank and cash		391294		942542
		<u>843082</u>		<u>1372256</u>
<b>Creditors: amounts falling due within one year</b>	20	130977		101106
<b>Net current assets</b>			<u>712105</u>	<u>1271150</u>
<b>Total assets less current liabilities</b>			<u>15492251</u>	<u>14486238</u>
<b>Creditors: amounts falling due after more than one year</b>	21		<u>669188</u>	<u>781650</u>
<b>Net assets</b>			<u><u>14823063</u></u>	<u><u>13704588</u></u>
<b>Accumulated funds</b>	30		<u><u>14823063</u></u>	<u><u>13704588</u></u>

The financial statements on pages 8 to 24 were approved by the Executive Committee on 18 May 2000 and signed on its behalf by:



**Mr B V Moulton**  
**Chairman**



**Ven C D S Woodhouse**  
**Archdeacon of Warrington and Vice Chairman**

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
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**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

	Note	£	1999 £	As restated 1998 £
<b>Net Cash Flow from Operating Activities</b>	i		(1236672)	(1022144)
<b>Returns on Investments and Servicing of Finance</b>				
Interest paid		(488)		(2563)
Investment income		530638		592540
			530150	589977
<b>Capital Expenditure and Financial Investment</b>				
Sale of former parsonage properties		658500		-
Sale of tangible fixed assets		105633		66000
Sale of fixed asset investments		4001923		635416
Purchase of fixed asset investments		(4549261)		(697613)
			216795	3803
<b>Management of Liquid Resources</b>				
Staff car loans issued		(29040)		(23140)
Staff car loans repaid		35046		15156
Parish and other loans issued		(146444)		(156320)
Parish and other loans repaid		187163		134393
			46725	(29911)
<b>Financing</b>				
Loans repaid to Church Commissioners		(106281)		(65216)
Loans repaid to CBF		(1965)		(1765)
Loans issued from CBF		-		4000
			(108246)	(62981)
<b>(Decrease) in cash</b>	ii		<u>(551248)</u>	<u>(521256)</u>

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
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**NOTES TO THE CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**i. Reconciliation of income and expenditure to net cash outflow from operating activities**

	1999	As restated 1998
	£	£
Net movement in funds	1118476	1240492
Interest payable	488	2563
Investment income	(530638)	(592540)
Profit on disposal of fixed assets	(346812)	(72952)
Gains on investments and property	(1439257)	(1525920)
(Increase)/Decrease in debtors	(68800)	20953
(Decrease)/Increase in creditors	29871	(94740)
	<u>(1236672)</u>	<u>(1022144)</u>

**ii. Reconciliation of cash flow to movement in net funds**

	1999	1998
	£	£
(Decrease) in cash per cash flow statement	(551248)	(521256)
Cash to repay loans	108246	62981
Cash from repayment of current asset loan	(46725)	29911
	<u>(489727)</u>	<u>(428364)</u>
Loan balance written off by Church Commissioners	4217	24761
Change in net funds	<u>(485510)</u>	<u>(403603)</u>
Net funds at 1 January 1999	451435	855038
Net funds at 31 December 1999	<u>(34075)</u>	<u>451435</u>

**iii. Analysis of changes in net funds**

	At 1/1/99	Cash flow	Non cash flow	At 31/12/99
	£	£	£	£
Cash in hand and at bank	942542	(551248)	-	391294
Creditors loans	(781650)	108246	4217	(669187)
Current asset investment	290543	(46725)	-	243818
	<u>451435</u>	<u>(489727)</u>	<u>4217</u>	<u>(34075)</u>

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**1. (a) Accounting policies**

The company has taken advantage of adapting its own arrangements of the headings and sub-headings of the financial statements due to the special nature of its business in accordance with Section 3(3) of Schedule 4 of the Companies Act 1985.

The financial statements have been prepared in accordance with the four fundamental accounting concepts, applicable accounting standards in the United Kingdom and the charities statement of recommend practice. A summary of the more important accounting policies, which have been applied consistently, is set out below.

**(b) Basis of accounting**

The financial statements are prepared in accordance with the historical cost convention.

**(c) Donations and legacies**

All legacies are included in the Statement of Financial Activities unless incapable of financial measurement. Assets given for distribution are recognised as income only when distributed. Assets given for use by the charity are recognised as incoming resources when receivable. All such income is brought into account at either the amount actually realised, or a reasonable estimate of their value.

**(d) Grants payable and receivable**

Grants received for restricted purposes are accounted for as restricted funds. They are not recognised until the conditions for receipt have been complied with. Grants restricted to future accounting periods are deferred and recognised in future accounting periods. Grants payable are recognised as a liability when the obligation arises to make a transfer of value to a third party.

All grants payable are made to parishes in the Diocese unless specifically stated in note 13.

**(e) Expenditure**

All expenditure is included in the Statement of Financial Activities as soon as it is incurred or the expenditure becomes unavoidable.

**(f) Investment assets and income arising**

The Board of Finance holds investments for itself and on behalf of parishes and other charities. Investments, and their associated income are only recognised where the Board is investment custodian, investment managers and the beneficiary.

Investments are shown at market value, or at the trustees best estimate of such. For quoted investments, the market value is based on an external valuation provided by Rathbone Neilson Cobbold. All unquoted investments are held with, and valued on the basis of information provided from the Central Board of Finance. Glebe Property is included in this year at insured value as a reasonable estimate of value. Glebe Land has not been included because of the cost of carrying out such a valuation. However it is the intention of the Directors to address this matter for future years with the Diocesan Glebe Agent.

Dividends and interest are included in the financial statements when received and gross of recoverable taxation.

Realised gains on investments are reinvested where appropriate. Both realised and unrealised gains are disclosed in the Statement of Financial Activities.

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**(g) Fixed assets**

All property acquired post January 1972 has been capitalised. All fixtures and fittings costing less than £10,000 are expensed and not capitalised. In accordance with FRS 5 property is only recognised when substantially all of the risks and benefits associated with the property rest with the Diocesan Board of Finance (see note 28).

Property is held in the balance sheet at cost.

Profits or losses arising on the sale of property are appropriated to the accumulated capital account, or passed to the Church Commissioners in the case of Value Linked Loan property.

Depreciation is not provided on buildings or value linked loan property as it is the company's policy to maintain the buildings in a state of good repair, and the directors consider that the life of the properties and their residual values are such that depreciation is not significant.

Depreciation on fixtures and fittings costing more than £10,000 is provided on a straight-line basis over 5 years for general fixtures and fittings, and over 3 years for computer equipment.

All fixed assets are held for continuing use in the charity's activities and are therefore classified as fixed assets for charitable use.

**(h) Netting off of expenses and income**

All incoming resources are reported gross, as far as is possible. Income received in circumstances where a claim for repayment of tax has been or will be made, is grossed up for the tax recoverable and the gross figure included as income.

**(i) Designated funds**

Designated funds are used for their intended purpose. Any transfers to or from designated funds are subject to authorisation controls.

**(j) The Boards**

In accordance with the Diocesan Boards of Finance Measure 1925 and the standing orders of the Diocesan Synod passed under the Synodical Government Measure 1968, the Board of Finance operates current accounts for other boards and related activities to which, in most cases, the Synod has allocated specified sums of money.

In order to comply more closely with Statement of Recommended Practice number 2 these accounts represent the consolidated results of all seven Boards, thus all interboard transfers have been fully eliminated.

**(k) Reserves**

Accumulated capital is the amount transferred from general reserve, profits less losses on sale of fixed assets and investments, legacies and gifts received for capital purposes. The general reserve is the total accumulated surplus less deficits for the Board of Finance.

Restricted funds are subject to specific conditions either imposed by the donor and binding on the Board or linked to the basis on which money was obtained. They represent unspent restricted income and/or assets to which restrictions as to their use apply.

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**2. Parish assessments**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Stipends	2700500	-	-	2700500	2544000
General	1320000	-	-	1320000	1251035
Church inspection	-	12677	-	12677	11746
	<u>4020500</u>	<u>12677</u>	<u>-</u>	<u>4033177</u>	<u>3806781</u>

**3. Grants from Church Commissioners**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Commissioners allocation	1284000	-	-	1284000	1307597
Transitional relief – pension contributions	532737	-	-	532737	650577
Grant for curates' stipends	19383	-	-	19383	19383
Legal services	14628	-	-	14628	13899
	<u>1850748</u>	<u>-</u>	<u>-</u>	<u>1850748</u>	<u>1991456</u>

**4. Investment income**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds As restated 1998 £
Stipends	318694	4849	-	323543	334758
DBF General Fund	118952	23164	-	142116	187271
Board of Education	-	37728	-	37728	42519
Board for Social Responsibility	-	14326	-	14326	14156
Church House	-	6724	-	6724	6761
Parsonages	5519	-	-	5519	5534
Board of Ministry	-	682	-	682	1541
	<u>443165</u>	<u>87473</u>	<u>-</u>	<u>530638</u>	<u>592540</u>

Investment income represents income receivable from:

	£	£
Quoted investments	168795	199060
Unquoted investments	239676	212105
Loans and deposits	122167	181375
	<u>530638</u>	<u>592540</u>

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**5. Grants**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Discretionary funds	-	39656	-	39656	-
National Lottery for UPA Adviser	-	24769	-	24769	18391
Advisory Board for Ministry	-	12800	-	12800	11964
Local authorities for BSR	-	13841	-	13841	18342
Other BSR	-	5900	-	5900	19500
Local authorities for Youth Dept	-	5000	-	5000	10080
Other grants for Education	-	-	-	-	258
Marshalls Charity for Parsonages	-	3500	-	3500	24025
C of E Stipends Trust	-	9500	-	9500	9000
	-	114966	-	114966	111560

**6. Other income for board and councils**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	As restated Total Funds 1998 £
Board of Ministry	-	14038	-	14038	11411
Board for Mission and Unity	-	6554	-	6554	3359
Stipends	35464	4717	-	40181	36497
Parsonages	20009	-	-	20009	6749
DBF General Fund	100327	16457	-	116784	92689
Board of Social Responsibility	-	23744	-	23744	3506
Board of Education	-	-	-	-	4500
Church House	7426	-	-	7426	12605
Other income for specific projects	267	54704	-	54971	48583
	163493	120214	-	283707	219899

**7. Additions to funds**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Trusts	-	11036	-	11036	-
DBF General Fund	33239	-	-	33239	2873
Board of Social Responsibility	-	-	-	-	500
Board of Education	-	305768	-	305768	33841
Stipends	3704	-	-	3704	-
DSF Capital	-	10100	-	10100	-
	36943	326904	-	363847	37214



**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**8. Stipends**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	As restated Total Funds 1998 £
Clergy stipends	3846568	9500	-	3856068	3694243
Clergy pension contributions	799365	-	-	799365	780693
National Insurance	221450	-	-	221450	214002
Resettlement/removal grants etc	101512	-	-	101512	96573
Administration and other costs	39121	7615	-	46736	43482
	<u>5008016</u>	<u>17115</u>	<u>-</u>	<u>5025131</u>	<u>4828993</u>

**9. Housing**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	As restated Total Funds 1998 £
Parsonage repairs	605056	-	-	603790	664031
Parsonage improvements	25229	-	-	25228	62159
DBF houses	65134	3500	-	68634	71101
Insurance	51316	-	-	51316	54048
Loan/interest payments	488	-	-	488	27563
Surveying and administration costs	91460	-	-	91460	81155
	<u>838682</u>	<u>3500</u>	<u>-</u>	<u>842182</u>	<u>960057</u>

**10. Central church**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
National Church responsibilities	189560	-	-	189560	170850
Clergy Training	165050	-	-	165050	156980
	<u>354610</u>	<u>-</u>	<u>-</u>	<u>354610</u>	<u>327830</u>

**11. Boards and councils**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Board of Ministry	57997	74561	-	132558	98454
Board for Social Responsibility	103253	57812	-	161065	172273
Board for Mission and Unity	34848	561	-	35408	41401
Resources Department/UPA Adviser	95264	22065	-	117329	97243
UPA Officer	316	-	-	316	320
Board of Education	76208	42728	-	118937	117371
	<u>367885</u>	<u>197727</u>	<u>-</u>	<u>565612</u>	<u>527062</u>

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**12. Church House**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Refurbishment costs	-	12566	-	12566	32267
Operating costs	54457	6724	-	61181	61658
	<u>54457</u>	<u>19290</u>	<u>-</u>	<u>73747</u>	<u>93925</u>

**13. Grants and support costs**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Grants to ordinands	76527	36055	-	112582	73365
MARCEA	13360	-	-	13360	12025
UPA Parish Housing	8140	-	-	8140	11675
MITE	10100	-	-	10100	9900
CARE	10000	-	-	10000	8600
Foxhill Conference Centre	1000	-	-	1000	1000
World Development Movement	600	-	-	600	440
Area Dean's expenses	17000	-	-	17000	17000
General Synod Members expenses	7010	-	-	7010	7546
Other DBF grants	188595	-	-	193941	40742
Inspection of churches	-	7183	-	7183	9283
	<u>332332</u>	<u>43238</u>	<u>-</u>	<u>375569</u>	<u>191576</u>

**14. Central services**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Diocesan Communications	4957	4721	-	9678	-
DBF	23667	4401	-	28068	24238
Legal and professional fees	50674	-	-	50674	46619
Pastoral Committee	19408	-	-	19408	18538
Buildings Adviser	13500	-	-	13500	12900
Diocesan Synod	4724	-	-	4724	5526
Diocesan Advisory Committee	1981	-	-	1981	1696
	<u>118909</u>	<u>9122</u>	<u>-</u>	<u>128031</u>	<u>109517</u>

**15. Management and Administration**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
DBF salaries & other overheads	238256	3135	-	241390	241397
Audit fees	13307	-	-	13307	10575
	<u>251563</u>	<u>3135</u>	<u>-</u>	<u>254697</u>	<u>251972</u>

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**16. Transfers**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Video Fund	1206	(1206)	-	-	-
Halewood Listening Ear	1537	(1537)	-	-	-
UPA Projects Officer	11415	(11415)	-	-	-
UPA Development Officer	(4262)	4262	-	-	-
Assistant Youth Officer	4628	(4628)	-	-	-
Grants to Ordinands	11040	(11040)	-	-	-
	<u>25564</u>	<u>(25564)</u>	<u>-</u>	<u>-</u>	<u>-</u>

The transfers relate to those restricted funds where current year expenditure exceeded income and therefore the excess is funded from balances brought forward.

**17. Tangible fixed assets**

	Freehold Land & Buildings £	VLL Property £	Fixtures & Fittings £	Total Funds 1999 £
<b>Cost</b>				
At 1 January 1999	860817	1076427	2222	1939466
Revaluation (see note 32b)	145000	-	-	145000
Disposals	(663000)	(109849)	-	(772849)
<b>At 31 December 1999</b>	<u>342817</u>	<u>966578</u>	<u>2222</u>	<u>1311617</u>
<b>Depreciation</b>				
At 1 January 1999	29121	-	2222	31343
Charge for year	-	-	-	-
Disposals	-	-	-	-
<b>At 31 December 1999</b>	<u>29121</u>	<u>-</u>	<u>2222</u>	<u>31343</u>
<b>Net book value</b>				
At 31 December 1999	<u>313696</u>	<u>966578</u>	<u>-</u>	<u>1280274</u>
<b>Net book value</b>				
At 31 December 1998	<u>831696</u>	<u>1076427</u>	<u>-</u>	<u>1908123</u>

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**18. Fixed asset investments**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
<b>Quoted</b>					
Market value at 1 January 1999	1723965	697819	1505737	3927521	3857498
Additions	2579544	58823	120788	2759155	230851
Disposals	(1048729)	(311462)	(790967)	(2151158)	(562464)
Net unrealised investment gains	292708	49707	202602	545017	401636
<b>Market value at 31 December 1999</b>	<b>3547488</b>	<b>494887</b>	<b>1038160</b>	<b>5080536</b>	<b>3927521</b>
<b>Unquoted</b>					
Market value at 1 January 1999	566842	6176977	635625	7379444	6306398
Additions	355018	1434017	1067	1790102	466762
Disposals	(58690)	(1186275)	(254485)	(1499450)	-
Net unrealised investment gains	59339	650237	39665	749241	606284
<b>Market value at 31 December 1999</b>	<b>922509</b>	<b>7074956</b>	<b>421872</b>	<b>8419337</b>	<b>7379444</b>
<b>Total market value at 31 December 1999</b>	<b>4469997</b>	<b>7569843</b>	<b>1460032</b>	<b>13499872</b>	<b>11306965</b>
Historical cost of investments		1999 £		1998 £	
Quoted		3757357		2397265	
Unquoted		3546352		3128112	
		<b>7303709</b>		<b>5525377</b>	

Fixed asset investments include Glebe Property at a valuation based on insurance values of £348349 (1998: £355,053). No valuation has been included for Glebe Land because of the cost of carrying out such a valuation. However, it is the intention of the Directors to address this matter for future years, in consultation with the Diocesan Glebe Agent.

**19. Debtors**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Parish quota	54993	-	-	54993	38752
Sundry debtors	183888	-	-	183888	124464
Parish and other loans	20286	190422	-	211108	251827
Prepayments	1800	-	-	1800	14671
	<b>261366</b>	<b>190422</b>	<b>-</b>	<b>451788</b>	<b>429714</b>

All loans to parishes are interest free. Other loans comprise car loans of £32,710 (1998: £38,716) on which a 5% interest rate is charged.

Debtors include the following balances due after more than one year.

	Total Funds 1999 £	Total Funds 1998 £
Sundry debtors	19064	24913
Parish and other loans	136789	163721
	<b>155853</b>	<b>188634</b>

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**20. Creditors: amounts falling due within one year**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Sundry creditors	111376	4770	-	116146	86944
Taxation and social security	14832	-	-	14832	14162
	<u>126207</u>	<u>4770</u>	<u>-</u>	<u>130977</u>	<u>101106</u>

**21. Creditors: amounts falling due after more than one year**

	General Funds £	Restricted Funds £	Permanent Endowment £	Total Funds 1999 £	Total Funds 1998 £
Loans from Church Commissioners	512566	-	-	512566	623063
Parish/other shares in equity property	142582	-	-	142582	142582
Loans from CBF	-	14040	-	14040	16005
	<u>655148</u>	<u>14040</u>	<u>-</u>	<u>669188</u>	<u>781650</u>

Loans from Church Commissioners are secured on value-linked loan properties, included in fixed assets and are repayable on the sale of the property. No other security has been given for any creditors.

Included in the above are the following amounts due after more than 5 years.

	1999 £	1998 £
Loans from CBF	<u>6375</u>	<u>8250</u>

**22. The surplus for the year is after charging:**

	1999 £	1998 £
Auditors' remuneration	<u>11398</u>	<u>10575</u>

**23. Directors' emoluments**

No emoluments have been paid from Board funds to any members of the Board of Finance.

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**24. Employees information**

The average number of persons employed by the company during the year was:

	1999 Number	1998 Number
Full time	25	24
Part time	19	16
	<u>44</u>	<u>40</u>

	£	£
<b>Staff costs (for the above persons)</b>		
Wages and salaries	542894	502661
Social Security costs	40666	34716
Other pension costs (Note 28)	78172	73846
	<u>661732</u>	<u>611223</u>

The above staff costs are allocated to the respective Boards and Committees of the Diocesan Board of Finance.

**25. Capital commitments**

At 31 December 1999, the Board had committed to expenditure of £116,699 for Parsonage quinquennial repairs in the forthcoming year.

**26. Guarantees**

The Board has given guarantees to Lloyds Bank plc of £157,688 (1998: £177,688) in respect of loans granted to parishes.

**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
**(A company limited by guarantee and not having a share capital)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**27. Pensions**

**(a) Staff Pensions**

The Employer participates in the Defined Benefits Scheme Section of the Church Workers Pension Fund (the Fund), a pension scheme administered by the Church of England Pensions Board to provide benefits based on final pensionable salaries. The assets of the Fund are held separately from those of the Employer.

The contributions have been assessed by a qualified actuary using the Projected Unit Credit method of valuation. The principal assumptions were that the return on assets would be 2 ¼% per annum higher than the increase in pensionable salaries, and 3 ½% per annum higher than the increases to pensions in payment.

A full valuation of the Fund was undertaken as at 31 December 1998 and the actuarial position was reassessed. The Pension Cost for the year as shown in this statement is equal to contributions being paid by the Employer. As at 31 December 1998 the market value of the assets attributable to the Employer's section amounted to £1,222,030. The contribution rate was reassessed at that date by the Fund's actuary, and the Employer's section was shown to be in surplus. The contributions were adjusted to allow for this surplus to be amortised over members' future working lives commencing 1 January 2000.

Pensions in payment under this arrangement are entitled to annual increases of the lesser of 5% per annum or the rise in the RPI and so increases of 3.2% and 1.1% were granted on 1 January 1999 and 1 January 2000 respectively.

The next valuation of the Fund will be carried out no later than 31 December 2001.

**(b) Clergy Pensions**

With effect from 1 January 1999, diocesan clergy became members of the new Church of England Funded Pensions Scheme, which provides benefits on a defined benefit basis. This Scheme provides that part of their pension that relates to pensionable service after 1 January 1999 and the Scheme's assets are held independently of the diocese or other Responsible Bodies. Pensions in respect of pensionable service before 1 January 1999 will be paid by the Church Commissioners under the previous arrangements.

The first valuation of the Scheme will be carried out as at 31 December 2000. Pension costs are assessed in accordance with the advice of independent qualified actuaries.

The diocese is required to contribute to the new Scheme at the rate of 21.9% of the National Minimum Stipend for the preceding year. For 1999, the total contributions were £780,693. For the period 1999 to 2003 a reducing proportion of this contribution will be met by the Church Commissioners under a transitional relief procedure. For 1999 this percentage was 83½%.

The above contribution rate was determined using the projected unit method and the following financial assumptions:

Investment return	82% per annum
Increase in pensionable stipends	5% per annum
Increase in pensions	5% per annum

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 1999**

**28. Parsonage Properties**

- (a) The following parsonage properties have been excluded from the balance sheet as the Trustees feel that the restrictions placed by the Church Commissioners on the sale of the properties removes substantially the benefits associated with ownership.

231 houses, at an insured value of £41,049,653 (as at 31 December 1999).

- (b) Six former parsonage houses were included in the balance sheet as at 31 December 1998 for a value of £518,000 as the restrictions over their sale had been removed. A further house was placed on the market for £145,000 during 1999, and all seven houses were sold for a total of £658,500 at a net loss of £4,500.

**29. Prior period adjustment**

Certain items relating to the previous year, whilst not material, have been restated in order to reflect an accurate presentation of the result for the year.

**30. Accumulated funds**

Included in permanent endowment funds are the following:

The Camm bequest was established in 1955 in the will of Reverend Arthur Camm for the erection, fitting and furnishing of a Church or Chapel of Ease. Part of the funds were used to help finance the cost of a new church Kew, St Francis. In line with the bequest, the balance remaining is held as endowment. Interest arising on it is used towards the cost of stipends. The balance at 31 December 1999 is £637205 (1998 £498847)

The origins of the Crane bequest are uncertain and the Trustees consider it prudent to treat it as a permanent endowment. No funds have been expended from the bequest but interest earned on the funds have been applied to stipends. The balance at 31 December 1999 is £1254308 (1998 £1211097)

Ordination Candidates Funds represent an accumulation of a number of donations given over a period of years. No capital has been expended but interest earned is applied and used towards the cost of ordinands in training. The balance at 31 December 1999 is £357442 (1998 £340184)



**LIVERPOOL DIOCESAN BOARD OF FINANCE**  
(A company limited by guarantee and not having a share capital)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**

**30. Accumulated funds (continued)**

Movement in Year:	Board of Finance £	Board of Ministry £	Board for Social Responsibility £	Parsonages £	Stipends £	Board of Education £	Church House £	Church Repair Fund £	Glebe Property £	Pastoral Account £	DSF Capital £	Trusts for Stipends £	Trusts for Ordinands £	Trusts Other £	Total £
Total funds 1998	1806860	59763	234102	40407	2270122	853626	115789	456766	355053	849595	3734950	2254137	353974	319444	13704588
Incoming Resources	1377545	53332	57812	575969	5065389	357586	14150	5	-	-	10100	5666	4896	474	7522924
Outgoing Resources	(1369438)	(132559)	(161066)	(780842)	(5025131)	(181867)	(73746)	-	-	-	(150000)	-	-	-	(7874649)
Gains/losses/transfers	216723	71180	107560	352648	281436	125902	61461	14405	(6704)	(541535)	554061	204395	13423	15245	1470200
	2031690	51716	238408	188182	2591816	1155247	117654	471176	348349	308060	4149111	2464198	372293	335163	14823063
<b>Represented by:</b>															
Tangible Fixed Assets	1280274														1280274
Investments	1277189	9748	243178	188182	2557214	1137742	117654	298851	348349	-	4149111	2464198	372293	335163	13499872
Net Current Assets	129375	41968	(4770)	-	34602	31545	-	171325	-	308060	-	-	-	-	712105
Liabilities	(655148)			-	-	(14040)	-	-	-	-	-	-	-	-	(669188)
	2031690	51716	238408	188182	2591816	1155247	117654	471176	348349	308060	4149111	2464198	372293	335163	14823063
<b>Analysis of reserves:</b>															
General funds	2004560	41968	-	-	1696620			471176	-	308060	-	-	-	41468	4563872
Restricted funds	27110	9748	238408	188182	895196	1155247	117654	-	348349	-	4149111	532443	4392	291710	7967550
Permanent Endowment	-	-	-	-	-	-	-	-	-	-	-	1931755	367901	1985	2301641
	2031690	51716	238408	188182	2591816	1155247	117654	471176	348349	308060	4149111	2464198	372293	335163	14823063

## DIOCESAN BOARD OF FINANCE

<b>Chairman:</b>	Mr. B. Moulton
<b>Vice Chairman:</b>	Archdeacon of Warrington
<b>Secretary:</b>	Mr. K. Cawdron

### EX OFFICIO

Bishop of Liverpool  
 Bishop of Warrington  
 Dean of Liverpool  
 Archdeacon of Liverpool  
 Archdeacon of Warrington  
 The Chancellor  
 Diocesan Registrar

### BISHOP'S NOMINEES

Mr. B. Moulton

### DIOCESAN SYNOD REPRESENTATIVES

Mr. C. Pye  
 Mr. N. W. Hope

### DEANERY REPRESENTATIVES

#### SEFTON

Vacancy  
 Mr. D. Miller

#### LIVERPOOL SOUTH

Canon J. V. Roberts  
 Mr. G. Johnson

#### WARRINGTON

Rev. S. Parish  
 Mr J. Bentley

#### BOOTLE

Vacancy  
 Vacancy

#### ST HELENS

Rev. K. Still  
 Mr. E. Anderson

#### WIDNES

Rev. T. Jones  
 Mrs. M. Hill

#### WEST DERBY

Vacancy  
 Mr. D. Stalker

#### NORTH MEOLS

Vacancy  
 Mr. J. Fell

#### TOXTETH & W'TREE

Vacancy  
 Mr. G. Quarless

#### WALTON

Vacancy  
 Mr. K. Mottram

#### ORMSKIRK

Canon P Goodrich  
 Mr. D. Burgess

#### HUYTON

Vacancy

#### LIVERPOOL NORTH

Rev. M. Abrey  
 Mr. J. Garner

#### WINWICK

Rev. B. C. Clark  
 Mr. W. A. Wynne

#### WIGAN EAST

Canon K. Forrest  
 Mr. D. Mills

#### WIGAN WEST

Rev. W. H. Harrington  
 Mr. G. A. Cooke

#### Methodist Observers

Rev. N. Stubbens

**DBF EXECUTIVE COMMITTEE**

**Chairman:**  
**Vice Chairman:**

Mr. B. Moulton  
Archdeacon of Warrington

**EX OFFICIO**

The Bishop of Liverpool  
The Bishop of Warrington  
The Archdeacon of Liverpool

**ELECTED**

Canon K. M. Forrest  
Canon J. V. Roberts  
Canon P. Goodrich  
Mr. G. A. Cooke  
Mr. D. Mills  
Mr. J. Fell

**CO-OPTED**

Mr. E. Anderson

**IN ATTENDANCE**

Secretary: Mr. K. W. Cawdron  
Registrar: Mr. R. H. Arden  
Deputy Secretary: Mrs. J. Duck

## STAFFING

At the end of 1999, the DBF was employing 23 full-time and 15 part-time staff. This compared with 22 full-time and 17 part-time staff at the end of 1998.

Within these figures, the following changes took place:

By the end of 1999 we had finished employing BSR staff in Deanery projects. The employment of Val Davies and Judith Ash in Bootle transferred to Sefton Choices. Sue Clugston in Wigan retired on the grounds of ill health and Sheila Fulford in Wigan took voluntary redundancy. Margaret Darnell in Halewood left when her fixed-term contract expired.

Following the decision of the Diocesan Synod to appoint a full-time Communications Officer, Katherine Miller was appointed to this post. Sue Cain transferred to working half-time for the Communications Officer and half-time for the Ordained Local Ministry Scheme. She had previously worked for the OLM Scheme and for MitE. She had not been replaced as Secretary for MitE at the end of the year, because the future of the organisation was being reviewed.

Judith Del Ry was appointed to the post of part-time Secretary to the Archdeacon of Warrington, which had been vacant at the end of the previous year.

Julian Hollywell left his post as UPA Development Officer in the Resources Department, to take up a post in the Diocese of Manchester. He was replaced by Sarah Burston. This is a three-year appointment, funded mainly by a grant from the National Lottery Charities Board.

Steve Little left his post as New Deal Officer within the BSR for a post with Merseyside Council for Voluntary Service. Gordon Buss replaced him on a temporary basis while the future of this post was reconsidered. It was agreed that the post should cease from the end of February 2000.

David Taylor, the Secretary in the Development for Mission Department, took on additional responsibilities within the BMU and moved from part-time to full-time.

Pam McLoughlin retired from her full-time post working mainly for the DAC. She took up a new part-time post as Administrative Secretary within the Readers Board.

Marie Ball left her very part-time post as Secretary with the Advisory Group on Local Ministry Teams. Pat Bradley took on these responsibilities (with some extra hours) in addition to her work as Administrator for GUML.

Dawn Manton was appointed as part-time Assistant Youth Officer on a one-year fixed-term contract.

The table showing the division of staff between different areas is below:

	Full-Time	Part-Time
DBF/Synod/DAC/Pastoral/		
Parsonages/Stipends	6	3
Resources Department/Covenants	3	2
Church House	2	1
Print Unit	1	1
Support for Archdeacons and Bishops	1	2
BSR	4	1
Education/Youth	3	2
Ministry	-	4*
Development for Mission	1	-
Communication	1	1*
	23	15

One full-time member of staff divides her responsibilities between two areas. She is shown as part-time in both sections, but as full-time in the total.

It should be noted that these figures exclude clergy and accredited lay ministers (e.g. the Directors of Laity Development and Education). They also exclude those who are self-employed (e.g. CUF Projects Adviser), professional firms paid a fee (e.g. our Parsonages Surveying firm), and those employed by bodies other than the DBF. We are particularly grateful to the Church Army who employ and largely fund 2 posts within the BSR: Officers for Disabilities (Ruth Reed) and Housing & Homelessness (Ralph Upton).

The following table indicates the salary paid to different members of staff as at 31 December 1999:

	Full-Time	Part-Time
£40,000-£45,000	1	-
£30,000-£40,000	-	-
£20,000-£30,000	6	-
£15,000-£20,000	3	1
£10,000-£15,000	12	1
£5,000-£10,000	1	10
£0-£5,000	-	3
TOTAL STAFF	23	15

Keith Cawdron, Diocesan Secretary

## MOTHERS' UNION

Members of the Mothers' Union in the Diocese have given over 6,000 copies of St. Luke's Gospel to the Parishes, to present to those baptised during 2000. They have provided over 700 personal packs for Kosovar Refugees, young homeless and unemployed people that were distributed by Capt. Ralph Upton of BSR. Many members continue to knit "Teddies for tragedies" and woolly hats for street children as well as premature baby clothes for local hospitals. Members in Wigan give support to the young people housed at Coops Foyer by providing welcome food parcels and packs of household goods.

Twenty-two families were given a holiday through the "Away-from-it-all" holiday scheme and grants were made to a further ten groups. Financial support was given to the Family support Project at St. Paul's Fazakerley and also to the Roby Kidz Klub.

The Mothers' Union run a Child Contact Centre at St. Hilda's Church Hall twice a month, and members are also involved in the running of the Halton Child Contact Centre. Twenty-five branches are involved with groups for parents and pre-school children and twenty branches help with Baptism preparation and follow-up in their Parishes.

The Foxhill Quiet Days in Lent 1999, led by Canon Rachel Stowe, were fully booked. Twelve members took part in a Christian Listener's course and twelve people undertook a speaker training course. Every Deanery was visited with a "Training Roadshow" for branch leaders, secretaries, treasurers and Committee members.

We maintained our ecumenical links by attending the Annual UCM Mass, the Methodist Network rally and the Salvation Army Rally. Our Mothers' Union Wave of Prayer services took place between 11 and 15 May, when we think especially of our links with two Dioceses in Myanmar (Burma) and three in Nigeria. Branches continue their links with members in Carlisle Diocese that started in the 1970s to encourage urban/rural links.

Our Marketing Team continue to be near the top of the league for sales of Mothers' Union literature and their co-ordinator has been elected to the Board of MU Enterprises Ltd.

We are always willing to speak to clergy, PCCs and congregations about the life and work of the Mothers' Union in our Diocese, and throughout the world. We are most grateful for the support that we receive from Bishop James and Bishop John, the Archdeacons, Parish Clergy and Diocesan Officers.

Jennifer Robinson - Diocesan President

## BOARD OF EDUCATION

The Board met for its three statutory meetings during the course of the year. The agendas covered many items, which are also the concern of the sub-committees, but in particular spent time on several major items.

The first was the presentation and discussion of the 'Evaluation of the Board of Education' document commissioned by the Bishop's Council and chaired by the Revd Canon Dr John Elford, Pro Rector of Liverpool University College and Cathedral Canon Theologian.

The implications and implementation of this report will exercise the Board for some time to come.

In July 1998 the School Standards and Framework Act became law. In November 1998 the General Synod debated the effect of this Act on the churches' role in education. The Board debated the various resolutions produced by the General Synod and was invited to make a presentation to Diocesan Synod. One happy result was the resolution that the Board should be allowed to have a full time R.E. Adviser.

Issues in Further Education have been important in our discussions. Especially new Life Long Learning Partnerships and the implications of the University of Industry.

Professor Ian Markham from Hope University College initiated a productive debate on Distance Learning and the Church College Certificate. As a result a working party has been set up to investigate the probabilities of extending this facility to serving teachers.

Children and Youth Work continue to prosper as the individual Committee notes show.

### Schools' Committee

During the ten meetings of this Committee in 1999, the members have had to have particular regard for the 1998 School Standards and Framework Act, which was implemented in stages during the year. This Act called for greater liaison between Diocesan Bodies and Local Education Authorities while at the same time establishing School Organisation Committees in each Authority's area. Inaugurated in September last, these bodies are independent of the LEAs and have assumed some of their powers, such as taking responsibility for decisions on statutory proposals for the reorganisation of schools within the area and the need to add or remove school places. The V.A. sector has voting rights and it is therefore essential that the Schools' Committee be represented upon them.

The Committee noted too the establishment of Early Years Development Partnerships and the new building arrangements for V.A. and V.C. schools which are linked to Asset Management plans devised by the schools themselves. These in turn necessitate the establishment of Local Authority Planning Groups upon which its officers represent the Committee. In fact, as these are in addition to the normal LEA meetings, the time commitment placed upon Canon Woodhouse, Graham Massey and other members of this Committee has been considerable.

Also in 1999, all School Governing Bodies have been reconstituted and this has necessitated the provision of new Instruments of Government for our schools.

Under the guidance of the Director and the Schools Officer, members are regularly updated on current DfEE Regulations, on the progress of LEA reorganisations, on requests for and the repayment of loans and on the physical alterations, improvements and expansions within our schools, all of which are presented to our meetings with clarity and erudition.

### Teachers' Committee

The Teachers' Committee has continued to meet on a regular basis throughout the year.

Diocesan Synod has approved the appointment of a full-time R.E. Adviser and the vacancy had been advertised. Links with Hope College are being developed with the possibility of including the Church College Certificate in the undergraduate programme and then looking at the development of distance learning for serving teachers. Some work has been done on increasing the provision of INSET for Governors.

The pattern of inspections has changed with some schools only requiring a short Section 10 inspection; the Section 23 inspection for those schools will also be shorter.

As a result of the implementation of the School Standards and Framework Act 1998, all schools require a new Instrument of Government. The role of the LEA has also changed; the legal involvement of the Diocese will increase and there will be Diocesan representation on each of the LEAs served by our schools.

During the year the Committee was pleased to welcome Mr. Peter Kennerley Education Officer at Liverpool Cathedral to its membership. Mr. Kennerley has developed educational resources for schools visiting the Cathedral and also Parish Churches. This is an area of work that will continue to develop.

The two annual School Leaver Services in the Cathedral were well attended, as were the Annual Seminars for recently appointed Parish Priests with a church school connection.

Mrs J Stein has continued to visit schools throughout the Diocese on a regular basis to advise on matters relating to the Governance of schools and Inspection.

### HE and FE Committee

Two new initiatives have sprung from the Committee's work this year, both endorsed at its presentation to the summer Board meeting.

A review of Chaplaincy provision made by the diocese to HE & FE institutions has been established and Terms of Reference agreed. This will involve determining what institutions there are operating in the diocese, where the provision made by the Church towards them comes from and how it can be improved.

In anticipation of Lifelong Learning Partnerships (LLPs) radically changing the face of FE across the country the Committee decided that it should press hard for church representation on these. This had been done very successfully through the MARCEA FE Committee.

The Diocesan HE & FE Committee has also continued through the year with its main role of providing a forum in which Higher and Further Education Chaplains have been able to talk through ideas and find support.

### University Chaplaincy

Regular services continued which a range of visiting preachers. The annual retreat was held at Coed-y-Go in Shropshire, but in addition was a joint retreat with the Roman Catholic Chaplaincy.

The annual lecture was given by Dr Gary Badcock on the subject 'The God of the Covenant'.

The Chaplaincy's programme of activity was expanded to include a Myers-Brigg Personality Test Day. Talks and discussions on Jubilee 2000 Women's reconciliation work in Sudan and the Theology of Communication given by Bishop James.

The new university chaplaincy journal 'Higher Calling' appeared for the first time in April.

## Liverpool John Moores University

The Chaplaincy Team and premises have been very stable this year. There have been no changes of personnel, and the Chaplaincy Centre, now located on Rodney Street opposite the old Scottish Church of St Andrew's, has proved to be a useful base affording good access to the Liverpool Students Union and the central offices of the University.

The Chaplaincy does not operate a gathered model of chaplaincy work as the buildings are so scattered and the modular system of teaching encourages students to attend only for their lessons and seminars. Most contacts are made through pastoral crises of difference kinds, generally of an urgent or desperate kind, or through meeting people individually and in-groups in the places where they study. For most of last year a disciplined visiting of sites could be organised, and contacts were built up.

The Chaplains are occasionally used in more formal ways, and the highlights of 1999 have included the continuation of a group looking at the relationship between 'Science and Faith'. Visits to research seminars of various intellectual disciplines have been welcomed, and it has been interesting to become involved in a module on 'Death and Dying' on a course in the School of Health.

During the latter part of the year the University has been involved in a major restructuring exercise, which is still not completed, this had led to many conversations with staff regarding their own future and that of the University. The job of Chaplain is often a responsive one but the data of conversations are fascinating and important.

### Children's Committee

The focus of the Committee's work has been centred upon 'Communication'.

This has been done by:-

'Child Talk' which is a news sheet sent to all clergy via the diocesan mailing with the hope that it might be passed on to all those who work with children. Readers are kept up to date with coming events, available resources and opportunities for training. Success with 'Child's Talk' has led to the Children's Advisor being invited to run evening and Saturday morning training sessions with both deaneries and individual parishes. She has also been involved with parishes wanting to re-launch/update their children's work.

Other parish events attended by the Children's Advisor have included Children's Presentations, Open Days, Light Parties, Christingle Services and the 'shoebox appeal'. The Children's Advisor has also addressed several Chapter meetings and Deanery Synods throughout the Diocese on the subject of children in the church.

Throughout the year the Children's Advisor has amassed books, videos, teaching material as well as producing her own information packs. All of these are now available on loan to Children's Workers.

The Children's Advisor was also involved with C.M.S. bi-centenary Children's event held at the Albert Dock.

The highlight of the year had to be the Diocesan Children's Conference, organised by the Children's Committee, held at Aintree Racecourse and entitled 'Help there's a Child in Church'. The 630 plus people who attended the conference heard Bishop James share his vision for the future and the main speaker was Peter Greystone, author of the book 'Help there's a Child in Church'.

### Youth Committee

The Youth Officer returned from his Sabbatical in January after studying Buddhism and inter-faith dialogue in Asia. The plans for the All Night Vigil were well under way. Dawn Manton, who had

carried the burden of the work in Richard's absence, had also had to cope without Margaret Dobbie, the Youth Office Secretary, who was on sick leave.

500 people attended the All Night Vigil. Although this was less than hoped, the feedback suggested that the event was mostly well received, with some points that will need to be considered when future events are planned.

The Youth Office was involved in the organisation of New Deal, and in the latter stages some valuable face-to-face work with young people. Ongoing difficulties meant that the end of 1999 saw the withdrawal of the Diocese from the New Deal Contract.

In May the Action and Adventure project managers voted to amalgamate with Queen's Road Detached Project to form Breckfield Young People's Project and draw up its own independent constitution. The Youth Office still gives support through the Management Committee.

April 30/May 3. A coach load of young adults joined up with more than 3000 under 25 year-olds in London for the Archbishop's 'Times of Our Lives'. It was by all accounts an amazing long weekend for the celebrations of vocation. "It was a great event with much positive feedback from those who attended".

The BSR and Youth Office continues to develop a fruitful working relationship: New Deal; Drugs Leaflets; Inter-department discussion day; and the development of residentials with young adults from accommodation and homeless projects.

Developments also continued with meetings to discuss a possible mobile unit in North Liverpool; a latch key homework club at St Aidan's, Speke and a Deanery Support Youth Worker based at Chapelfield in Halton Borough Council.

The working party set up by Diocesan Synod to look at the impact of the Youth A Part report in the Diocese is due to report back during 2000.

Training continued throughout the year to leaders, parishes and clergy (including O.L.M.); Youth A Part, and an affirmation training day for volunteers at St John's Ravenhead, and another for full-time workers at Shrewsbury House.

New Government Legislation and direction on the youth service brought financial cuts to most local authority youth services which consequently affected the full-time centres receiving grant aid - for many it heralded severe change affecting jobs, buildings and future direction.

In November the Revd Alan Jewell stepped down after almost 5 years as Chairman to be replaced by the Revd Paul Robinson. We wish him every success as Chairman as he leads the Youth Committee into the next Millennium.

*The Rt. Rev. J. Packer, Chairman*

## DAC REPORT

As usual, the Committee met on the first Friday of every month during the year. Millennium Projects have been presented to the Committee for its formal advice, and Faculties for several Floodlighting and bell restoration schemes have been granted during the year.

The Committee's advice has been sought for major re-ordering and re-decoration projects around the Diocese. These include Christ Church Croft, St. Philip with St. Paul Southport, St. John Burscough Bridge and St. Cyprian Edgehill. One new Church Building - that of St. Ann's Warrington - is in the final stages of completion and the Committee congratulate the Incumbent on successfully seeing through this project, and complement the PCC on the choice of furniture for the new building.

The Committee offers thanks to its Advisers who serve on the Committee and are only too willing to visit and advise Parishes on works that are proposed. Mr. Alan Iddon, our Buildings Adviser, is also available to meet with representatives of Parishes to discuss and advise on work to Church Buildings.

Mrs. Pam McLoughlin retired from full-time work this year, and our grateful thanks is extended to her for her years of excellent work for the Committee as Assistant Secretary.

As always, we would remind Parishes that most works and adjustments to buildings need a Faculty. Please seek advice early on any work that is proposed. This can only save time and money in the long run and avoid having to pay retrospective Faculty Fees. We are here to help!

*Rev. Noel Michell, Secretary*

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### BOARD OF MINISTRY

During the year there were several changes to the Board's membership. The Rev. Paul Conder retired after serving on the Board for many years as Warden of Readers. Canon John Short, Ecumenical representative from the Liverpool Archdiocese was warmly welcomed.

There were 3 meetings of the Board during the year. The first was devoted to considering the issues arising from Sustaining Parochial Ministry. Deanery representatives reported on the strategies being used and the progress being made to achieve targets. There followed discussion on how the Board and its various constituent groups could provide help and support. At the other meetings there were presentations followed by discussion on the following: Ministry in Secular Employment, the work of the Diocesan Theological Consultant, Pastoral Care and Counselling, Draft Ecclesiastical Jurisdiction (Discipline) Measure, Management and Leadership in the Church. The 1999 Ministry Lecture was given by the Rev. Angela Tilby who addressed the theme "FIVE YEARS ON - Receiving the Gift".

The Board's constituent groups do most of the work on different aspects of ministry. During the year re-organisation resulted in the Communications Committee no longer being part of the Board of Ministry.

**Accredited Ministry Training Forum:** It was agreed that the Forum had reached a stage where it would be beneficial to review its work and progress. Ian Stubbs, National Adult Learning Adviser, Archbishops' Council, agreed to assist as an independent consultant. This review will take place early in 2000.

**Continuing Ministerial Education:** The publication of a major national report relating to CME is awaited. During the year, the Rev. Eric Bramhall left the Team, having contributed much as Deputy Director of CME for 11 years. The Rev. Frank Cain has been welcomed to replace him.

**Chaplaincy among Deaf People:** The year 1999 was particularly busy. In addition to ministering to the congregations who use the Chapels of five centres in the Diocese, much pastoral work was done with individuals. The Interpreter Service for occasional offices in Parish Churches has been much appreciated. Volunteer interpreters attended a course provided by the Chaplaincy on "The meaning behind the words". They have found this valuable as an aid to interpreting for occasional offices. One took part in the NVQ Pilot Course on religious signing. The two chaplains and one deaf Reader attended the annual Chaplains' course at Canterbury. The bi-monthly day course the Chaplaincy provides on "Sharing Worship with Deaf People" now attracts participants from five Dioceses. A new venture has been work with a Parish interested in becoming a "deaf-friendly Church". This is continuing into 2000. We anticipate that there will be an increasing demand from Parishes for help of this kind now that the Disability Discrimination Act is on the statute book.

**Diocesan Liturgical Committee:** During 1999, the Committee continued to help the Diocese prepare for the introduction of Common Worship with many visits to Deaneries by members. The clergy were able to sample much of the new material during the Bishop's conference in September. A conference was held in April to share good practice about the introduction of the new Initiation Services. Members of the Committee worked on a new service to celebrate the beginning of a new ministry, and the Bishop has now authorised this for experimental use in the Diocese.

**Council for Local Ministry Teams:** Two more Teams were commissioned in 1999 bringing the total to seven. There are six in training with three due to be commissioned in 2000. Regular meetings of the Council explore relevant issues, respond to particular questions and provide support and encouragement for Teams. The Bishop of Liverpool was celebrant and preacher at the Annual Celebration at St. Andrew's, Clubmoor. Alison Woodhouse resigned as Director but will be continuing as a member of the Council. In December the appointment of Philip Buman as Officer for Collaborative Ministry (and LMT) was welcomed. During the year Pat Bradley was appointed as Administrator, and this closer link with GUML is welcomed.

**Ordained Local Ministry:** The highlight of the year was the ordination to the priesthood of the first 9 OLMs at the Cathedral. The scheme continues to prosper. In July 7 of the first year participants were recommended for training at a Bishop's Selection Conference, and in September 6 candidates entered Year 1. This makes a total of 21 participants on the first 3 years of the course. Having existed for 5 years, the course is about to be inspected and will then need to be validated again by the Educational Validation Panel of the Ministry Division. The closure of St. Joseph's College, Upholland, has had a considerable impact on the course, not least financial.

**Reader Ministry:** Following the retirement of the Rev. Paul Conder the Bishop appointed Mrs. Ruth Woodward as the first lay Warden of Readers in the Diocese. The Rev. David Gait has now become Officer for Reader Formation with responsibility for training of Readers prior to their licensing and also CME for Readers. Support for these posts has been provided by the appointment of a part-time administrator based in Church House.

**Diocesan Renewal Group:** The Group seeks to encourage and support the renewing work of the Holy Spirit in the Diocese. The Rev. Phil Potter of St. Mark's Haydock is planning an Omega Course for clergy and lay teachers of up to 10 Parishes. Two Anglican renewal courses were held in the Diocese: "Leading Worship that Connects" and "Prayer/Ministry/Healing Training". The Group is also setting up support networks for those in UPA Parishes and those under 40 years of age.

**Diocesan Theological Consultant:** A rolling programme of courses and conferences has been organised at University, College and Parish locations across the Diocese. A wide range of speakers have been involved and have sought to meet the needs of clergy Appraisers, Readers, CME and laity "Enquirers" wishing to explore the implications of Christian believing today.

*The Ven. David Woodhouse, Chairman*

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### (RURAL ISSUES GROUP)

The increasing crisis for many engaged in agriculture and horticulture has been the focus of attention by the Group. Joint publications with MiTE provided information, as did visits by farming members to urban Parishes. The Group is now represented on the north-west organising Committee for Farm Crisis Network, which seeks to offer confidential personal support and practical advice to those facing serious difficulties.

The Group began work on the preparation of a rural briefing day for the Diocesan Bishop in association with the Regional Office of the National Farmers' Union. Appropriate induction courses were

offered to clergy new to small-community Parishes in the rural areas.

The Environmental Forum, which the Group initiated, continued to meet in Liverpool, Ormskirk, Widnes and Warrington and enjoyed the sponsorship of a number of firms and institutions. Topics have included the ecology of the Mersey estuary, soil erosion and "eco-Church".

The Group organised the distribution of Millennium Yew Tree cuttings provided by the Conservation Foundation for Churches, Schools and other sites.

*The Ven. David Woodhouse*

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## PASTORAL COMMITTEE

In 1998 the Deaneries began the very difficult and sensitive task of working towards recommendations for pastoral re-organization in order to achieve Deanery targets for saving Incumbent status posts. Most Deaneries hit the date for responses (15 September 1999), but there are those who still struggle to recommend the required savings. In any event, the year 2000 will prove a busy one for the Pastoral Department, following up Deanery recommendations and producing pastoral schemes.

Not all pastoral re-organisation under discussion is in order to save posts. In both Archdeaconries discussions are taking place for both Group and Team Ministries in order to enhance the ministry and mission in specific areas by encouraging collaboration between parishes in a more formal way. In the Liverpool Archdeaconry, for some time, a Group Ministry has been proposed within the Litherland area. In the Warrington Archdeaconry discussions proceed to form a Group in the Eccleston area of St. Helens.

**Liverpool Archdeaconry:** As far as the Deanery responses are concerned, pastoral re-organisation has been recommended in Bootle, to find the best option for St. Matthew's Bootle, St. Leonard Bootle and St. Andrew Litherland to be staffed by two Incumbent Status Posts. Also, in West Derby, a similar recommendation has been made for St. Paul's Stoneycroft, St. Anne's Stanley and St. John Tuebrook. In the City Centre, it is being suggested that St. Cyprian and St. Mary Edgehill will become a United Benefice, and St. Dunstan's Edgehill will be incorporated within the St. Luke in the City Team.

**Warrington Archdeaconry:** In St. Helens, the Parr Team are working towards amending the Team to incorporate Parr Mount and provide for the Parr Districts to become Parishes. This new Parr Team will have four parishes and be staffed by a Team Rector and two Team Vicars. Two Group Ministries have been recommended for the Winwick Deanery. First a Group to incorporate Glazebury and Hollinfare, Newchurch and Croft (to also become a United Benefice) and Winwick. Secondly, a Group to include the four Newton parishes and provide for the union of the benefices of All Saints Newton and St. John Earlestown. Both Groups accommodating one saving of an Incumbent Status Post.

In both Archdeaconries, further recommendations need to be made to the Pastoral Committee to make the required savings. It is hoped that next year's Report will include the news that all the required savings for 2003 have been identified.

*Margaret Sadler: Secretary*

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## BOARD FOR MISSION & UNITY

The year has been a good one, below are reports from the Departments of the board, but I will mention some of the major pieces of work:

- The planning for the PIM trips to and from Akure – a lot of hard work headed up by the Archdeacon of Warrington and an efficient Team.
- The joint appointment with CPAS of Tony Hardy as part time Diocesan Evangelist and CPAS area representative.
- Lite Nite, a Halloween alternative at the Cathedral was a great success.
- Looking at the impact of the RC One Bread, One Body report.
- The progress made on the Jubilee 2000, to which Guy Elsmore has made a huge contribution.
- Regular meetings with our Methodist counterparts to discuss locally how we might find closer ways of working together, mirroring the national conversations.

*Linda Jones, Chairman*

The Board met three times in 1999, with presentations by visiting speakers and by the departments. The work of the Board is carried forward mainly through the departments. Here are their reflections for the past year:

### *The Healing Panel 1999*

The chief work of the Healing Panel during 1999 was the facilitating of a series of Sunday afternoon meetings around the Diocese to share our experiences of the Ministry of Healing. In all about 400 people attended the 5 meetings and the Panel has spent some time discussing the way ahead. We are planning ahead for a series of "reluctant clergy" seminars in the near future, since we have detected from lay people that many of the Clergy nurse fears about the Ministry of Healing. Some of these fears have arisen from experiences of over-enthusiastic people making life difficult for their parish clergy.

Bishop James is keen on the Ministry of Healing, and among his ideas will be the introduction of a time of ministry after the Maundy Thursday Diocesan Eucharist in which he will take part. He is also happy to take up our suggestion of an annual Healing Service in the Cathedral. The first of these is planned for 22nd November 2000.

We continue to seek for more ecumenical membership of the Panel, so that we may learn from others of their experience, as well as share with them our own hopes for the growth of this evangelistic ministry throughout the Church.

*Paul Nener*

### *World Mission Forum 1999*

For the Archdeacons' Visitation in 1999, Parishes were asked to nominate their World Church Link person, and eighty-three responded. Bob Wilkes hopes to gather these people during 2000 for encouragement, mutual learning and sharing of resources.

The Forum keeps in touch with the Mission Agencies and in 1999 there was an emphasis on CMS, which celebrated its Bicentenary, a major feature of which was the Expo at the Maritime Museum from April to June and a Mersey Ferry Trip in June.

The World Development Officer's attention has concentrated on the Jubilee 2000 campaign and we need to explore further the relation between his work and the people involved in international Church links.

A large part of recent awareness of the World Church in the Diocese has been the preparation for the Exchange visits with Akure, and Bob Wilkes has taken an active share in that, including having the opportunity to visit Nigeria in July 1999.



A matter that requires clear and urgent consultation is where the Diocese wishes to locate in its Synodical structures its concerns for inter-faith relations. An opportunity was missed to involve more of those interested in the initial discussion on the Council of Faiths, but it is hoped that the Diocese can be effective in mobilising support for it when it is established.

*Bob Wilkes*

### **Church Planting**

In 1999 several clergy contacted the Church Planting Adviser wanting to 'find out more' about how to initiate a church / congregational plant. Help and advice was also given to a planting team from St. Mark's, Newton who are in the process of setting up a church plant on the Worsley Hall estate in one corner of their parish.

The Diocesan church planting conference took place on 5th October at Church House. The Revd Bob Hopkins of the Anglican Church Planting initiative was the keynote speaker. He outlined the marked changes in methods of church planting that have happened recently; particularly: youth worship, networking and the cell-church experience.

*Alan Overend*

### **Laity Development Team**

1999 saw the completion of the first run of the 'A Faith to Live By' course with very positive feedback from participants. A number of requests and encouraging comments about the course from other parts of the country prompted us to begin exploring getting it nationally published. This follows the purchase of the Foundation Course by Bradford and Blackburn Dioceses and its use by the Free Churches on Merseyside.

The first award of certificates to those doing Open College credits was held in the Cathedral in December, with representatives of the Diocese and the Open College. It was a joyful occasion for those involved and the fruit of painstaking work which has enabled at least one person who didn't have any school qualifications to start on a Theology degree and others to boost their confidence with nationally recognised awards.

The courses on offer were extended to include a Ways of Bible Study course and Pastoral Visiting. An evening on the spirituality of the millennium was run jointly with the Pastoral Formation Team from the Archdiocese.

The Bereavement course proved particularly popular with the evaluation forms commenting on the sensitivity and skill of the leaders, the comprehensiveness of the course, the skills people were helped to develop and a recommendation of the course 'to anyone who would wish to know more.' In some parishes it has led directly to the formation of Bereavement Visiting Teams.

*Chris Peck*

### **Evangelism team Report**

Much of the work of the Team during the year reflected the continuing concern to provide parishes with consultation and support, rather than simply do the work of evangelism for them. This means that there was a lack of high profile events to demonstrate the work of the team. Most work with individual parishes tends by nature to be invisible.

The main activities during the year included:  
**Millennium Initiatives.** The Team was involved in considering how to mark the Millennium, reporting to churches and making recommendations. Out of these deliberations, the Bishop's Lent 2000 evangelism initiative was born.

**The Anglican Conference on Evangelism (ACE).** Phil Pawley attended this with 3 others from the diocese. One very exciting

development was the initiative to establish a significant fund for youth evangelism in the nation, likely to exceed £5,000,000.

**Attendance Survey.** Three churches participated in a pilot project to look at current church attendance patterns. Although it is not possible to establish if people are attending less frequently than in the past, evidence does suggest this to be the case. The churches involved in the 8-week survey were St. Mark's Haydock, St Matthew's Bootle, and St Paul's Widnes. In every case the number of individuals attending church at least once during that time was between 30/40% higher than a normal Sunday Warden's head count suggests.

**Lite Nite.** On October 31 the Liverpool Cathedral played host to more than 800 children and approximately 300 adults for an evangelistic Christian alternative to Halloween. With the help of the Kidz Klub crew from Holy Trinity Page Moss, and volunteers from around the diocese, a fast moving, multimedia two-hour stage presentation provided the children with entertainment and a challenge to put their faith in Christ.

The team of Janet Arnold and Phil Pawley was one member short following the decision of Peter Jordan not to seek renewal of his half-time post as Diocesan Evangelist. The year ended with the appointment of Rev Tony Hardy as half time Evangelism Team member and half time CPAS NW consultant.

*Phil Pawley*

### **Lay Swanwick Planning Group**

Some come year after year to the Swanwick weekend in confident expectation that their thinking will be stimulated and that the fellowship will be warm. Others come in hope and curiosity, not knowing what to expect to sample the 'Swanwick experience' for the first time. The Planning Group seeks to be consciously aware of the needs of both groups. Our Guest Speaker for Swanwick '99 was Margaret Barker, who proved to be a great communicator. Taking as her title the promise of Revelation: "Behold, I make all things new", with assiduous care and an infectious enthusiasm for her subject, she unraveled the complexities of Temple rituals and helped us to see how close to present-day understanding is the Old Testament vision of God's eternal presence in our midst. How contemporary, too, are the dire warnings of OT prophets as to what will result if the created order of the universe is broken. As always, the Group work, the worship and the music were designed to reflect, to extend and to illuminate the main theme. The work of the Lay Swanwick Planning Group is very much a team effort and has owed much to the leadership of our Chairman - for the past six years, Nick Daunt.

*Audrey Smaile*

**Partners in Mission:** The Team has been enlarged in order to prepare for the Millennium exchange visits. Recruitment, fund-raising and a training programme commenced during the year for those intending to visit Akure in the team led by Bishop James in June/July 2000.

The Rev. David Fadugba and his family, from Akure, was invited to serve in the Diocese of Liverpool for a three year period and arrived in the summer to be licensed as resident Minister at St. John's Earlestown.

Guidelines for Parishes wishing to maintain a Parish link in the Diocese of Akure were prepared.

A further consignment of books was sent by sea to Akure for use in Vining Theological College and Schools in the Diocese. The Team are very grateful to all those who contributed books for this purpose.

*Ven. David Woodhouse*

## Ecumenical Issues Group

We have continued meeting with our Methodist counterparts to look at ways we can act together in our area to follow up some of the suggestions in the initial report from the Methodist/Anglican conversations about a growing unity. We encouraged local ecumenical groups to look at One Bread One Body the recent explanation of the Roman Catholic position on inter-communion. A twice yearly meeting of Anglican clergy working in Local Ecumenical Partnerships has been set up to explore the pressing issues and opportunities they present. We supported the preparations made for the cathedral service on January celebrating the Porvoo agreement, bringing the Church of England into a new relationship with the Nordic and Baltic Lutheran churches. We see our role as an action group on selected issues, as and when they arise.

Andrew Edwards

## BOARD FOR SOCIAL RESPONSIBILITY

**Structure:** The Board has kept structures under constant review and now has an Executive Committee, Equal Opportunities Monitoring Committee, Regional Issues Committee, and Personal/Pastoral Issues Committee. The Board's membership has been expanded to include the Diocesan Council for Social Aid and Mersey Mission to Seafarers alongside Church Army and Mothers' Union as the major Anglican Voluntary Associations to whom we relate. Our Director, Ultan Russell services the Board and its Committees and juggles with conflicting priorities!

**Housing and Homelessness Officer:** Captain Ralph Upton has strong links with a range of homelessness agencies. A practical project to get toiletry bags for homeless people and others meant that approaching one thousand full bags were donated principally by Mothers' Union. The ROC homelessness project in St Helen's will soon be advertising for a full-time worker due to Ralph's work alongside its Trustees. Practical and pastoral work with asylum seekers was an unexpected initiative that has become a major part of Ralph's work. Ralph produced a leaflet on drugs, which was circulated to parishes and youth groups. With Revd Tim Stratford, Ralph is trying to establish a network for clergy and lay workers on outer-ring estates in the Diocese.

**Marriage & Family Life Officer:** Marian Pope's post is now permanent and full-time. A detailed submission was made to the Government's discussion paper *Supporting Families*. Marian convened a group on Baptismal Practice comprising representatives from different diocesan Boards which produced a pack in September. This was circulated to all clergy. Revd Deb Larkey has become honorary director of the Rainbows child bereavement project, which is being piloted in some schools. Marian continues to support colleagues in other Dioceses and was involved in a FLAME (Family Life and Marriage Education) exhibition during the November General Synod.

**Learning Disabilities Officer:** Sister Ruth Reed's work has shifted strongly to training/enabling clergy and laity to support individuals and families. Ruth mounted a display on learning disability at the July General Synod which elicited much interest and recognised the lead that the Diocese and Church Army have taken on this. A Confirmation Service for people with autism was designed and many of the leaflets produced by Ruth have been reprinted or revised. The retreats in Southport, Liverpool and St Helen's continue to be well supported and invariably overbooked.

**Science Officer:** Revd Ursula Shone retired in September 1999 after nine years' committed work for the Board. The specific role of offering advice on complex issues of scientific interest will be undertaken by recruiting a small group of expert volunteers. After very full discussions it was agreed to replace neither the Science Officer nor the New Deal Officer posts but look at what shape a new post should have in BSR now we had disengaged from Deanery Projects and work was expanding. This process is underway and recommendations will go to Bishop's Council.

**Equality Issues:** The Equal Opportunities Monitoring Committee continues to monitor the position of women clergy, is reviewing the Diocesan Equal Opportunities Policy, and undertook a statistical analysis of the composition of the Diocesan Synod. The revised leaflet *Fairness for All* on equal opportunities in praying and preaching has been circulated widely. The Board Chairman, with Marian Pope, has collated responses from Deanery Synods to the House of Bishops' paper on *Human Sexuality* and is preparing for a study session at the March 2000 Diocesan Synod.

**Ecumenical Contacts:** The Marriage & Family Life Officer chairs MARCEA's Marriage & Family Life Group while the Director is Chairman of MARCEA's Social Responsibility Department. Links are being strengthened with Nugent Care, Marriage Care, the new full-time work of the RC Justice and Peace Commission (Sr Margaret Clark) and the Merseyside and Region branch of Church Action on Poverty (MARCAP). The Director works closely with the MiE (Mission in the Economy) Team. Captain Ralph Upton supports the MARCEA Support for Asylum Seekers Project. Sr Ruth Reed's work includes close links with Nugent Care and one major initiative has been a feasibility study about an interchurch pastoral centre for people with learning disabilities and their families.

**Joined Up Working:** Collaboration with the Youth Department has expanded over New Deal, relationship education, prisons, homelessness, drugs awareness and ensuring that equality/inclusion initiatives recognise the importance of involving young people. The staff work closely with the Mothers' Union on issues including family life, homelessness and equality/inclusion.

Links with the Resources Department continue through co-sponsorship of the Community Workers Forum and sharing information/expertise to support parishes and church community projects. In collaboration with Revd Guy Elsmore (World Development Adviser in BMU) the Board promoted events and produced a worship booklet for One World Week.

**Rural and Environment Issues:** The Director serves on the Diocesan ACORA Rural Issues Group. The Environmental Fora (a joint initiative of BSR and ACORA) continue to meet three times a year grouping agencies concerned about environmental issues. In collaboration with the ACORA Group, BSR is seeking external funding for a full-time Rural Development Officer.

**New Deal Officer:** Revd Steve Little left in July 1999. Managing the New Deal Voluntary Sector Option Contract in Liverpool proved excessively bureaucratic and a financial loss. It was decided not to continue with the contract and to disengage from New Deal. A temporary worker, Gordon Buss, was appointed who with the Director has been producing a report expressing our anxiety over the operation of the Voluntary Sector Option. This should be produced early in 2000.

**Other Initiatives:** The Board's Sector Committees have responded to documents from the Government's Social Exclusion Unit, worked on disability access, and linked with the NW Regional Development Agency. Several leaflets have been produced. Our Director regularly contributes to *Livewire* on social action. Close links have been forged with Sefton Council for Voluntary Service, Liverpool Voluntary Service Council, Mersey Volunteer Bureau and are developing with other Councils for Voluntary Service. The Director has been advising the Diocesan Council for Social Aid, whose principal task is running Adelaide House Bail Hostel, on its structures. The staff are called upon to advise Bishop James on a range of social and community issues.

**Disengagement from Deanery Projects:** This proved very successful as all 3 projects restructured and obtained external funding. Halewood Listening Ear, renamed Listening Ear (Merseyside), has expanded its work with a strong volunteer base. Bootle & Sefton Deaneries Committee was re-launched as Sefton Choices and we record our gratitude to its staff (Val Davies and Judith Ash) who are now employed by the new agency. Wigan Churches Association for Family Welfare now has 4 rather than 1.4 staff. Sue Clugston took early retirement on the

grounds of ill health and Sheila Fulford was offered voluntary redundancy — we wish them well.

**Administration:** The expansion of our work and the productivity of the staff and our Committees has placed increasing pressure on Irene Summers our Office Administrator and the Director, so in October she was joined by a part-time assistant, Diane Pendleton.

**Board Membership:** The Board paid tribute to the Revd Ruth Byworth who did sterling work as Vice-Chairwoman and Acting Chairwoman. We welcome Angela White, Chief Executive of Sefton Council for Voluntary Service, who was appointed by Bishop James as our new Vice-Chairwoman. We bade farewell to Canon Randell Moll, Senior Industrial Chaplain, an active Board member.

*Approved by the BSR Executive Committee*

## RESOURCES OFFICERS REPORT

1999 was a year of more staff changes and a high workload. Julian Hollywell, UPA Development Officer, left for promotion in Manchester Diocese and was replaced by Sarah Burston.

Christian Responsibility and Ministry of Money Programmes were run in 14 Parishes. 22 Parishes and projects were helped with Church Urban Fund applications, and £103,860 was brought into the Diocese. This amount included a really innovative partnership with the Directory of Social Change. An eleven-week Management Development Training Course was run for 25 Lay workers and Clergy involved in Project Development and Management. This one day a week course proved so successful that a second course is being held in Wigan in spring 2000.

38 different Parishes and Projects received help on project development ranging from help on Parish audit and writing of feasibility studies, and business plans to straightforward fundraising. Entrust, the Landfill tax credit scheme has proved very useful and £140,000 helped towards the cost of the new Church at St. Anne's Warrington.

There was continued support and training for Treasurers and Covenant Secretaries and, once again, good levels of compliance were achieved to Charities Act requirements.

The Department worked with 104 Parishes. This help may have been a "one off" visit or in depth help on a project or Parish Audit involving many days work. It is really pleasing when a Parish moves from help with a financial problem, to work on Christian Responsibility, then to a Parish Audit and then a Project Development. This has been the case with more than one Parish included in these figures from crisis to stability, to growth and outreach. It is a privilege to work alongside such Parishes.

*Kath Rogers*

## PARSONAGES COMMITTEE

During 1999 the arrangement for the provision of surveying continued with the firm of Hardcastle & Hogarth. As I reported last year, the first surveyor to be based at Church House under this arrangement, Karen Ellison left us. I am happy to report that Alan Gayner has taken her place. He has settled well into the many and daunting tasks which face him in looking after our 240 properties.

The Committee has been determined to reduce the backlog of Quinquennial Inspections and repairs. This is now almost complete. In order to achieve this, the DBF Executive made a considerable sum of money available and for this the Committee,

as well as the occupants of the parsonage houses, are most grateful.

However, this has been largely to effect necessary repairs and not to bring the parsonages up to an appropriate standard, including the replacement of windows, kitchen units and the establishment of utility rooms. Further, with the advice of Crime Prevention Officers, many security features have been identified as advisable. The officers have been called in to look at the security of parsonages for this area is of real concern in that the Committee is committed to making life in them less vulnerable. Such improvements as these have to be funded separately from the repair budget and a grant of £219,000 was made from the Pastoral Account. This money has only been available from the sale proceeds of six parsonage houses following Pastoral reorganisation. However we cannot rely on such sales continuing into the future.

We have been grateful again for the grants from Marshall's Charity. The Trustees of the Charity have modified their approach to making grants enabling a more strategic planning of some future improvements. Identifying these is not an easy task for it places an intolerable burden on resources, which are already over-stretched. However, the Committee is looking towards the setting up of an appropriate database for the properties.

Over recent years there have been many changes in the personnel of the Department in the areas of administration and surveying. The Committee continues to be very grateful for the amount of work they put in. However, as the year ended we became aware of another change, Jackie Duck, the Diocesan Deputy Secretary for Finance & Property announced that she would be leaving the Department during 2000 prior to her Ordination. We want to place on record our gratitude for the enormous amount of work she has put in to help the Committee to achieve its objectives, and keeping us up-to-date with the financial situation. We wish her well, and pray for her in her vocation.

*The Ven. Bob Metcalf*

## COMMUNICATIONS DEPARTMENT

This Department was re-formed in August when I was appointed as Diocesan Communications Officer and Press Officer to the Bishop of Liverpool and Sue Cain was appointed as my part-time secretary. This second part of 1999 was spent setting up a Communications Committee, meeting clergy and officers and developing links with the local and national media in my new role.

As well as dealing with media enquiries for the Bishop and stories from across the Diocese, I have been working on a Media Strategy for Bishop James, a Communications Strategy for the Diocese and media training in conjunction with Chester Diocese. I have also begun investigations into developing a Diocesan web site and a new corporate image for Liverpool Church of England.

Christmas and New Year was a busy period with a great deal of demand for interviews with the Bishop, as well as helping with promoting the New Year's Eve Service in the Cathedral. I am also now Communications Advisor on various groups planning events for 2000, including the Lent 2000 Group and the Parish Enabling Group.

*Katherine Miller*