

**For the Parish of St John the Divine Lytham
from 1st January to 31st December 2022
it became part of the newly created
Parish of St John the Divine and St Cuthbert Lytham during the year**

Reference and Administrative Information

The Parochial Church Council of the Ecclesiastical Parish of St John the Divine, Lytham is a charity by exception.

St John the Divine Church is located on East Beach, Lytham. The parish is part of the Deanery of Kirkham, in the Diocese of Blackburn and its current correspondence address is:

St Cuthbert's Vicarage,
Church Road,
Lytham,
Lancashire
FY8 5PX

Parochial Church Council (PCC)

St John the Divine, Lytham PCC is a body corporate and operates under the Parochial Church Councils (Powers) Measure 1956 and the Church Representation Rules.

PCC members are appointed as set out in the Church Representation Rules. All Church members are encouraged to register on the Electoral Roll and stand for election to the PCC.

Day to day management of the Church was exercised by the Priest in Charge and in their absence the Churchwardens and PCC.

PCC Membership

The Priest in Charge (or in their absence the Lay Chairman) is the ex-officio Chairman of the PCC. The Annual Parish Meeting of 2004 resolved that the two Churchwardens and the members of the PCC be elected annually by the Annual Parish Meeting and that there be no restriction on the number of members elected. The Officers/Representatives of the PCC for 2021-22 were elected at the PCC meeting immediately following the 2021 Annual Parish Meeting and comprise the following:

Priest in Charge	Revd Nick Wells
Churchwardens	the Churchwarden positions remain vacant
Deanery Synod Representatives	Ms Joanne Hutchinson
PCC Secretary	Mrs Debbie Edwards
PCC Treasurer	Mr Peter Martin
Mr Richard Freeman	Mrs Jackie Freeman
Miss Diana Harris	Mrs Susan Holman
Mrs Kay Hopper	Mrs Rachel Leaper
Mr Edward Leyland	Canon George Moore
Mrs Joyce Packer	Ms Tabitha Riley
Mrs Wendy Riley	Mrs Sheila Storey
Mrs Hilda Swindlehurst	

The Priest in Charge is licensed by the Bishop of Blackburn and an ex-officio member of the PCC.

Standing Committee of the PCC: Priest in Charge (Chair), Churchwardens, Lay Chair, PCC Secretary, PCC Treasurer

PCC members receive training as and when appropriate, including roles and responsibilities, safeguarding, financial and fabric.

Positions of Responsibility

Stewardship Recorder	Mrs Joyce Packer
Covenant Secretary	Kay Hopper
Electoral Roll Officer	Vacant
Vision Champion	Ms Joanne Hutchinson
Safeguarding Officer	Ms Joanne Hutchinson
Data Protection Officer	Vacant
Health & Safety Officer	Vacant
Churches in Lytham Representatives	Vacant

The Blackburn Diocesan Board of Finance acted as Custodian Trustee for the inalienable property of the church.

Lytham Church of England School (Voluntary Controlled)

Head Teacher - Mrs Amanda Wooldridge

Lytham C of E Primary School, Park View Road, Lytham FY8 4HA

Bankers

HSBC

Independent Examiner

Ms Debbie Thorn, Champions Accountants Blackpool

Legal Advisors

The Diocesan Registrar, Diocesan Offices, Walker Office Park, Blackburn BB1 2QE

QQI Surveyor

Steven Eccles of Cowan & Co Building Consultancy

Related Trusts

Lytham Church of England School

The Priest in Charge is an ex-officio foundation member of the school governors and a trustee; three people are elected by the PCC from the Church Membership as school Foundation Governors.

Lytham Ecumenical Partnership

The Churches in Lytham have a long-established partnership to which St John's is a fully committed partner. The Priest in Charge and two church members elected by the PCC serve on the LEP Council, these positions were vacant in 2022.

Lytham Schools Foundation

The Priest in Charge is the nominated representative from St John's on the Foundation

Lytham Club Day Committee

St John's nominates two people to the Committee. The current representative positions are vacant.

Risk Assessments:

The PCC carried out risk assessments throughout the year to identify any major risks.

Financial Risk

Investments held by the PCC are reviewed in accordance with Diocesan guidelines. The PCC approves internal controls for annual accounts and cheque handling.

Compliance with Law and Regulation

The PCC is informed of risks and these are dealt with as appropriate. Procedures for reporting accidents are in place. The fire extinguishers and security alarm are checked regularly in compliance with our H&S policy and procedures. A risk management survey was carried out by insurers and acted upon.

Safeguarding

The Church has adopted the Blackburn Diocesan 'Protection for All' Policy on Safeguarding Children & Vulnerable Adults. St John's complies with DBS requirements when recruiting volunteers and staff.