

# THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF THE PRIORY CHURCH OF ST MARY AND ST CUTHBERT, BOLTON ABBEY

England & Wales · Charity number 1129541

## Details

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Other names	BOLTON ABBEY PCC
Status	Registered
Legal form	Previously excepted
Registered	2009-05-12
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	4 Gentian Glade Harrogate HG3 2NT
Phone	01423509629
Email	<a href="mailto:office@boltonpriory.org.uk">office@boltonpriory.org.uk</a>
Website	<a href="http://www.boltonpriory.org.uk">www.boltonpriory.org.uk</a>

## Activities

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**Objects:** Promoting in the ecclesiastical parish the whole mission of the Church.

**Activities:** Regular public worship open to all. The provision of sacred space for personal prayer and contemplation. Pastoral work, including visiting the sick and the bereaved. Teaching of Christianity through sermons, courses and small groups. Taking of religious assemblies in schools. Promotion of Christianity through the staging of events and meetings, and the distribution of literature.

## Classification

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- **How:** Makes Grants To Organisations, Provides Human Resources, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** Religious Activities
- **Who:** The General Public/mankind

## Geography

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- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- North Yorkshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-12-31	£259,576	£287,492	-	-
2023-12-31	£210,467	£207,240	-	-
2022-12-31	£193,144	£198,268	-	-
2021-12-31	£191,543	£186,928	-	-
2020-12-31	£146,037	£219,897	-	-

## Trustees

Name	Role	Appointed
<b>Rev NICHOLAS JUSTIN MERCER</b>	Chair	2019-04-07
Carol Ann Dawson		2025-05-18
ELAINE ADAMS-LAMBERT		2015-04-12
Gillian Margaret Holme		2024-05-05
JEAN VALERIE CRAWFORD		2022-09-02
JOHN CYRIL HORNBY		2025-05-18
Jane Clarke		2025-05-18
Joyce Rosemary Simpson MA DipEd		2022-05-22
Kathryn Jayne Templeton		2020-11-22
MATTHEW JAMES HEY		
MICHAEL JOHN RUSSELL HEATLEY FCA, CTA		
Rosemarie Fisher		2018-04-15
Susan Patricia Barker		2022-09-02

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# Accounts

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**PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY  
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR 2024**

**1. Administrative information**

The Priory Church of St Mary and St Cuthbert is situated in the village of Bolton Abbey and is part of the Diocese of Leeds. The correspondence address is Church Office, Bolton Abbey, Skipton, BD23 6AL.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission.

PCC members who have served since the date of the last report, 31 January 2024, until the date of this report are:

**Clergy**

Rev N. J. Mercer	Rector, Chairman
Rev T. Cantlow	Distinctive Deacon (non-voting)

**Churchwardens**

Mr M. J. Hey  
Mrs J. R. Simpson, Acting PCC Secretary

**Diocesan Synod Representative**

**Deanery Synod Representatives**

Mrs S. Barker  
Mr P. Lambert

**Honorary Member**

Duke of Devonshire	Patron
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**Elected Lay Representatives**

Mrs E. Adams-Lambert	Environment Officer/Village Hall representative
Mrs S. Barker	
Mrs J. Crawford	
Mrs R. Fisher	Electoral Roll/Friends
Mr M. J. R. Heatley	PCC Treasurer
Mrs G. Holme	
Mr P. Lambert (non-voting)	Verger
Mrs K. J. Templeton	Guides organiser
Mr G. Yates	Resigned 24 August 2024

**2. Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

**3. Mission Statement**

A community seeking to live well with God, gathered around Jesus Christ in prayer and fellowship and committed to welcome, worship and witness.

**4. Church Attendance**

a. There are 113 parishioners on the Church Electoral Roll. Of these 89% live outside the Parish.

b. During 2024 there were 12 baptisms in the Priory Church and 20 couples were married. There were also 12 funerals and 7 interments of ashes.

## 5. Review of the Year

As I write this report at the end of 2024, the Church of England is facing one of the most turbulent times in its history. In November the Archbishop of Canterbury (Justin Welby) resigned as a result of safeguarding failures in the Church of England. These are difficult times as the Church continues to grapple with its historic and current safeguarding failures and shortcomings. However, having submitted the Statistics for Mission at the end of 2024, I am pleased to report that, despite these troubled times, Bolton Priory has continued to hold together and indeed, there is very little difference between the attendance figures for 2023 and 2024. In addition, we continue to be joined by an on-line worshipping community which averages about 80 people each Sunday.

Some notable events during the course of 2024, included:

On the 3<sup>rd</sup> March, a service of thanksgiving for the role of High Sherriff was held at the Priory to mark the end of the tenure of Claire Grainger as High Sherriff of North Yorkshire. It also marked the end of the Rector's tenure as chaplain to the High Sherriff.

Five members of the Priory went on a Lent retreat to Ampleforth Abbey between the 4<sup>th</sup> and 6<sup>th</sup> of March. The retreat focused on the Gospel of John and was given by Father Henry Wansbrough OSB.

On the 9<sup>th</sup> of March, the St Cuthbert's lecture was given by Professor Sir Ian Kershaw and Professor David Stocker on the "architectural mystery" of the recess in the South Wall of Bolton Priory. It was very well attended though not all were persuaded by the explanation that it had been a liturgical bell tower!

On All Fools' Day the Rector marked his Quinquennium at Bolton Priory.

On the 21<sup>st</sup> and 28<sup>th</sup> of May the Rector gave the D Day lecture at Ripon Cathedral on the Just War tradition and International Law.

Reverend Lorna Heatley, who has been a member of the Priory congregation since childhood, was ordained deacon at Ripon Cathedral by the Bishop of Leeds on the 29<sup>th</sup> June and the Reverend Tony Cantlow was licensed as a Deacon in the parish of Bolton Abbey by the Bishop of Ripon on 14<sup>th</sup> July.

On the 16<sup>th</sup> August, Bolton Priory held its very first "Last Night of the Proms" on the lawn of Bolton Hall courtesy of the Duke and Duchess of Devonshire. The concert included the opera singers Alexandra Lowe and Ryan Vaughan Davis and the Yorkshire Symphony Orchestra conducted by Ben Crick. The event was superbly arranged by Carol Dawson and raised just short of £12,000 for the Priory.

New glass West Doors were installed at the Priory at the beginning of August commemorating the Coronation of King Charles III and were blessed by Bishop John Flack on the 8<sup>th</sup> September. New glass South Doors were installed in November and have greatly enhanced the interior of the Priory. The cost of these doors was completely funded by the Friends of Bolton Priory.

On 19<sup>th</sup> December Bolton Priory became a Gold Eco Church having been awarded a gold Eco Church Award by A. Rocha UK. This was due to the superb work by Elaine Adams-Lambert and her team. Bolton Priory is only the 66<sup>th</sup> Church in the country to receive such an award.

### Liturgy and Worship

Worship continued throughout the year. We had a number of visiting preachers who came to Bolton Priory during the year including Reverend Talisker McLeod, Rector of Cherbury, Sister Margaret Atkins OSA, Reverend David Gifford (former CEO of the Council for Christians and Jews) and Reverend Inderjit Bhogal who was the former Head of the Methodist Conference and founder of the City of Sanctuary.

The outreach of the Priory continued. Donations were made to the Two Ridings Community Association, British Red Cross, Mary's Meals, Woodland Trust and Upper Wharfedale Fell Rescue Association.

Music continued to play a pivotal part in the life and worship of the Priory. In May, Dr Tim Raymond resigned as the Director of Music and Brian Mason stood in as the organist and choir master while the post was advertised and interviews held. Duncan Glenday was appointed as the Organist and Choir Master during the summer and took up his post on the 2<sup>nd</sup> September. Amelie Chaduc stood down as the organ scholar after Easter. It is hoped to have a new organ scholar in 2025.

Liquid Worship continued to flourish. As well as services on the first Sunday of each month we, once again, held an All-Ages Service on Palm Sunday and a joint service for Harvest Festival where 113 people attended. A talk was given on the Priory's efforts to acquire gold status as an eco-church. In addition to Liquid Worship, Sedbergh School sang choral evensong on the 25<sup>th</sup> February followed by Giggleswick School on the 28<sup>th</sup> April. The Boyle and Petyt School held their carol service at the Priory on the 19<sup>th</sup> December and Christingle was held on Christmas Eve.

The concert committee had their final season at the Priory with concerts by the York Railway Institute Brass Band, Skipton Choral Society, the Leeds Philharmonic Chorus and a piano recital given by Margaret Bruce which included music by Dr Tim Raymond. The Lady Clare Consort and Cantores Salicium also gave memorable concerts during the year. Professor Michael Hudson has been appointed as the new concert director for 2025.

## Conclusion

I am pleased to report that, once again, Bolton Priory held together very well in 2024, keeping up numbers and paying our Parish Share in full. However this a time of change and the fact we have held twelve funerals this year (16% of the parish) illustrates the demographic changes that are happening in this parish and across the Church of England as a whole. Whatever the political difficulties the national church finds itself in, we need to prepare for the transition at the end of this decade and the inevitable succession that will follow. It is incumbent on the current generation to equip Bolton Priory for ministry and mission for the coming decade and beyond.

## 6. Financial Review

Total receipts on ordinary unrestricted funds during the year amounted to £226,236 (2023 - £190,952). Total expenditure from those funds amounted to £223,976 (2023 - £195,659). The net result of this was a surplus for the year of £2,260 (2023 - Deficit - £4,707).

Total receipts on restricted funds during the year amounted to £33,340 (2023 - £19,515) Total expenditure from those funds amounted to £63,516 (2023 - £11,581). There was therefore a deficit on these funds of £30,176 (2023 - Surplus £7,934). This was brought about by further expenditure on the Heating Project but which is now almost completed.

Our Share for 2024 was set at £88,382 and we paid this in full. We have not yet been told the amount of our Share for 2025 but the Diocese is aware that, although we will always pay our Baseline Parish Share in full (2024 - £72,634), we will only pay so much of the Capping Adjustment (2024 - £15,748) as to keep us out of deficit for the year.

## 7. Reserves Policy

It is the PCC policy to maintain adequate reserves in unrestricted funds to cover any eventuality for the maintenance of this ancient church. As a consequence, at the year end, we held £25,757 in a general reserve account (2023 - £32,450). This account is held by the Central Board of Finance.

8. The PCC greatly appreciates and thanks all those from the congregation who contribute so much to the work of the Priory Church, its worship and mission:
- a. The Standing Committee: The Rector, the Churchwardens, the Treasurer and Mrs K. Templeton.
  - b. The Serving Team led by Mr Michael Vineall.
  - c. The Liquid Worship team led by Mrs Joan Mason.
  - d. The Administration Department led by Mrs Margaret Cody assisted by Mrs Amanda Wood.
  - e. Mrs Kate Templeton our Secretary and our Treasurer, Mr Michael Heatley.
  - f. The Church cleaning, now JK Cleaning Services, overseen by Mrs J. Simpson and with additional help from members of the congregation.
  - g. The Choir Master and Organist, Mr Duncan Glenday and Deputy Organist, Mr Brian Mason.
  - h. Following the retirement of Mrs Lorna Freegard during the year, the floral teams are co-ordinated by Mrs Liz Clayton and Mrs Rosemarie Fisher is the contact for wedding couples.
  - i. The magazine editor, Mrs Joyce Simpson ably assisted by Mrs Liz Clayton.
  - j. The Welcome Team led by Mrs Kate Templeton.
  - k. The Environment Group, Elaine Adams-Lambert and team.
  - l. The Voluntary Offertory and general money counters.
  - m. The Sacristan, Mrs Jen Hardaker.
  - n. The coffee team led by Mrs Liz Hornby.
  - o. The Priory Verger, Mr Peter Lambert.
  - p. The Sidesmen led by Mrs Susan Whittaker,
  - q. The Friends of Bolton Priory under their Chairman, Mr Richard Watson
  - r. Our webmaster Mrs Aurora Mercer.
  - s. The Skipton Food Bank team led by Mrs Lyn Bartlett
  - t. Our Baby Basics contact, Mrs Mary Vineall.
  - u. Last, but by no means least, our Churchwardens, Mr Matt Hey and Mrs Joyce Simpson.

On behalf of the PCC

*N. J. Mercer*

6 March 2025

Rev N. J. Mercer

PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

Registered Charity No 1129541

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

FOR THE YEAR ENDED 31 DECEMBER 2024

**RECTOR:**

Revd N. J. Mercer  
The Rectory  
Bolton Abbey  
Skipton  
BD23 6AL

**BANKERS:**

Santander UK plc  
Bootle  
Merseyside  
L30 4GB

**INDEPENDENT EXAMINER:**

T. A. Barker  
Chartered Certified Accountant  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

	<u>Note</u>	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
				<u>2024</u>	<u>2023</u>
<b>INCOMING RESOURCES</b>					
Incoming resources from donors	2 (a)	£106,852	£ 27,037	£133,889	£120,710
Other voluntary incoming resources	2 (b)	74,085	-	74,085	38,551
Income from ancillary trading	2 (c)	42,012	-	42,012	40,016
Income from investments	2 (d)	<u>3,287</u>	<u>6,303</u>	<u>9,590</u>	<u>11,190</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>226,236</u>	<u>33,340</u>	<u>259,576</u>	<u>210,467</u>
<b>RESOURCES USED</b>					
Grants	3 (a)	4,369	-	4,369	4,000
Activities directly relating to the work of the church	3 (b)	179,589	6,468	186,057	157,890
Church management and administration	3 (c)	<u>40,018</u>	<u>57,048</u>	<u>97,066</u>	<u>45,350</u>
<b>TOTAL RESOURCES USED</b>		<u>223,976</u>	<u>63,516</u>	<u>287,492</u>	<u>207,240</u>
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>	9	2,260	(30,176)	(27,916)	3,227
BALANCES BROUGHT FORWARD AT 1 JANUARY		<u>89,686</u>	<u>158,715</u>	<u>248,401</u>	<u>245,174</u>
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>		<u>£ 91,946</u>	<u>£128,539</u>	<u>£220,485</u>	<u>£248,401</u>

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

BALANCE SHEET AT 31 DECEMBER 2024

	<u>Note</u>	<u>2024</u>	<u>2023</u>
<b>CURRENT ASSETS</b>			
Stock of books and postcards		£ 11,440	£ 10,829
Debtors	6	2,561	1,650
Short term deposits		197,260	232,724
Cash at bank and in hand		<u>12,014</u>	<u>10,070</u>
		<u>223,275</u>	<u>255,273</u>
 <b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	<u>(2,790)</u>	<u>(6,872)</u>
<b>NET CURRENT ASSETS</b>		<u>220,485</u>	<u>248,401</u>
<b>NET ASSETS</b>		<u>£220,485</u>	<u>£248,401</u>
 <b>FUNDS</b>			
Unrestricted	5	£ 91,881	£ 89,621
Restricted		<u>128,604</u>	<u>158,780</u>
		<u>£220,485</u>	<u>£248,401</u>

Approved by the Parochial Church Council on 6 March 2025 and signed on its behalf by:

*N. J. Mercer*

Revd N. J. Mercer  
Rector

*M. J. R. Heatley*

Michael J. R. Heatley  
Honorary Treasurer

The notes on pages 7 to 10 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's, and with the Regulations' "true and fair view" provisions and is prepared under FRS102(2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

**ASSETS**

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Short term deposits

These are the cash held on deposit with the CCLA.

**FUNDS**

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**2. INCOMING RESOURCES**

	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
			<u>2024</u>	<u>2023</u>
2(a) Income resources from donors				
Planned giving				
Gift aided	£ 61,213	£ -	£ 61,213	£ 63,452
Income tax recoverable	17,211	-	17,211	17,816
Not gift aided	1,560	-	1,560	1,466
Collections at all services	22,585	-	22,585	21,119
Votive candles	1,282	-	1,282	1,524
Donations	<u>3,001</u>	<u>27,037</u>	<u>30,038</u>	<u>15,333</u>
	<u>106,852</u>	<u>27,037</u>	<u>133,889</u>	<u>120,710</u>
2(b) Other voluntary incoming resources				
Church boxes	29,019	-	29,019	28,983
Fund raising events	<u>45,066</u>	<u>-</u>	<u>45,066</u>	<u>9,568</u>
	<u>74,085</u>	<u>-</u>	<u>74,085</u>	<u>38,551</u>
2(c) Income from ancillary trading				
Bookstall	21,878	-	21,878	21,850
Magazine	4,475	-	4,475	4,504
Fees - see note	<u>15,659</u>	<u>-</u>	<u>15,659</u>	<u>13,662</u>
	<u>42,012</u>	<u>-</u>	<u>42,012</u>	<u>40,016</u>
2(d) Income from investments				
Bank interest	<u>3,287</u>	<u>6,303</u>	<u>9,590</u>	<u>11,190</u>
	<u>3,287</u>	<u>6,303</u>	<u>9,590</u>	<u>11,190</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>£226,236</u>	<u>£ 33,340</u>	<u>£259,576</u>	<u>£210,467</u>

Note: Fees

Fees due to the PCC

Weddings	£ 5,800	£ 5,580
Funerals, cremations etc	4,310	3,832
Video/Streaming/Photography	<u>5,280</u>	<u>4,250</u>
As shown above	15,390	13,662
Heating/Music	<u>3,270</u>	<u>3,270</u>
	<u>18,660</u>	<u>16,932</u>

Fees passed on to:

Diocese	7,374	6,975
Organist	5,125	4,630
Choir	2,200	3,520
Verger	<u>2,290</u>	<u>2,105</u>
	<u>16,989</u>	<u>17,230</u>

Total fees received	<u>£ 35,649</u>	<u>£ 34,162</u>
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**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**3. RESOURCES USED**

	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
			<u>2024</u>	<u>2023</u>
3(a) Grants				
Missionary and charitable giving:				
Overseas mission societies	£ -	£ -	£ -	£ -
Christian relief agencies	-	-	-	-
Home mission and Church societies	-	-	-	-
Secular charities	<u>4,369</u>	<u>-</u>	<u>4,369</u>	<u>4,000</u>
	<u>4,369</u>	<u>-</u>	<u>4,369</u>	<u>4,000</u>
3(b) Activities directly relating to the work of the Church				
Ministry: Diocesan share	88,382	-	88,382	93,034
Clergy expenses	1,009	-	1,009	1,206
Organists and choir	9,083	715	9,798	8,892
Verger	1,980	-	1,980	1,880
Altar and books	1,917	-	1,917	2,290
Light and heat	6,796	-	6,796	4,913
Insurance	5,967	-	5,967	5,774
Repairs and renewals	15,013	-	15,013	12,833
Fund raising events	28,541	-	28,541	3,404
Bookstall	12,013	-	12,013	9,609
Magazine	3,727	-	3,727	3,838
Boyle Room	5,161	-	5,161	5,391
Flowers and requisites	<u>-</u>	<u>5,753</u>	<u>5,753</u>	<u>4,826</u>
	<u>179,589</u>	<u>6,468</u>	<u>186,057</u>	<u>157,890</u>
3(c) Church management and Administration				
Rectory	5,989	-	5,989	6,807
Parish administrator	14,520	-	14,520	13,800
Parish office	7,235	-	7,235	8,300
Office equipment - running costs	4,459	-	4,459	5,341
Printing, stationery, postage, telephone	3,753	-	3,753	3,566
Sundries	4,062	-	4,062	2,266
Heating project	<u>-</u>	<u>57,048</u>	<u>57,048</u>	<u>5,270</u>
	<u>40,018</u>	<u>57,048</u>	<u>97,066</u>	<u>45,350</u>
<b>TOTAL RESOURCES USED</b>	<u>£223,976</u>	<u>£ 63,516</u>	<u>£287,492</u>	<u>£207,240</u>

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2024**

**4. STAFF COSTS**

	<b>Total Funds</b>	
	<b>2024</b>	<b>2023</b>
Wages and salaries	£ 21,980	£ 22,760
Social security costs	—	—
	<b>£ 21,980</b>	<b>£ 22,760</b>

During the year the PCC employed a parish administrator, two organists and a verger, one of whom earned over £10,000.

**5. ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
Current assets	£ 94,671	£128,604	£223,275
Current liabilities	(2,790)	—	(2,790)
Fund balance	<b>£ 91,881</b>	<b>£128,604</b>	<b>£220,485</b>

**6. DEBTORS**

Income tax recoverable	£ 1,202	£ 1,325
Other debtors	1,359	325
	<b>£ 2,561</b>	<b>£ 1,650</b>

**7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Creditors for goods and services	£ 1,688	£ 5,705
Accruals	1,102	1,167
	<b>£ 2,790</b>	<b>£ 6,872</b>

**8. FUND DETAILS**

The unrestricted funds comprise the main church account and part of the restoration account.

The restricted funds comprise part of the restoration account, the music endowment account and the flower account.

**9. NET INCOMING/(OUTGOING) RESOURCES**

Church account	£ 281	£ (6,860)
0) Restoration account	1,979	2,153
	<b>2,260</b>	<b>(4,707)</b>
Restoration account	(30,750)	7,525
Music endowment account	(111)	569
Flower account	685	(160)
	<b>(30,176)</b>	<b>7,934</b>
	<b>£ (27,916)</b>	<b>£ 3,227</b>

**INDEPENDENT EXAMINER'S REPORT**

**TO THE TRUSTEES OF THE PRIORY CHURCH OF  
ST. MARY AND ST. CUTHBERT, BOLTON ABBEY PAROCHIAL CHURCH COUNCIL**

I report on the accounts of the church for the year ended 31 December 2024 which are set out on pages 5 to 10.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act;

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5) (b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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

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

to keep accounting records in accordance with section 130 of the 2011 Act; and

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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

***T. A. Barker***

T. A. Barker  
Chartered Certified Accountant  
Independent Examiner  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

7 March 2025

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# Accounts

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**PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY  
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR 2023**

**1. Administrative information**

The Priory Church of St Mary and St Cuthbert is situated in the village of Bolton Abbey and is part of the Diocese of Leeds. The correspondence address is Church Office, Bolton Abbey, Skipton, BD23 6AL.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission.

PCC members who have served since the date of the last report, 31 January 2023, until the date of this report are:

**Clergy**

Rev N. J. Mercer Rector, Chairman

**Churchwardens**

Mr M. J. Hey  
Mrs D. J. Simpson

**Diocesan Synod Representative**

**Deanery Synod Representatives**

Mrs S. Barker  
Mr P. Lambert (non-voting)

**Honorary Member**

Duke of Devonshire Patron

**Elected Lay Representatives**

Mrs E. Adams-Lambert	Environment Officer/Village Hall representative
Mrs S. Barker	
Mr B. J. Cody	
Mrs J. Crawford	
Mrs R. Fisher	Electoral Roll/Friends
Mr M. J. R. Heatley	PCC Treasurer
Mr P. Lambert (non-voting)	
Mrs K. J. Templeton	PCC Secretary /Guides organiser
Mr G. Yates	

**2. Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

**3. Mission Statement**

A community seeking to live well with God, gathered around Jesus Christ in prayer and fellowship and committed to welcome, worship and witness.

**4. Church Attendance**

a. There are 122 parishioners on the Church Electoral Roll. Of these 90% live outside the Parish.

b. During 2023 there were 16 baptisms in the Priory Church and 20 couples were married. There were also 19 funerals and one person was confirmed.

## 5. Review of the Year

At the end of the pandemic, it was anticipated that Church congregations would fall by 10-20%. Indeed, this has been the experience of many churches, not least in the Diocese of Leeds. However, having submitted the Statistics for Mission at the end of 2023, I am pleased to report, once again, that Bolton Priory has continued to hold together and its pre-pandemic numbers have been sustained. Indeed, there is very little difference between the figures for 2022 and 2023. In addition, we continue to be joined by an on-line worshipping community as well. This has not impacted on actual church attendance but has allowed those who are sick or housebound to join us. We still also have sizeable numbers of on-line worshippers who are unknown as we are unable to interrogate the on-line figures.

Some notable events during the course of 2023 included:

On the 18<sup>th</sup> March, the writer and journalist Peter Osborne delivered the St Cuthbert's lecture at Bolton Priory. This was an inter-faith lecture on why the West is wrong about Islam. The thrust of Peter's lecture was that the West has always perpetrated and continues to perpetrate myths about Islam and that, in reality, there is nothing for the West to fear. Approximately 40 people attended the lecture.

The Coronation of King Charles III was celebrated on 7<sup>th</sup> May. We had a special Service of Thanksgiving at Bolton Priory and 114 people attended the service. The Parish held a lunch party after the service at which over 100 parishioners attended.

On the 24<sup>th</sup> June, the Army Apprentice College at Harrogate sent 42 junior soldiers to Bolton Priory to help clean up the graveyard. They kindly helped the parish to clean moss off the gravestones and to right some of the gravestones which had been placed face down on the graves. They also removed much of the rubble which had accumulated in the lower graveyard and put the boulders back in the river.

On the 23<sup>rd</sup> July, the Rector preached on the feeding of the five thousand referring to a picture by Eularia Clarke (where Jesus is depicted at a Church party while everyone is eating fish and chips). A fish and chip van was arranged for after the service and over fifty people had fish and chips together in the Boyle Room.

In September, William Mason, an ordinand at Salisbury Theological College, spent a week at Bolton Priory learning about rural ministry. He took part in a number of services and was generously hosted by many members of the parish.

On 22<sup>nd</sup> October we had our first Confirmation Service since 2019 when the new Bishop of Ripon, Anna Eltringham, confirmed Anne Hardy.

We also had a visit from the Diocese of Erfurt in Germany who joined us for Sung Eucharist on the 29<sup>th</sup> October. Fifteen members of the Diocese joined us for the service and the Lord's Prayer was said in German. After the service, there was lunch for thirty at the Rectory followed by a walk at Bolton Abbey.

Finally, in November, the Rector gave a number of talks at Ripon Cathedral on the "Just War and Christianity".

### Liturgy and Worship

Worship continued throughout the year. In addition to the visit by the new Bishop of Ripon, we had a number of visiting preachers including John Barret the former Head of the Methodist Conference, Reverend Jimmy Hinton vicar of St Stephen's Church, West Bowling in Bradford and Father John Wisdom, formerly priest in charge of St Mary's Catholic Church in the Falkland Islands.

As well as the weekly services, during the course of 2023 the Priory conducted 16 baptisms, 20 weddings, 13 funerals and 6 interments of ashes.

The outreach of the Priory continued. Donations were made to Shine (West Bowling), Christians against Poverty, Upper Wharfedale Fell Rescue Association and the Skipton Food Bank.

Liquid Worship continued to flourish. For the first time we held an All-Ages Service on Palm Sunday which included a donkey! 122 people attended the service. Once again, we held a joint service for Harvest Festival with an artistic contribution from the Montessori School in Upper Wharfedale. 112 people attended this service and a talk was given by Climate Action in Ilkley on the need to achieve net zero as part of the stewardship of God's creation. In addition to Liquid Worship, the Boyle and Petyt School held their carol service at the Priory on the 19<sup>th</sup> December and approximately 350 people attended. There was no Nativity play this year but Christingle was held on Christmas Eve attracting over 350 worshippers.

Music continued to play a pivotal part in the life and worship of the Priory under the Director of Music, Dr Tim Raymond. The choir numbers held up well and the organ scholar, Amelie Chaduc, continued to make good progress.

The concert series continued with four concerts being held in 2023 (Manchester Chorale, Wharfedale Chamber Ensemble, Aires and Grace notes and Chapter House Choir). We also had a number of other concerts performed by Cantores Salicium, The Tallis Consort and the UCC Handbell Choir. The highlight at Christmas was a Christmas Concert given by Alexandra Lowe who sang a Christmas medley of songs having spent the summer at Glyndebourne!

#### Governance

Finally, I am pleased to report that the PCC and Standing Committee functioned very harmoniously and smoothly for the whole year. The APCM was held in Church on 28<sup>th</sup> May and Joyce Simpson and Matt Hey were duly elected as Church Wardens for 2023/4.

#### Conclusion

I am also pleased to report that, once again, Bolton Priory held together very well. Furthermore, we managed to pay our parish share in full for the second year in a row since the pandemic. As mentioned in my last report however, this decade is like to see continued decline in Church numbers and, as a parish, we need to prepare for the transition and the inevitable succession that will follow. It is incumbent on the current generation to equip Bolton Priory for ministry and mission for the coming decade and beyond. This is our challenge. We have a Gospel to proclaim to this and future generations.

#### **6. Financial Review**

Total receipts on ordinary unrestricted funds during the year amounted to £190,952 (2022 - £184,527). Total expenditure from those funds amounted to £195,659 (2022 - £189,543). The net result of this was a deficit for the year of £4,707 (2022 - Deficit - £5,016). We did, however, have a surplus on restricted funds of £7,934 (2022 - Deficit - £108). Our Diocesan Share for the year was set at £93,034 and we paid this in full despite the fact that this resulted in the deficit mentioned above. Our Share for 2024 has been set at £88,382 made up of Baseline Parish Share - £72,634 and Capping Adjustment - £15,748. We have told the Diocese that we will pay the Baseline Share in full but only so much of the Capping Adjustment as to keep us out of deficit for the year.

## 7. Reserves Policy

It is the PCC policy to maintain adequate reserves in unrestricted funds to cover any eventuality for the maintenance of this ancient church. As a consequence, at the year end, we held £32,450 in a general reserve account (2022 - £35,833). This account is held by the Central Board of Finance.

8. The PCC greatly appreciates and thanks all those from the congregation who contribute so much to the work of the Priory Church, its worship and mission:

- a. The Standing Committee: The Rector, the Churchwardens, the Secretary and the Treasurer.
- b. The Serving Team led by Mr Michael Vineall.
- c. The Liquid Worship team led by Mrs Joan Mason.
- d. The Administration Department led by Mrs Margaret Cody assisted for many years by Mrs Betty Nelmes but now by Mrs Amanda Wood.
- e. Mrs Kate Templeton our Secretary and our Treasurer, Mr Michael Heatley.
- f. The church cleaning now JK Cleaning Services but with additional help from the congregation.
- g. The Choir and the Priory Director of Music, Dr Timothy Raymond.
- h. The floral teams co-ordinated by Mrs Lorna Freegard,
- i. The magazine team and editor, Mrs Joyce Simpson ably assisted by Mrs Liz Clayton.
- j. The Welcome Team led by Mrs Kate Templeton.
- k. The Voluntary Offertory and general money counters.
- l. The Sacristan, Mrs Jen Hardaker.
- m. The coffee team led by Mrs Liz Hornby.
- n. The Priory Verger, Mr Peter Lambert.
- o. The Sidesmen led by Mrs Susan Whittaker,
- p. The Friends of Bolton Priory under their Chairman, Mrs Jill Riley.
- q. Our webmaster Mrs Aurora Mercer.
- r. The Skipton Food Bank team led by Mrs Lyn Bartlett
- s. Our Baby Basics contact, Mrs Mary Vineall.
- t. Last, but by no means least, our Churchwardens, Mr Matt Hey and Mrs Joyce Simpson.

On behalf of the PCC

*N. J. Mercer*

30 January 2024

Rev N. J. Mercer

PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

Registered Charity No 1129541

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

FOR THE YEAR ENDED 31 DECEMBER 2023

**RECTOR:**

Revd N. J. Mercer  
The Rectory  
Bolton Abbey  
Skipton  
BD23 6AL

**BANKERS:**

Santander UK plc  
Bootle  
Merseyside  
L30 4GB

**INDEPENDENT EXAMINER:**

T. A. Barker  
Chartered Certified Accountant  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

	<u>Note</u>	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
				<u>2023</u>	<u>2022</u>
<b>INCOMING RESOURCES</b>					
Incoming resources from donors	2 (a)	£108,616	£ 12,094	£120,710	£112,854
Other voluntary incoming resources	2 (b)	38,551	-	38,551	33,633
Income from ancillary trading	2 (c)	40,016	-	40,016	43,716
Income from investments	2 (d)	<u>3,769</u>	<u>7,421</u>	<u>11,190</u>	<u>2,941</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>190,952</u>	<u>19,515</u>	<u>210,467</u>	<u>193,144</u>
<b>RESOURCES USED</b>					
Grants	3 (a)	4,000	-	4,000	4,000
Activities directly relating to the work of the church	3 (b)	151,579	6,311	157,890	159,168
Church management and administration	3 (c)	<u>40,080</u>	<u>5,270</u>	<u>45,350</u>	<u>35,100</u>
<b>TOTAL RESOURCES USED</b>		<u>195,659</u>	<u>11,581</u>	<u>207,240</u>	<u>198,268</u>
<b>NET INCOMING/ (OUTGOING) RESOURCES</b>	9	(4,707)	7,934	3,227	(5,124)
BALANCES BROUGHT FORWARD AT 1 JANUARY		<u>94,393</u>	<u>150,781</u>	<u>245,174</u>	<u>250,298</u>
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>		<u>£ 89,686</u>	<u>£158,715</u>	<u>£248,401</u>	<u>£245,174</u>

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

BALANCE SHEET AT 31 DECEMBER 2023

	<u>Note</u>	<u>2023</u>	<u>2022</u>
<b>CURRENT ASSETS</b>			
Stock of books and postcards		£ 10,829	£ 9,719
Debtors	6	1,650	3,561
Short term deposits		232,724	226,429
Cash at bank and in hand		<u>10,070</u>	<u>11,595</u>
		<u>255,273</u>	<u>251,304</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	<u>(6,872)</u>	<u>(6,130)</u>
<b>NET CURRENT ASSETS</b>		<u>248,401</u>	<u>245,174</u>
<b>NET ASSETS</b>		<u>£248,401</u>	<u>£245,174</u>
<b>FUNDS</b>			
Unrestricted	5	£ 89,621	£ 94,329
Restricted		<u>158,780</u>	<u>150,845</u>
		<u>£248,401</u>	<u>£245,174</u>

Approved by the Parochial Church Council on 30 January 2024 and signed on its behalf  
by:

*N. J. Mercer*

Revd N. J. Mercer  
Rector

*M. J. R. Heatley*

Michael J. R. Heatley  
Honorary Treasurer

The notes on pages 6 to 9 form part of these accounts.

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**1. ACCOUNTING POLICIES**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's, and with the Regulations' "true and fair view" provisions and is prepared under FRS102(2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

**ASSETS**

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Short term deposits

These are the cash held on deposit with the CCLA.

**FUNDS**

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**2. INCOMING RESOURCES**

	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
			<u>2023</u>	<u>2022</u>
2(a) Income resources from donors				
Planned giving				
Gift aided	£ 63,452	£ -	£ 63,452	£ 63,144
Income tax recoverable	17,816	-	17,816	18,281
Not gift aided	1,466	-	1,466	1,603
Collections at all services	21,119	-	21,119	17,724
Votive candles	1,524	-	1,524	1,888
Donations	<u>3,239</u>	<u>12,094</u>	<u>15,333</u>	<u>10,214</u>
	<u>108,616</u>	<u>12,094</u>	<u>120,710</u>	<u>112,854</u>
2(b) Other voluntary incoming resources				
Church boxes	28,983	-	28,983	27,702
Fund raising events	<u>9,568</u>	<u>-</u>	<u>9,568</u>	<u>5,931</u>
	<u>38,551</u>	<u>-</u>	<u>38,551</u>	<u>33,633</u>
2(c) Income from ancillary trading				
Bookstall	21,850	-	21,850	23,947
Magazine	4,504	-	4,504	3,882
Fees - see note	<u>13,662</u>	<u>-</u>	<u>13,662</u>	<u>15,887</u>
	<u>40,016</u>	<u>-</u>	<u>40,016</u>	<u>43,716</u>
2(d) Income from investments				
Bank interest	<u>3,769</u>	<u>7,421</u>	<u>11,190</u>	<u>2,941</u>
	<u>3,769</u>	<u>7,421</u>	<u>11,190</u>	<u>2,941</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>£190,952</u>	<u>£ 19,515</u>	<u>£210,467</u>	<u>£193,144</u>

Note: Fees

Fees due to the PCC

Weddings	£ 5,580		£ 7,232
Funerals, cremations etc	3,832		3,055
Video/Streaming/Photography	<u>4,250</u>		<u>5,600</u>
As shown above	13,662		15,887
Heating/Music	<u>3,270</u>		<u>4,115</u>
	<u>16,932</u>		<u>20,002</u>

Fees passed on to:

Diocese	6,975		6,872
Organist	4,630		5,475
Choir	3,520		3,300
Verger	<u>2,105</u>		<u>2,360</u>
	<u>17,230</u>		<u>18,007</u>

Total fees received	<u>£ 34,162</u>		<u>£ 38,009</u>
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**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**3. RESOURCES USED**

	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
			<u>2023</u>	<u>2022</u>
3(a) Grants				
Missionary and charitable giving:				
Overseas mission societies	£ -	£ -	£ -	£ -
Christian relief agencies	-	-	-	-
Home mission and Church societies	-	-	-	-
Secular charities	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>4,000</u>
	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>4,000</u>
3(b) Activities directly relating to the work of the Church				
Ministry: Diocesan share	93,034	-	93,034	97,930
Clergy expenses	1,206	-	1,206	981
Organists and choir	7,407	1,485	8,892	8,795
Verger	1,880	-	1,880	2,100
Altar and books	2,290	-	2,290	1,624
Light and heat	4,913	-	4,913	2,547
Insurance	5,774	-	5,774	5,304
Repairs and renewals	12,833	-	12,833	9,468
Fund raising events	3,404	-	3,404	3,586
Bookstall	9,609	-	9,609	13,803
Magazine	3,838	-	3,838	2,540
Boyle Room	5,391	-	5,391	3,825
Flowers and requisites	<u>-</u>	<u>4,826</u>	<u>4,826</u>	<u>6,665</u>
	<u>151,579</u>	<u>6,311</u>	<u>157,890</u>	<u>159,168</u>
3(c) Church management and Administration				
Rectory	6,807	-	6,807	5,713
Parish administrator	13,800	-	13,800	12,600
Parish office	8,300	-	8,300	8,625
Office equipment - running costs	5,341	-	5,341	3,682
Printing, stationery, postage, telephone	3,566	-	3,566	3,126
Sundries	2,266	-	2,266	1,354
Heating project	<u>-</u>	<u>5,270</u>	<u>5,270</u>	<u>-</u>
	<u>40,080</u>	<u>5,270</u>	<u>45,350</u>	<u>35,100</u>
<b>TOTAL RESOURCES USED</b>	<u>£195,659</u>	<u>£ 11,581</u>	<u>£207,240</u>	<u>£198,268</u>

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**4. STAFF COSTS**

	<b>Total Funds</b>	
	<b>2023</b>	<b>2022</b>
Wages and salaries	£ 22,760	£ 20,760
Social security costs	—	—
	<b>£ 22,760</b>	<b>£ 20,760</b>

During the year the PCC employed a parish administrator, an organist and a verger, one of whom earned over £10,000.

**5. ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
Current assets	£ 96,493	£158,780	£255,273
Current liabilities	(6,872)	—	(6,872)
Fund balance	<b>£ 89,621</b>	<b>£158,780</b>	<b>£248,401</b>

**6. DEBTORS**

Income tax recoverable	£ 1,325	£ 2,991
Other debtors	325	570
	<b>£ 1,650</b>	<b>£ 3,561</b>

**7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Creditors for goods and services	£ 5,705	£ 5,130
Accruals	1,167	1,000
	<b>£ 6,872</b>	<b>£ 6,130</b>

**8. FUND DETAILS**

The unrestricted funds comprise the main church account and part of the restoration account.

The restricted funds comprise part of the restoration account, the music endowment account and the flower account.

**9. NET INCOMING/(OUTGOING) RESOURCES**

Church account	£ (6,860)	£ (5,569)
Restoration account	2,153	554
	<b>(4,707)</b>	<b>(5,015)</b>
Restoration account	7,525	1,920
Music endowment account	569	(1,059)
Flower account	(160)	(970)
	<b>7,934</b>	<b>(109)</b>
	<b>£ 3,227</b>	<b>£ (5,124)</b>

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# Accounts

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**PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY  
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR 2022**

**1. Administrative information**

The Priory Church of St Mary and St Cuthbert is situated in the village of Bolton Abbey and is part of the Diocese of Leeds. The correspondence address is Church Office, Bolton Abbey, Skipton, BD23 6AL.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission.

PCC members who have served since the date of the last report, 26 January 2022, until the date of this report are:

**Clergy**

Rev N. J. Mercer Rector, Chairman

**Churchwardens**

Mr M. J. Hey  
Mrs D. J. Simpson from 22 May 2022

**Diocesan Synod Representative**

**Deanery Synod Representatives**

Mrs S. Barker  
Mr P. Lambert (non-voting)

**Honorary Member**

Duke of Devonshire Patron

**Elected Lay Representatives**

Mrs E. Adams-Lambert	Environment Officer/Village Hall representative
Mrs S. Barker	
Mr B. J. Cody	
Mrs E. Crabtree	
Mrs J. Crawford	
Mrs R. Fisher	Electoral Roll/Friends
Mr M. J. R. Heatley	PCC Treasurer
Mr P. Lambert (non-voting)	
Mrs K. J. Templeton	PCC Secretary /Guides organiser
Mr G. Yates	

**2. Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

**3. Mission Statement**

A community seeking to live well with God, gathered around Jesus Christ in prayer and fellowship and committed to welcome, worship and witness.

**4. Church Attendance**

a. There are 124 parishioners on the Church Electoral Roll. Of these 90% live outside the Parish.

b. During 2022 there were 13 baptisms in the Priory Church and 22 couples were married; There were 14 funerals at the Priory (1 burial) and 1 internment of ashes. Once again, there were no confirmations this year.

## 5. Review of the Year

The beginnings of 2022, at last, saw the Church emerging from the pandemic and able to resume "ordinary" church once again. Indeed, 2022 has been the first year since 2019 which has been largely unaffected by the pandemic.

In my 2021 report I mentioned that it was anticipated that Church congregations would fall by 20% as a result of the pandemic. However, I am pleased to report that the Church has continued to hold together and numbers sustained. Most of those who were nervous about returning to Church have come back and, at the same time, we now have a regular on-line community of worshippers who have swelled our ranks. The Church mould has been broken by the pandemic and we are the legatees. However, we are currently unable to interrogate the on-line figures so our new worshippers are largely unknown at this point although we have been joined by people from South America, South Africa, Switzerland and Singapore!

Three main events punctuated 2022.

The first was the Queen's Platinum Jubilee which we celebrated on Whit Sunday (5<sup>th</sup> June). We had a special service of Holy Communion to mark the Jubilee and the Reverend Joe Moesel CF QHC preached at the service. 126 people attended the service and the Parish held a tea party at the Rectory in the afternoon at which over 100 parishioners attended.

The next major event was the death of Her Majesty the Queen on the 8<sup>th</sup> September 2022 at Balmoral Castle. As a result of Her death, there was a period of national mourning where the Priory held a service to commemorate the death of Her Majesty on the 11<sup>th</sup> September and was attended by 142 worshippers. A special service of Holy Communion during the mourning of Her Majesty the Queen was held the day before the State Funeral on the 18<sup>th</sup> September. 118 people attended this service. Bells were rung at the Priory to celebrate the formal accession of His Majesty King Charles III on the 10<sup>th</sup> September (after the meeting of the Accession Council) and muffled bells were rung for two hours on the day of Her Majesty's funeral.

The third major event of the year was the hosting of the "Museum of the Moon" from the 10<sup>th</sup> to the 31<sup>st</sup> October. The "Museum of the Moon" is an art installation by the artist Luke Jerram and was installed at the Priory for three weeks in conjunction with the Bolton Abbey Estate. Although the exact number of visitors is not known, it is estimated that there were approximately 8,000 over the three-week period with 3,000 attending in the last week alone. A new team of guides was recruited for the event by Kate Templeton as the exhibition needed to be manned throughout the day. As well as the daily opening to the public, there was also a lecture series which accompanied the event. On Saturday 15<sup>th</sup> October, Dr Franziska Kohit from Leeds University spoke in the Village Hall on "The Moon, the microscope and us". On the 22<sup>nd</sup> October the Reverend Dr Rodney Holder spoke on "God and the Big Bang" and on 29<sup>th</sup> October the Reverend Professor David Wilkinson spoke on "From the James Webb Telescope to Stephen Hawking - the search for God in cosmology". Nearly 300 people attended the lectures and each speaker preached on the Sunday morning attracting nearly 100 people to each service. The event was an enormous success and, perhaps, a model for mission and evangelism in the Church going forward when the traditional activities such as a Village Show or a Passion Play are, inevitably, falling away.

Liquid Worship was also able to resume once again at the beginning of the year and, although the numbers were down from the previous year, they picked up considerably towards the end of the year and we have been joined by some new families in the meantime. Once again, we held a joint service for Harvest Festival with art contributions from the Boyle and Petyt School and, for the first time, from the Montessori School who created a pod of whales! 96 people attended this service. Given the difficulty of the migration of our junior Church to adult worship, it is proposed to have more joint services in 2023. In addition to the Liquid Worship, the Boyle and Petyt School held their carol service at the Priory on the 13<sup>th</sup> December and 350 people attended. There was no Nativity play this year but Christingle was held for the first time since 2019 attracting 330 people.

As well as the weekly services, during the course of 2022 the Priory conducted 13 baptisms, 22 weddings, 2 blessings of weddings, 14 funerals and 1 interment of ashes. The concert series resumed with three concerts being held. In addition the St Cuthbert's lecture was given by the Rt Honourable Dominic Grieve KC PC.

Music continued to play a pivotal part in the life and worship of the Priory under the Director of Music, Dr Tim Raymond. The choir numbers held up very well and the Honourable Margaret Lumley-Savile joined the choir in October. The new organ scholar, Amelie Chaduc, made great progress in the year playing both hymns, versicles and responses as well as singing in and conducting the choir. At the service of Nine Lessons and Carols, Amelie played the organ for the carol "Qui creavit coelum" by Philip Mead which demonstrated just how much progress she has made over the past year.

The outreach of the Priory continued. In February 2022, Russia invaded Ukraine and a collection for Ukrainian refugees was started in the Church and this became the Priory Lent Appeal. On the 14<sup>th</sup> July, we hosted a visit from St Paul Manningham when a group of mainly Muslim women visited the Priory as part of the Sharaket Project. We also held weekly lunches during Advent to help allay the cost of living/heating crisis. Donations to the Skipton Foodbank, Afghan Refugees and Baby Basics continued and donations were made at the end of the year to Climate Action (Ilkley), Shine (West Bowling), Upper Wharfedale Fell Rescue Association, the Faraday Institute and Skipton Food Bank.

Finally, it was, once again, a difficult year for the Church management and governance. After a very turbulent first quarter of the year, we were able to gather for the APCM in the Village Hall on 22<sup>nd</sup> May 2022. Chris Ray stood down as Church Warden in March and we welcomed Joyce Simpson as the new Rector's Church Warden along with Matt Hey.

It has been the first full year back together since 2019 and I am pleased to report that the Church held together very well despite all the trials and tribulations we have had to endure. Although we suffered some damage to our finances during COVID, we managed to pay our Parish Share in full for 2022 and we still have a strong base of parish giving. As mentioned in my last report, this decade is likely to see continued decline in Church numbers and we need to prepare for the transition and the inevitable succession that will follow. It is incumbent on the current generation to equip Bolton Priory for ministry and mission for the coming decade and beyond. This is our challenge. We have a Gospel to proclaim to this and future generations.

## **6. Financial Review**

Total receipts on ordinary unrestricted funds during the year amounted to £184,527 (2021 - £185,408). Total expenditure from those funds amounted to £189,543 (2021 - £179,817). The net result of this was a deficit for the year of £5,016 (2021 - Surplus - £5,591).

Our Diocesan Share for the year was set at £97,930 and we paid this in full despite the fact that this resulted in the deficit mentioned above. Our Share for 2023 has been set at £93,034 made up of Baseline Parish Share - £72,480 and Capping Adjustment - £20,554. We have told the Diocese that we will pay the Baseline Share in full but only so much of the Capping Adjustment to keep us out of deficit for the year.

## **7. Reserves Policy**

It is the PCC policy to maintain adequate reserves in unrestricted funds to cover any eventuality for the maintenance of this ancient church. As a consequence, at the year end, we held £35,833 in a general reserve account. This account is held by the Central Board of Finance.

**8.** The PCC greatly appreciates and thanks all those from the congregation who contribute so much to the work of the Priory Church, its worship and mission:

- a. The Standing Committee: The Rector, the Churchwardens, the Secretary and the Treasurer.
- b. The Serving Team led by Mr Michael Vineall.
- c. The Liquid Worship team led by Mrs Joan Mason.
- d. The Administration Department led by Mrs Margaret Cody assisted by Mrs Betty Nelmes.
- e. Mrs Kate Templeton our Secretary and our Treasurer, Mr Michael Heatley.
- f. The cleaning teams organised by Mrs Pippa Ridley,
- g. The Choir and the Priory Director of Music, Dr Timothy Raymond.
- h. The floral teams co-ordinated by Mrs Lorna Freegard,
- i. The magazine team and its editor, Mrs Val Middleton.
- j. The Welcome Team led by Mrs Kate Templeton.

- k. The Voluntary Offertory and general money counters.
- l. The Sacristan, Mrs Jen Hardaker.
- m. The coffee team led by Mrs Liz Hornby.
- n. The Priory Verger, Mr Peter Lambert.
- o. The Sidesmen led by Mrs Susan Whittaker,
- p. The Friends of Bolton Priory under their Chairman, Mrs Jill Riley.
- q. Our webmaster and Facebook administrator, Mr Paul Middleton.
- r. The concert organiser, Mr Paul Middleton.
- s. The Skipton Food Bank team led by Mrs Lyn Bartlett
- t. Our Baby Basics contact, Mrs Mary Vineall.
- v. Last, but by no means least, our Churchwardens, Mr Matt Hey and Mrs Joyce Simpson.

On behalf of the PCC

*N. J. Mercer*

31 January 2023

Rev N. J. Mercer

PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

Registered Charity No 1129541

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

FOR THE YEAR ENDED 31 DECEMBER 2022

**RECTOR:**

Revd N. J. Mercer  
The Rectory  
Bolton Abbey  
Skipton  
BD23 6AL

**BANKERS:**

Santander UK plc  
Bootle  
Merseyside  
L30 4GB

**INDEPENDENT EXAMINER:**

T. A. Barker  
Chartered Certified Accountant  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

	<u>Note</u>	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
				<u>2022</u>	<u>2021</u>
<b>INCOMING RESOURCES</b>					
Incoming resources from donors	2 (a)	£106,159	£ 6,695	£112,854	£150,559
Other voluntary incoming resources	2 (b)	33,633	-	33,633	17,692
Income from ancillary trading	2 (c)	43,716	-	43,716	23,179
Income from investments	2 (d)	<u>1,019</u>	<u>1,922</u>	<u>2,941</u>	<u>113</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>184,527</u>	<u>8,617</u>	<u>193,144</u>	<u>191,543</u>
<b>RESOURCES USED</b>					
Grants	3 (a)	4,000	-	4,000	4,000
Activities directly relating to the work of the church	3 (b)	150,443	8,725	159,168	139,333
Church management and administration	3 (c)	<u>35,100</u>	<u>-</u>	<u>35,100</u>	<u>43,595</u>
<b>TOTAL RESOURCES USED</b>		<u>189,543</u>	<u>8,725</u>	<u>198,268</u>	<u>186,928</u>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>	9	(5,016)	(108)	(5,124)	4,615
BALANCES BROUGHT FORWARD AT 1 JANUARY		<u>99,409</u>	<u>150,889</u>	<u>250,298</u>	<u>245,683</u>
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>		£ <u>94,393</u>	£ <u>150,781</u>	£ <u>245,174</u>	£ <u>250,298</u>

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

BALANCE SHEET AT 31 DECEMBER 2022

	<u>Note</u>	<u>2022</u>	<u>2021</u>
<b>CURRENT ASSETS</b>			
Stock of books and postcards		£ 9,719	£ 14,475
Debtors	6	3,561	3,369
Short term deposits		226,429	224,599
Cash at bank and in hand		<u>11,595</u>	<u>11,225</u>
		<u>251,304</u>	<u>253,668</u>
 <b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	<u>(6,130)</u>	<u>(3,370)</u>
<b>NET CURRENT ASSETS</b>		<u>245,174</u>	<u>250,298</u>
<b>NET ASSETS</b>		<u>£245,174</u>	<u>£250,298</u>
 <b>FUNDS</b>			
Unrestricted	5	£ 94,329	£ 99,344
Restricted		<u>150,845</u>	<u>150,954</u>
		<u>£245,174</u>	<u>£250,298</u>

Approved by the Parochial Church Council on 31 January 2023 and signed on its behalf by:

*N. J. Mercer*

Revd N. J. Mercer  
Rector

*M. J. R. Heatley*

Michael J. R. Heatley  
Honorary Treasurer

The notes on pages 6 to 9 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's, and with the Regulations' "true and fair view" provisions and is prepared under FRS102(2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

**ASSETS**

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Short term deposits

These are the cash held on deposit with the CCLA.

**FUNDS**

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 DECEMBER 2022

2. INCOMING RESOURCES

	<u>Unrestric</u> <u>ted Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total Funds</u>	
			<u>2022</u>	<u>2021</u>
2(a) Income resources from donors				
Planned giving				
Gift aided	£ 63,144	£ -	£ 63,144	£ 64,033
Income tax recoverable	18,281	-	18,281	18,015
Not gift aided	1,603	-	1,603	1,004
Collections at all services	17,724	-	17,724	11,610
Votive candles	1,888	-	1,888	1,261
Donations	3,519	6,695	10,214	24,454
Grants	-	-	-	23,182
Legacies	-	-	-	7,000
	<u>106,159</u>	<u>6,695</u>	<u>112,854</u>	<u>150,559</u>
2(b) Other voluntary incoming resources				
Church boxes	27,702	-	27,702	15,048
Fund raising events	5,931	-	5,931	2,644
	<u>33,633</u>	<u>-</u>	<u>33,633</u>	<u>17,692</u>
2(c) Income from ancillary trading				
Bookstall	23,947	-	23,947	9,902
Magazine	3,882	-	3,882	3,256
Fees - see note	15,887	-	15,887	10,021
	<u>43,716</u>	<u>-</u>	<u>43,716</u>	<u>23,179</u>
2(d) Income from investments				
Bank interest	1,019	1,922	2,941	113
	<u>1,019</u>	<u>1,922</u>	<u>2,941</u>	<u>113</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>£184,527</u>	<u>£ 8,617</u>	<u>£193,144</u>	<u>£191,543</u>

Note: Fees

Fees due to the PCC

Weddings	£ 7,232	£ 6,072
Funerals, cremations etc	3,055	2,519
Video/Streaming/Photography	5,600	1,430
As shown above	15,887	10,021
Heating/Cleaning	4,115	3,950
	<u>20,002</u>	<u>13,971</u>

Fees passed on to:

Diocese	6,872	7,166
Organist	5,475	5,395
Choir	3,300	2,500
Verger	2,360	1,665
	<u>18,007</u>	<u>16,726</u>

Total fees received	<u>£ 38,009</u>	<u>£ 30,697</u>
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**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**3. RESOURCES USED**

	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
			<u>2022</u>	<u>2021</u>
3(a) Grants				
Missionary and charitable giving:				
Overseas mission societies	£ -	£ -	£ -	£ 1,000
Christian relief agencies	-	-	-	-
Home mission and Church societies	-	-	-	-
Secular charities	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>3,000</u>
	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>4,000</u>
3(b) Activities directly relating to the work of the Church				
Ministry: Diocesan share	97,930	-	97,930	89,084
Clergy expenses	981	-	981	385
Organists and choir	6,735	2,060	8,795	6,019
Verger	2,100	-	2,100	1,248
Altar and books	1,624	-	1,624	672
Light and heat	2,547	-	2,547	1,960
Insurance	5,304	-	5,304	5,081
Repairs and renewals	9,468	-	9,468	19,747
Fund raising events	3,586	-	3,586	782
Bookstall	13,803	-	13,803	4,951
Magazine	2,540	-	2,540	2,376
Boyle Room	3,825	-	3,825	2,702
Flowers and requisites	<u>-</u>	<u>6,665</u>	<u>6,665</u>	<u>4,326</u>
	<u>150,443</u>	<u>8,725</u>	<u>159,168</u>	<u>139,333</u>
3(c) Church management and Administration				
Rectory	5,713	-	5,713	6,244
Parish administrator	12,600	-	12,600	12,000
Parish office	8,625	-	8,625	15,231
Office equipment - running costs	3,682	-	3,682	3,126
Printing, stationery, postage, telephone	3,126	-	3,126	4,296
Sundries	1,354	-	1,354	778
Heating project	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,920</u>
	<u>35,100</u>	<u>-</u>	<u>35,100</u>	<u>43,595</u>
<b>TOTAL RESOURCES USED</b>	<u>£189,543</u>	<u>£ 8,725</u>	<u>£198,268</u>	<u>£186,928</u>

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

**4. STAFF COSTS**

	<b>Total Funds</b>	
	<b>2022</b>	<b>2021</b>
Wages and salaries	£ 20,760	£ 18,192
Social security costs	—	—
	<b>£ 20,760</b>	<b>£ 18,192</b>

During the year the PCC employed a parish administrator, an organist and a verger, one of whom earned over £10,000.

**5. ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
Current assets	£100,459	£150,845	£251,304
Current liabilities	(6,130)	—	(6,130)
Fund balance	<b>£ 94,329</b>	<b>£150,845</b>	<b>£245,174</b>

**6. DEBTORS**

Income tax recoverable	£ 2,991	£ 2,908
Other debtors	570	461
	<b>£ 3,561</b>	<b>£ 3,569</b>

**7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Creditors for goods and services	£ 5,130	£ 2,532
Accruals	1,000	838
	<b>£ 6,130</b>	<b>£ 3,370</b>

**8. FUND DETAILS**

The unrestricted funds comprise the main church account and part of the restoration account.

The restricted funds comprise part of the restoration account, the music endowment account and the flower account.

**9. NET INCOMING/(OUTGOING) RESOURCES**

Church account	£ (5,569)	£ 4,569
Restoration account	554	1,022
	<b>(5,015)</b>	<b>5,591</b>
Restoration account	1,920	(1,845)
Music endowment account	(1,059)	305
Flower account	(970)	564
	<b>(109)</b>	<b>(976)</b>
	<b>£ (5,124)</b>	<b>£ 4,615</b>

**INDEPENDENT EXAMINER'S REPORT**

**TO THE TRUSTEES OF THE PRIORY CHURCH OF  
ST. MARY AND ST. CUTHBERT, BOLTON ABBEY PAROCHIAL CHURCH COUNCIL**

I report on the accounts of the church for the year ended 31 December 2022 which are set out on pages 4 to 9.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act;

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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

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

to keep accounting records in accordance with section 130 of the 2011 Act; and

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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

***T. A. Barker***

T. A. Barker  
Chartered Certified Accountant  
Independent Examiner  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

1 February 2023

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# Accounts

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**PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY  
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR 2021**

**1. Administrative information**

The Priory Church of St Mary and St Cuthbert is situated in the village of Bolton Abbey and is part of the Diocese of Leeds. The correspondence address is Church Office, Bolton Abbey, Skipton, BD23 6AL.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission.

PCC members who have served since the date of the last report, 26 January 2021, until the date of this report are:

**Clergy**

Rev N. J. Mercer Rector, Chairman

**Churchwardens**

Mr M. J. Hey  
Mrs S. Barker - to 23 May 2021  
Dr C Ray - from 23 May 2021

**Diocesan Synod Representative**

**Deanery Synod Representatives**

Mrs S. Barker  
Mr P. Lambert (non-voting)

**Honorary Member**

Duke of Devonshire Patron

**Elected Lay Representatives**

Mrs E. Adams-Lambert	Environment Officer/Village Hall representative
Mrs S. Barker	
Mrs E. Clayton	Priory Heritage Project
Mr B. J. Cody	
Mrs E. Crabtree	
Mrs J. Crawford	
Mrs R. Fisher	Electoral Roll/Friends
Mrs A.E. Hartley	to 23 May 2021
Mr M. J. R. Heatley	PCC Treasurer
Miss L. E. Heatley	to 23 May 2021
Mrs G. Holme	
Mr P. Lambert (non-voting)	
Mr C. P. Middleton	
Mrs R Murgatroyd	23 May 2021- 21 September 2021
Mrs K. J. Templeton	PCC Secretary /Guides organiser
Mr G. Yates	

**2. Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

**3. Mission Statement**

A community seeking to live well with God, gathered around Jesus Christ in prayer and fellowship and committed to welcome, worship and witness.

#### **4. Church Attendance**

- a. There are 127 parishioners on the Church Electoral Roll. Of these 95% live outside the Parish.
- b. During 2021 there were 10 baptisms in the Priory Church and 21 couples were married; There were 3 funerals at the Priory (1 burial) and 4 at the Crematorium with 5 internment of cremated remains, and 1 memorial service. Once again, there were no confirmations this year.

#### **5. Review of the Year**

I anticipated that in 2021 we would have been beginning to emerge from the pandemic of 2020 and the year would start to return to normal. However, the pandemic was far from spent and we had another year of lockdown and further restrictions which, once again, impacted the life and worship of Bolton Priory.

Although the previous lockdown was lifted on the 7<sup>th</sup> December 2020, by the 7<sup>th</sup> January 2021 another lockdown had been imposed and the Priory had to lock its doors once again. The Tower remained open for private prayer and on-line services continued consisting of an 8am service of Holy Communion and a 10.30am Sung Eucharist. As in the previous year, this proved remarkably successful with excellent attendance figures. On-line services continued for the rest of the year and only came to an end on Advent Sunday (28<sup>th</sup> November) after cameras were installed at the Priory allowing us to stream services for the first time in the 854 year history of the Priory (see below). As from Palm Sunday (28<sup>th</sup> March 2021) however the Priory was able to hold a single service of Holy Communion at 10.30am until the 8am service was restored on Advent Sunday.

Liquid Worship was also, inevitably, impacted for a second year but continued on-line. Once again, attendance figures have been encouraging and we have approximately 20-30 "worshippers" each Sunday. When the weather permitted, we were able to hold a couple of Liquid Worship Services outside the Priory. However, the highlight of the year was the combined Liquid Worship/Adult Worship Harvest Festival on the 3<sup>rd</sup> October when over 100 people attended the service. This was the first attempt to combine junior and senior worship. There was some extremely positive feedback from both parents and children. Two Nativity Services took place in December with children from the Boyle and Petyt School playing the principal parts assisted by some members of the congregation. The School also held their Carol Service at the Priory but parents were unable to attend due to a new variant of COVID-19 (omicron) which emerged in December. However, this service was live streamed and had over 400 viewers. Due to a surge in omicron infections, Christingle was cancelled but Christingles were available from the Tower on Christmas Eve.

When lockdown restrictions were eased, we were able to hold other services during the year. Although dramatically restricted in numbers there were 3 funerals at the Priory, 4 funerals at the crematorium in Skipton and 5 internment of ashes. There was one memorial service. We held 21 weddings and 10 baptisms.

The undoubted highlight of the year was the installation of live streaming cameras in the Priory in December. This had been carefully researched by the PCC over the year in advance and received overwhelming support from the PCC in September 2021. Three cameras were subsequently installed (together with WiFi) to enable live streaming. There were, inevitably, technical and operational problems to overcome but by Christmas the technology was working well and ably operated by Paul Middleton. Due to the omicron variant, the Boyle and Petyt School were unable to invite parents to their Carol service in December but it was streamed instead and viewed on-line by over 400 people including a grandparent from South Africa. The Duke of Devonshire was unable to attend the Estate Carol Service but was able to watch the service from Chatsworth. Already in the New Year we are attracting a large number of on-line worshippers which heralds a new age in worship and a milestone in the 854 year history of Bolton Priory.

We were also delighted to select a new organ scholar in 2021. Amelie Chaduc is a grade 8 piano student from Skipton Girls High School who is now learning organ under the direction of the Director of Music, Dr Tim Raymond.

Despite the pandemic, the outreach of the Priory continued. Donations were made to the Church Mission Society, SELFRA, Skipton Food Bank and Baby basics. A collection for Afghan Refugees was also initiated. The Museum of the Moon exhibition had to be cancelled once again and is now scheduled for October 2022.

Finally, it was once again a difficult year for the Church management and governance. Yet again, the Church Office was closed for much of the year and we continued to hold PCC and Finance meetings on Zoom in the early part of the year. We were able to gather for the APCM in the Village Hall on 23<sup>rd</sup> May 2021 and thereafter. Susan Barker stood down as Church Warden and we welcomed Dr Chris Ray as the new Church Warden along with Matt Hey.

It has been another extraordinarily difficult year but I am pleased to report that the Church has continued to hold together. We have suffered some damage however, not least to our finances and there is an anticipated loss of up to 20% of congregations across the country. Some are still nervous about coming back to Church and some have migrated on-line in the meantime. I am confident however that we will be able to repair ourselves and thrive once more. Overall, this decade is likely to see continued decline in Church numbers so it is incumbent on the current generation to equip Bolton Priory for ministry and mission for the coming decade and beyond. We have a Gospel to proclaim to this and future generations.

## **6. Financial Review**

Total receipts on ordinary unrestricted funds during the year amounted to £185,408 (2020 - £144,507). Total expenditure from those funds amounted to £179,817 (2020 - £186,380). The net result of this was a surplus for the year of £5,591 (2020 - Deficit - £41,873). Our Diocesan Share for the year was set at £103,084 but we only managed to pay £89,084, a shortfall of £14,000. In 2020 our Share was also set at £103,084 and we paid that in full but only by heavily drawing from our Reserves. We have informed the Diocese that we are unlikely to, again, draw on Reserves to pay our Share which has been set at £97,930 for 2022.

## **7. Reserves Policy**

It is the PCC policy to maintain adequate reserves in unrestricted funds to cover any eventuality for the maintenance of this ancient church. As a consequence, at the year end, we held £35,368 in a general reserve account. This account is held by the Central Board of Finance but, unfortunately, attracts little interest at this time.

**8.** The PCC greatly appreciates and thanks all those from the congregation who contribute so much to the work of the Priory Church, its worship and mission:

- a. The Serving Team led by Mr Michael Vineall.
- b. The Liquid Worship team led by Mrs Joan Mason.
- c. The administration department led by Mrs Margaret Cody assisted by Mrs Betty Nelmes.
- d. Mrs K. J. Templeton our Secretary to the PCC and our Treasurer, Mr Michael Heatley.
- e. The Finance Committee led by Dr Chris Ray.
- f. The Works Committee led by Mr Matt Hey.
- g. The cleaning teams organised by Mr Andrew Wade.
- h. The Choir and the Priory Director of Music, Dr Timothy Raymond.
- i. The floral teams co-ordinated by Mrs Lorna Freegard.
- j. The magazine team and its editor, Mrs Val Middleton.
- k. The Welcome Team led by Mrs Kate Templeton
- l. The Voluntary Offertory and general money counters.
- n. The Sacristan, Mrs Jen Hardaker.
- o. The coffee team led by Mrs Carol Dawson.
- p. The Priory Verger, Mr Peter Lambert.
- q. The Sidesmen led by Mrs Susan Whittaker.
- r. The Friends of Bolton Priory under their Chairman, Mrs Jill Riley.
- s. Our webmaster and Facebook administrator, Mr Paul Middleton.
- t. Concert organiser Mr Paul Middleton.
- u. Skipton Food Bank team led by Mrs Lyn Bartlett.
- v. Baby Basics contact, Mrs Mary Vineall.
- w. Last, but by no means least, the Priory Churchwardens, Mr Matt Hey and Dr C Ray.

On behalf of the PCC

*N. J. Mercer*

PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

Registered Charity No 1129541

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

FOR THE YEAR ENDED 31 DECEMBER 2021

**RECTOR:**

Revd N. J. Mercer  
The Rectory  
Bolton Abbey  
Skipton  
BD23 6AL

**BANKERS:**

Santander UK plc  
Bootle  
Merseyside  
L30 4GB

**INDEPENDENT EXAMINER:**

T. A. Barker  
Chartered Certified Accountant  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2021

	<u>Note</u>	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
				<u>2021</u>	<u>2020</u>
<b>INCOMING RESOURCES</b>					
Incoming resources from donors	2 (a)	£144,499	£ 6,060	£150,559	£123,823
Other voluntary incoming resources	2 (b)	17,692	-	17,692	9,700
Income from ancillary trading	2 (c)	23,179	-	23,179	11,334
Income from investments	2 (d)	<u>38</u>	<u>75</u>	<u>113</u>	<u>1,180</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>185,408</u>	<u>6,135</u>	<u>191,543</u>	<u>146,037</u>
<b>RESOURCES USED</b>					
Grants	3 (a)	4,000	-	4,000	4,000
Activities directly relating to the work of the church	3 (b)	134,142	5,191	139,333	150,387
Church management and administration	3 (c)	<u>41,675</u>	<u>1,920</u>	<u>43,595</u>	<u>65,510</u>
<b>TOTAL RESOURCES USED</b>		<u>179,817</u>	<u>7,111</u>	<u>186,928</u>	<u>219,897</u>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>	9	5,591	(976)	4,615	(73,860)
BALANCES BROUGHT FORWARD AT 1 JANUARY		<u>93,818</u>	<u>151,865</u>	<u>245,683</u>	<u>319,543</u>
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>		£ <u>99,409</u>	£ <u>150,889</u>	£ <u>250,298</u>	£ <u>245,683</u>

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

BALANCE SHEET AT 31 DECEMBER 2021

	<u>Note</u>	<u>2021</u>	<u>2020</u>
<b>CURRENT ASSETS</b>			
Stock of books and postcards		£ 14,475	£ 16,487
Debtors	6	3,369	10,316
Short term deposits		224,599	213,482
Cash at bank and in hand		<u>11,225</u>	<u>8,025</u>
		<u>253,668</u>	<u>248,310</u>
 <b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	<u>(3,370)</u>	<u>(2,627)</u>
<b>NET CURRENT ASSETS</b>		<u>250,298</u>	<u>245,683</u>
<b>NET ASSETS</b>		<u>£250,298</u>	<u>£245,683</u>
 <b>FUNDS</b>			
Unrestricted	5	£ 99,344	£ 93,818
Restricted		<u>150,954</u>	<u>151,865</u>
		<u>£250,298</u>	<u>£245,683</u>

Approved by the Parochial Church Council on 25 January 2022 and signed on its behalf by:

*N. J. Mercer*

Revd N. J. Mercer  
Rector

*M. J. R. Heatley*

Michael J. R. Heatley  
Honorary Treasurer

The notes on pages 6 to 9 form part of these accounts.

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**1. ACCOUNTING POLICIES**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's, and with the Regulations' "true and fair view" provisions and is prepared under FRS102(2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

**ASSETS**

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Short term deposits

These are the cash held on deposit with the CCLA.

**FUNDS**

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 DECEMBER 2021

2. INCOMING RESOURCES

	<u>Unrestric</u> <u>ted Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total Funds</u>	
			<u>2021</u>	<u>2020</u>
2(a) Income resources from donors				
Planned giving				
Gift aided	£ 64,033	£ -	£ 64,033	£ 64,458
Income tax recoverable	18,015	-	18,015	20,242
Not gift aided	1,004	-	1,004	1,948
Collections at all services	11,610	-	11,610	4,332
Votive candles	1,261	-	1,261	2,198
Donations	18,394	6,060	24,454	17,413
Grants	23,182	-	23,182	12,232
Legacies	7,000	-	7,000	1,000
	<u>144,499</u>	<u>6,060</u>	<u>150,559</u>	<u>123,823</u>
2(b) Other voluntary incoming resources				
Church boxes	15,048	-	15,048	9,341
Fund raising events	2,644	-	2,644	359
	<u>17,692</u>	<u>-</u>	<u>17,692</u>	<u>9,700</u>
2(c) Income from ancillary trading				
Bookstall	9,902	-	9,902	4,777
Magazine	3,256	-	3,256	3,096
Fees - see note	10,021	-	10,021	3,461
	<u>23,179</u>	<u>-</u>	<u>23,179</u>	<u>11,334</u>
2(d) Income from investments				
Bank interest	38	75	113	1,180
	<u>38</u>	<u>75</u>	<u>113</u>	<u>1,180</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>£185,408</u>	<u>£ 6,135</u>	<u>£191,543</u>	<u>£146,037</u>

Note: Fees

Fees due to the PCC

Weddings	£ 6,072	£ 1,512
Funerals, cremations etc	2,519	1,689
Video	1,430	260
As shown above	10,021	3,461
Heating/Cleaning	3,950	450
	<u>13,971</u>	<u>3,911</u>

Fees passed on to:

Diocese	7,166	2,391
Organist	5,395	1,130
Choir	2,500	130
Verger	1,665	390
	<u>16,726</u>	<u>4,041</u>

Total fees received	<u>£ 30,697</u>	<u>£ 7,952</u>
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**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**3. RESOURCES USED**

	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
			<u>2021</u>	<u>2020</u>
3(a) Grants				
Missionary and charitable giving:				
Overseas mission societies	£ 1,000	£ -	£ 1,000	£ -
Christian relief agencies	-	-	-	-
Home mission and Church societies	-	-	-	-
Secular charities	<u>3,000</u>	<u>-</u>	<u>3,000</u>	<u>4,000</u>
	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>4,000</u>
3(b) Activities directly relating to the work of the Church				
Ministry: Diocesan share	89,084	-	89,084	103,084
Clergy expenses	385	-	385	189
Organists and choir	5,154	865	6,019	4,564
Verger	1,248	-	1,248	1,084
Altar and books	672	-	672	2,174
Light and heat	1,960	-	1,960	4,693
Insurance	5,081	-	5,081	4,894
Repairs and renewals	19,747	-	19,747	21,182
Fund raising events	782	-	782	-
Bookstall	4,951	-	4,951	1,679
Magazine	2,376	-	2,376	1,360
Boyle Room	2,702	-	2,702	3,922
Flowers and requisites	<u>-</u>	<u>4,326</u>	<u>4,326</u>	<u>1,562</u>
	<u>134,142</u>	<u>5,191</u>	<u>139,333</u>	<u>150,387</u>
3(c) Church management and Administration				
Rectory	6,244	-	6,244	5,951
Parish administrator	12,000	-	12,000	11,940
Parish office	15,231	-	15,231	8,293
Office equipment - running costs	3,126	-	3,126	3,839
Printing, stationery, postage, telephone	4,296	-	4,296	3,957
Sundries	778	-	778	360
Heating project	<u>-</u>	<u>1,920</u>	<u>1,920</u>	<u>31,170</u>
	<u>41,675</u>	<u>1,920</u>	<u>43,595</u>	<u>65,510</u>
<b>TOTAL RESOURCES USED</b>	<u>£179,817</u>	<u>£ 7,111</u>	<u>£186,928</u>	<u>£219,897</u>

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2021**

**4. STAFF COSTS**

	<b>Total Funds</b>	
	<b>2021</b>	<b>2020</b>
Wages and salaries	£ 18,192	£ 19,620
Social security costs	—	—
	<b>£ 18,192</b>	<b>£ 19,620</b>

During the year the PCC employed a parish administrator, an organist and a verger, one of whom earned over £10,000.

**5. ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
Current assets	£102,714	£150,954	£253,668
Current liabilities	(3,370)	—	(3,370)
Fund balance	<b>£ 99,344</b>	<b>£150,954</b>	<b>£250,298</b>

**6. DEBTORS**

Income tax recoverable	£ 2,908	£ 3,155
Other debtors	461	7,161
	<b>£ 3,369</b>	<b>£ 10,316</b>

**7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Creditors for goods and services	£ 2,532	£ 1,883
Accruals	838	744
	<b>£ 3,370</b>	<b>£ 2,627</b>

**8. FUND DETAILS**

The unrestricted funds comprise the main church account and part of the restoration account.

The restricted funds comprise part of the restoration account, the music endowment account and the flower account.

**9. NET INCOMING/(OUTGOING) RESOURCES**

Church account	£ 4,569	£ (46,351)
Restoration account	1,022	4,478
	<b>5,591</b>	<b>(41,873)</b>
Restoration account	(1,845)	(30,429)
Music endowment account	305	(782)
Flower account	564	(776)
	<b>(976)</b>	<b>(31,987)</b>
	<b>£ 4,615</b>	<b>£ (73,860)</b>

**INDEPENDENT EXAMINER'S REPORT**

**TO THE TRUSTEES OF THE PRIORY CHURCH OF  
ST. MARY AND ST. CUTHBERT, BOLTON ABBEY PAROCHIAL CHURCH COUNCIL**

I report on the accounts of the church for the year ended 31 December 2021 which are set out on pages 4 to 9.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act;

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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

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

to keep accounting records in accordance with section 130 of the 2011 Act; and

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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

***T. A. Barker***

T. A. Barker  
Chartered Certified Accountant  
Independent Examiner  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

26 January 2022

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# Accounts

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**PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY  
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL FOR 2020**

**1. Administrative information**

The Priory Church of St Mary and St Cuthbert is situated in the village of Bolton Abbey and is part of the Diocese of Leeds. The correspondence address is Church Office, Bolton Abbey, Skipton, BD23 6AL.

The Parochial Church Council (PCC) is a charity registered with the Charity Commission.

PCC members who have served since the date of the last report, 28 January 2020, until the date of this report are:

**Clergy**

Rev N. J. Mercer Rector, Chairman

**Churchwardens**

Mr M. J. Hey  
Mrs S. Barker (from 22.11.20)  
Mr C. P. Middleton (to 22.11.20)

**Diocesan Synod Representative**

Mr A. D. Hartley (deceased 4.9.20)

**Deanery Synod Representatives**

Mr A. D. Hartley (deceased 4.9.20)  
Mrs S. Barker  
Mr P. Lambert (non-voting)

**Honorary Member**

Duke of Devonshire Patron

**Elected Lay Representatives**

Mrs E. Adams-Lambert	Environment Officer/Village Hall representative
Mrs S. Barker	Dep Churchwarden (to 22.11.20)
Mrs L. Bartlett	Finance Sec (to 22.11.20)
Mr A. R. Carr	Works
Mrs E. Clayton	Priory Heritage Project
Mr B. J. Cody	
Mrs E. Crabtree	
Mrs J. Crawford	Disabled Representative and Safeguarding Officer
Mrs R. Fisher	Electoral Roll/Friends
Mrs A. E. Hartley	Ripon Cathedral Ambassador
Mr M. J. R. Heatley	PCC Treasurer
Miss L. E. Heatley	Liquid Worship
Mrs G. Holme	
Mr P. Lambert (non-voting)	
Mr C. P. Middleton	
Mr N. A. Stubbs (to 22.11.20)	
Mrs S. Stubbs	PCC Secretary (to 22.11.20)
Mrs K. J. Templeton	PCC Secretary (from 22.11.20)/Guides organiser
Mr G. Yates	

**2. Structure, Governance and Management**

The method of appointment of PCC members is set out in the Church Representation Rules. All Church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

### **3. Mission Statement**

A community seeking to live well with God, gathered around Jesus Christ in prayer and fellowship and committed to welcome, worship and witness.

### **4. Church Attendance**

- a. There are 120 parishioners on the Church Electoral Roll. Of these 95% live outside the Parish
- b. During 2020 there was 1 baptism in the Priory Church and 6 couples were married; 3 burials with 1 internment of cremated remains, no memorial services, 3 funerals at a Crematorium but no confirmations this year.

### **5. Review of the Year**

2020 has been one of the most extraordinary years in the history of Bolton Priory. A pandemic was the last thing anyone could have envisaged but, as a result of the virus COVID-19, the Country went into lockdown on the 23<sup>rd</sup> March 2020. After the lockdown, Bolton Priory has only been open for worship periodically during the year and, even then, subject to severe restrictions. At the time of writing this report we are currently in another lockdown period.

The lockdown forced Bolton Priory to completely rethink its worship. As it was no longer possible to worship collectively at the Priory, we moved to on-line services instead. This happened immediately and was made possible through the efforts of Jonathan Dickson and Paul Middleton who became the "on-line worship team". After recording the Service in the Priory, a recording was then sent to Jonathan Dickson for editing and then to Paul Middleton who added photographs and words to the hymns before publishing the service on the Bolton Priory website on Sunday morning. Services have continued on-line throughout the year and consist of an 8am service of Holy Communion (where no communion was celebrated at the Priory) and a 10.30 Morning Service. This has proved remarkably successful and attendance figures have been sustained throughout the year. We regularly have over 100 "worshippers" which means that our on-line congregation is larger than our usual attendance.

Liquid Worship was also impacted by the pandemic and all services were suspended after the lockdown in March. Even when some limited services resumed at the Priory, Liquid Worship could not be held due to the rules on social distancing. Nevertheless, Liquid Worship also continued on-line with the service being recorded on a mobile phone and contributions received from our Liquid Worship team. This was edited by Lorna Heatley and published by Paul Middleton on the first Sunday of the month. Once again, attendance figures have been encouraging and we have approximately 30 "worshippers" each Sunday. The children from Liquid Worship also took part in our on-line Christingle service on Christmas Eve which was viewed no less than 112 times. Finally we had a visit from the Boyle and Petyt School just before Christmas who came to see the nativity scene in the Tower and then sang carols outside the Tower in very wintery weather!

Christmas and Easter were also on-line as well as Remembrance Sunday. We had an on-line Good Friday service, Easter Day festal Eucharist, Remembrance Sunday, Advent Carol Service, Nine Lessons and Carols as well as Christmas Day festal Eucharist.

When lockdown restrictions were eased, we were able to hold other services during the year. Although dramatically restricted in numbers there were 4 funerals at the Priory, 3 funerals at the crematorium in Skipton and 1 internment of ashes. We held 6 weddings and 2 baptisms were conducted before lockdown.

As might be imagined, the pandemic has impacted other areas of Church life. We remain a committed Eco Church and, before the lockdown, the children from Liquid Worship, together with some adults, planted some trees on the Bolton Abbey Estate. It was a cold and rainy morning but Eco Church made a good start to the year. Nesting boxes are planned for 2021. Our carbon footprint was reduced dramatically at the end of the year when a new electric under-pew heating system was installed using a renewable tariff from SSE (see below).

A new sound system was installed in the Priory at the beginning of the year and, in December, an under-pew heating system was installed which has since been used in two services. The reports have been very favourable and the new heating system should radically reduce our carbon footprint as well as our electricity bills. The electricity is sourced from "renewables" and our dependence upon Liquid Petroleum Gas should be gradually phased out. With LED lighting, we are almost a carbon neutral Church which is a fantastic achievement in such a short space of time.

Despite the pandemic the outreach of the Priory continued. Donations were made to the Skipton Food Bank and contributions to Baby Basics continued contributing items needed for babies born to mothers in financial difficulty. We hosted the first Northern conference of the charity "Together for the Common Good" (T4CG) just before lockdown and hosted many local churches as a result. It is hoped to repeat this Northern conference once again in 2021/22. The Museum of the Moon exhibition had to be cancelled and is now likely to take place in 2022. Finally, just before Christmas the "2020 club" was initiated in the Parish which sought to alleviate loneliness. This has proved to be a success and is, hopefully, an initiative to continue into the future.

Finally, it has been a difficult year for the Church management and governance. The Church Office has been closed for much of the year and the Parish has been run largely from Margaret Cody's home and the Rectory combined. Meanwhile, Tim Raymond (Director of Music) and Peter Lambert (Verger) were furloughed for much of the year. We managed to hold PCC and Finance meetings on Zoom for the first time and the delayed APCM was finally held on Zoom on 22 November (having been postponed from April). We welcomed Susan Barker as the new Church Warden after the retirement of Paul Middleton. Kate Templeton became the new Parish Secretary after the retirement of Sandra Stubbs and joined the PCC along with Anne Crabtree.

It has been an extraordinarily difficult year but I am pleased to report that the Church has held together remarkably well as a gathered congregation. Like every other walk of life, we have suffered some damage, not least to our finances. However, the roll out of the vaccine should enable us to return to normal during 2021. I am confident that we will be able to repair ourselves and thrive once more. We have a Gospel to proclaim to this and future generations at Bolton Priory.

## **6. Financial Review**

Total receipts on ordinary unrestricted funds during the year amounted to £144,507 (2019 - £181,359). Total expenditure from those funds amounted to £186,380 (2019 - £201,423). The net result of this was a deficit for the year of £41,873 (2019 - £20,064). Included in the expenditure was the payment in full of our Diocesan Share of £103,084 (2019 - £108,509). Unfortunately we could only pay our Share in full by drawing £41,873 from our general reserve account.

## **7. Reserves Policy**

It is the PCC policy to maintain adequate reserves in unrestricted funds to cover any eventuality for the maintenance of this ancient church. As a consequence, at the year end, we held £30,352 in a general reserve account. This account is held by the Central Board of Finance but, unfortunately, attracts little interest at this time.

**8.** The PCC greatly appreciates and thanks all those from the congregation who contribute so much to the work of the Priory Church, its worship and mission:

- a. The Serving Team led by Mr Michael Vineall.
- b. The Liquid Worship team led by Miss Lorna Heatley.
- c. The administration department led by Mrs Margaret Cody assisted by Mrs Betty Nelmes and Mrs Carol Dawson.
- d. Mrs K. T. Templeton our Secretary to the PCC and our Treasurer, Mr Michael Heatley.
- e. The Finance Committee led by Mrs Susan Barker.
- f. The Works Committee led by Mr Matt Hey and Mr Andy Carr.
- g. The cleaning teams organised by Mr Andrew Wade.
- h. The Choir and the Priory Director of Music, Dr Timothy Raymond.
- i. The floral teams co-ordinated by Mrs Lorna Freegard.
- j. The magazine team and its editor, Mrs Val Middleton.
- k. The Welcome Team led by Mr Gerry Yates (Retired), now Mrs Kate Templeton

- l. The Voluntary Offertory and general money counters.
- m. The marriage contact and follow-up support, Mrs Bev Wood.
- n. The Sacristan, Mrs Jen Hardaker and her assistant, Mrs Karin Turnbull.
- o. The coffee team led by Mrs Carol Dawson.
- p. The Priory Verger, Mr Peter Lambert.
- q. The Sidesmen led by Mrs Susan Whittaker.
- R, The Friends of Bolton Priory under their Chairman, Mrs Jill Riley (Retired).
- s. Our webmaster and Facebook administrator, Mr Paul Middleton.
- t. Concert organiser Mr Lionel Goodenough (Retired), now Mr Paul Middleton.
- u. Skipton Food Bank team led by Mrs Lyn Bartlett.
- v. Baby Basics contact, Mrs Mary Vineall.
- w. Last, but by no means least, the Priory Churchwardens, Mr Matt Hey and Mrs Susan Barker.

On behalf of the PCC

*N. J. Mercer*

26 January 2021

Rev N. J. Mercer

PRIORY CHURCH OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

Registered Charity No 1129541

**ANNUAL REPORT**

**AND**

**FINANCIAL STATEMENTS**

**OF THE**

**PAROCHIAL CHURCH COUNCIL**

FOR THE YEAR ENDED 31 DECEMBER 2020

**RECTOR:**

Revd N. J. Mercer  
The Rectory  
Bolton Abbey  
Skipton  
BD23 6AL

**BANKERS:**

Santander UK plc  
Bootle  
Merseyside  
L30 4GB

**INDEPENDENT EXAMINER:**

T. A. Barker  
Chartered Certified Accountant  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	<u>Note</u>	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
				<u>2020</u>	<u>2019</u>
<b>INCOMING RESOURCES</b>					
Incoming resources from donors	2 (a)	£123,073	£ 750	£123,823	£163,364
Other voluntary incoming resources	2 (b)	9,664	36	9,700	23,811
Income from ancillary trading	2 (c)	11,334	-	11,334	39,715
Income from investments	2 (d)	<u>436</u>	<u>744</u>	<u>1,180</u>	<u>1,982</u>
<b>TOTAL INCOMING RESOURCES</b>		<u>144,507</u>	<u>1,530</u>	<u>146,037</u>	<u>228,872</u>
<b>RESOURCES USED</b>					
Grants	3 (a)	4,000	-	4,000	4,000
Activities directly relating to the work of the church	3 (b)	148,040	2,347	150,387	167,619
Church management and administration	3 (c)	<u>34,340</u>	<u>31,170</u>	<u>65,510</u>	<u>36,506</u>
<b>TOTAL RESOURCES USED</b>		<u>186,380</u>	<u>33,517</u>	<u>219,897</u>	<u>208,125</u>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>	9	(41,873)	(31,987)	(73,860)	20,747
BALANCES BROUGHT FORWARD AT 1 JANUARY		<u>135,691</u>	<u>183,852</u>	<u>319,543</u>	<u>298,796</u>
<b>BALANCES CARRIED FORWARD AT 31 DECEMBER</b>		£ <u>93,818</u>	£ <u>151,865</u>	£ <u>245,683</u>	£ <u>319,543</u>

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

BALANCE SHEET AT 31 DECEMBER 2020

	<u>Note</u>	<u>2020</u>	<u>2019</u>
<b>CURRENT ASSETS</b>			
Stock of books and postcards		£ 16,487	£ 14,930
Debtors	6	10,316	6,589
Short term deposits		213,482	286,221
Cash at bank and in hand		<u>8,025</u>	<u>18,495</u>
		<u>248,310</u>	<u>326,235</u>
<b>LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>			
	7	<u>(2,627)</u>	<u>(6,692)</u>
<b>NET CURRENT ASSETS</b>		<u>245,683</u>	<u>319,543</u>
<b>NET ASSETS</b>		<u>£245,683</u>	<u>£319,543</u>
<b>FUNDS</b>			
Unrestricted	5	£ 93,818	£ 99,027
Restricted		<u>151,865</u>	<u>220,516</u>
		<u>£245,683</u>	<u>£319,543</u>

Approved by the Parochial Church Council on 25 January 2021 and signed on its behalf by:

*N. J. Mercer*

Revd N. J. Mercer  
Rector

*M. J. R. Heatley*

Michael J. R. Heatley  
Honorary Treasurer

The notes on pages 7 to 10 form part of these accounts.

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCC's, and with the Regulations' "true and fair view" provisions and is prepared under FRS102(2016) as the applicable accounting standards and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

**ASSETS**

Consecrated and benefice property

In so far as consecrated and benefice property of any kind is excluded from the statutory definition of 'charity' by Section 10(2)(a) and (c) of the Charities Act 2011 such assets are not capitalised in the financial statements.

Short term deposits

These are the cash held on deposit with the CCLA.

**FUNDS**

Unrestricted Funds

These represent the remaining income funds of the PCC that are available for spending on the general purposes of the PCC, including amounts designated by the PCC for fixed assets for its own use or for spending on a future project and which are therefore not included in its 'free reserves' as disclosed in the trustees' report.

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts.

PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 DECEMBER 2020

2. INCOMING RESOURCES

	<u>Unrestric</u> <u>ted Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total Funds</u>	
			<u>2020</u>	<u>2019</u>
2(a) Income resources from donors				
Planned giving				
Gift aided	£ 64,458	£ -	£ 64,458	£ 69,198
Income tax recoverable	20,242	-	20,242	19,301
Not gift aided	1,948	-	1,948	3,856
Collections at all services	4,332	-	4,332	13,703
Votive candles	2,198	-	2,198	4,789
Donations	16,663	750	17,413	16,517
Grants	12,232	-	12,232	-
Legacies	1,000	-	1,000	36,000
	<u>123,073</u>	<u>750</u>	<u>123,823</u>	<u>163,364</u>
2(b) Other voluntary incoming resources				
Church boxes	9,305	36	9,341	18,246
Fund raising events	359	-	359	5,565
	<u>9,664</u>	<u>36</u>	<u>9,700</u>	<u>23,811</u>
2(c) Income from ancillary trading				
Bookstall	4,777	-	4,777	26,055
Magazine	3,096	-	3,096	3,272
Fees - see note	3,461	-	3,461	10,388
	<u>11,334</u>	<u>-</u>	<u>11,334</u>	<u>39,715</u>
2(d) Income from investments				
Bank interest	436	744	1,180	1,982
	<u>436</u>	<u>744</u>	<u>1,180</u>	<u>1,982</u>
<b>TOTAL INCOMING RESOURCES</b>	<u>£144,507</u>	<u>£ 1,530</u>	<u>£146,037</u>	<u>£228,872</u>

Note: Fees

Fees due to the PCC

Weddings	£ 1,512	£ 6,810
Funerals, cremations etc	1,689	2,798
Video	260	780
As shown above	3,461	10,388
Heating	450	1,739
	<u>3,911</u>	<u>12,127</u>

Fees passed on to:

Diocese	2,391	6,652
Organist	1,130	5,380
Choir	130	2,470
Verger	390	1,700
	<u>4,041</u>	<u>16,202</u>

Total fees received	<u>£ 7,952</u>	<u>£ 28,329</u>
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**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**3. RESOURCES USED**

	<u>Unrestric ted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>	
			<u>2020</u>	<u>2019</u>
3(a) Grants				
Missionary and charitable giving:				
Overseas mission societies	£ -	£ -	£ -	£ -
Christian relief agencies	-	-	-	-
Home mission and Church societies	-	-	-	-
Secular charities	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>4,000</u>
	<u>4,000</u>	<u>-</u>	<u>4,000</u>	<u>4,000</u>
3(b) Activities directly relating to the work of the Church				
Ministry: Diocesan share	103,084	-	103,084	108,509
Clergy expenses	189	-	189	95
Organists and choir	3,779	785	4,564	8,150
Verger	1,084	-	1,084	1,540
Altar and books	2,174	-	2,174	3,019
Light and heat	4,693	-	4,693	6,385
Insurance	4,894	-	4,894	4,673
Repairs and renewals	21,182	-	21,182	9,403
Fund raising events	-	-	-	3,120
Bookstall	1,679	-	1,679	11,825
Magazine	1,360	-	1,360	2,310
Boyle Room	3,922	-	3,922	3,833
Flowers and requisites	<u>-</u>	<u>1,562</u>	<u>1,562</u>	<u>4,757</u>
	<u>148,040</u>	<u>2,347</u>	<u>150,387</u>	<u>167,619</u>
3(c) Church management and Administration				
Rectory	5,951	-	5,951	7,506
Parish administrator	11,940	-	11,940	11,700
Parish office	8,293	-	8,293	8,713
Office equipment - running costs	3,839	-	3,839	2,965
Printing, stationery, postage, telephone	3,957	-	3,957	4,182
Sundries	360	-	360	1,440
Heating project	<u>-</u>	<u>31,170</u>	<u>31,170</u>	<u>-</u>
	<u>34,340</u>	<u>31,170</u>	<u>65,510</u>	<u>36,506</u>
<b>TOTAL RESOURCES USED</b>	<u>£186,380</u>	<u>£ 33,517</u>	<u>£219,897</u>	<u>£208,125</u>

**PAROCHIAL CHURCH COUNCIL OF THE PRIORY CHURCH  
OF ST. MARY AND ST. CUTHBERT, BOLTON ABBEY**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 DECEMBER 2020**

**4. STAFF COSTS**

	<b>Total Funds</b>	
	<b>2020</b>	<b>2019</b>
Wages and salaries	£ 19,620	£ 19,240
Social security costs	—	—
	<u>£ 19,620</u>	<u>£ 19,240</u>

During the year the PCC employed a parish administrator, an organist and a verger, one of whom earned over £10,000.

**5. ANALYSIS OF NET ASSETS BY FUND**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
Current assets	£ 96,445	£151,865	£248,310
Current liabilities	(2,627)	—	(2,627)
Fund balance	<u>£ 93,818</u>	<u>£151,865</u>	<u>£245,683</u>

**6. DEBTORS**

Income tax recoverable	£ 3,155	£ 6,264
Other debtors	7,161	325
	<u>£ 10,316</u>	<u>£ 6,589</u>

**7. LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR**

Creditors for goods and services	£ 1,883	£ 5,827
Accruals	744	865
	<u>£ 2,627</u>	<u>£ 6,692</u>

**8. FUND DETAILS**

The unrestricted funds comprise the main church account and part of the restoration account.

The restricted funds comprise part of the restoration account, the music endowment account and the flower account.

**9. NET INCOMING/(OUTGOING) RESOURCES**

Church account	£ (46,351)	£ (20,064)
Restoration account	4,478	5,839
	<u>(41,873)</u>	<u>(14,225)</u>
Restoration account	(30,429)	36,064
Music endowment account	(782)	(1,237)
Flower account	(776)	145
	<u>(31,987)</u>	<u>34,972</u>
	<u>£ (73,860)</u>	<u>£ 20,747</u>

**INDEPENDENT EXAMINER'S REPORT**

**TO THE TRUSTEES OF THE PRIORY CHURCH OF  
ST. MARY AND ST. CUTHBERT, BOLTON ABBEY PAROCHIAL CHURCH COUNCIL**

I report on the accounts of the church for the year ended 31 December 2020 which are set out on pages 5 to 10.

Respective Responsibilities of Trustees and Examiner

The church's trustees are responsible for the preparation of the accounts. The church's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act;

To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and

To state whether particular matters have come to my attention.

Basis of Independent Examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.

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

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

to keep accounting records in accordance with section 130 of the 2011 Act; and

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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

***T. A. Barker***

T. A. Barker  
Chartered Certified Accountant  
Independent Examiner  
Barnhill  
Wetherby Road  
Collingham  
LS22 5AY

29 January 2021