

**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 Eulalia 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	4,250	5,600
As shown above	13,662	15,887
Heating/Music	3,270	4,115
	<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	2,105	2,360
	<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	4,000	-	4,000	4,000
	<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	-	4,826	4,826	6,665
	<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	-	5,270	5,270	-
	<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><u>2023</u></b>	<b><u>2022</u></b>
Wages and salaries	£ 22,760	£ 20,760
Social security costs	<u>          -</u>	<u>          -</u>
	<b>£ <u>22,760</u></b>	<b>£ <u>20,760</u></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><u>Unrestricted Funds</u></b>	<b><u>Restricted Funds</u></b>	<b><u>Total</u></b>
Current assets	£ 96,493	£158,780	£255,273
Current liabilities	<u>(6,872)</u>	<u>          -</u>	<u>(6,872)</u>
Fund balance	<b>£ <u>89,621</u></b>	<b>£ <u>158,780</u></b>	<b>£ <u>248,401</u></b>

**6. DEBTORS**

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

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

Creditors for goods and services	£ 5,705	£ 5,130
Accruals	<u>1,167</u>	<u>1,000</u>
	<b>£ <u>6,872</u></b>	<b>£ <u>6,130</u></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	<u>2,153</u>	<u>554</u>
	<b>£ <u>(4,707)</u></b>	<b>£ <u>(5,015)</u></b>
Restoration account	7,525	1,920
Music endowment account	569	(1,059)
Flower account	<u>(160)</u>	<u>(970)</u>
	<b>£ <u>7,934</u></b>	<b>£ <u>(109)</u></b>
	<b>£ <u>3,227</u></b>	<b>£ <u>(5,124)</u></b>