

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST GILES, BRAMHOPE

England & Wales · Charity number 1129657

Details

Other names ST GILES BRAMHOPE PCC

Status Registered

Legal form Previously excepted

Registered 2009-05-15

Register [View on the Charity Commission register](#)

Contact

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Activities

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

Activities: Church of England.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, LOCAL.
- Leeds City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£126,023	£108,282	-	-
2023-12-31	£104,484	£97,438	-	-
2022-12-31	£107,933	£102,757	-	-
2021-12-31	£81,315	£73,476	-	-
2020-12-31	£95,903	£95,821	-	-

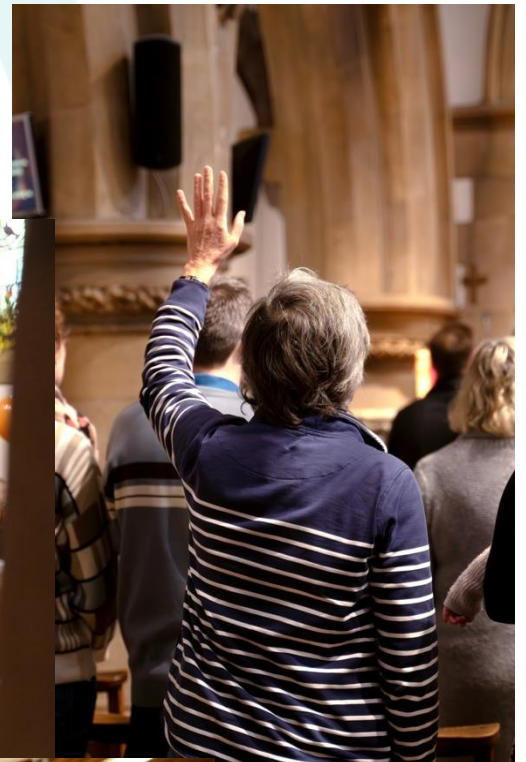
Trustees

Name	Role	Appointed
Rev Matthew David Broughton	Chair	2021-11-01
BERNARD WILLIAMS		2012-12-27
DR SUE BALL		
Deborah Timms		2025-06-02
Dr Katy Rachel Nunn		2026-05-17
Gillian Denise Pinches		2024-05-05
Graham John Eaton		2025-06-02
JONATHAN PATRICK SLATER		
Jacqueline Shirley Howard		2021-04-25
Joy Smith		2015-04-19
Mary Lilian Marshall		2023-04-23
Robert James Richardson		2023-04-23
Susan Elizabeth McKenzie		2024-05-05
Suzanna Laws		2026-05-17

Accounts

Parochial Church Council Annual Report

1st January – 31st December 2024



Vision & Values

The 2024 vision of St Giles' is to be a church that is:
Following Jesus, Building Community and Making a difference.

Authentic

We seek to worship and follow Jesus with authenticity. We are committed to varied forms of worship. We do not believe that one size fits all. We believe that substance is more important than style.

Welcoming

St Giles' is for everyone; it is not a club for churchgoers, but rather a spiritual centre for the whole community. Everyone is welcome at St Giles'. No one is excluded.

Generous

We seek to be a generous people who share the love of God with our community. We are generous with the gifts and resources God has given us: our time, skills, and money.

Hopeful

We believe that God has a bright future for our church and our community; we are full of hope for what God is doing among us. We are prepared to take risks and learn from our mistakes trusting in God's faithfulness.

Background

St Giles' Parochial Church Council (PCC) is responsible for promoting the work in the Parish of the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also responsible for the maintenance of the church, church grounds and the adjoining church hall. The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure.

The PCC has complied with its duty under s5 of the Safeguarding and Clergy Discipline Measure 2016 and has regard to guidance on safeguarding children and vulnerable adults, a duty which it takes seriously.

Administrative Information

St Giles' Church is situated on the junction of Church Hill, Bramhope and the main A660 road from Leeds to Otley. It is part of the Diocese of Leeds within the Church of England and the correspondence address is St Giles' Parish Church, Church Hill, Bramhope, LS16 9BA. The church is registered as a charity; charity number 1129657. PCC members are trustees of this charity and therefore have responsibilities to the Charity Commission.

Parochial Church Council

The Vicar, the churchwardens, and the Licensed Lay Minister (Reader) are ex-officio members of the PCC, as are three Deanery Synod representatives. They are joined by 12 lay members of the congregation who are elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. Lay members serve for 3 years, with a maximum of two terms, and 4 retire on a rolling basis each year. The church holds its APCM in April or May of each year when a new PCC is elected. The 2024-2025 PCC was elected at the APCM on 5 May 2024.

Ex-officio Members	Role
Revd Matt Broughton	Incumbent
Mrs Rachael Fox	Churchwarden From 5 May 2024
Mrs Gill Pinches	Churchwarden From 5 May 2024
Mr Jonathan Slater	Licenced Lay Minister
Mrs Jacquie Howard	Deanery Synod Representative
Mr Bernard Williams	Deanery Synod Representative
Ms Val Lee-Priestley	Deanery Synod Representative

Lay Members	Retires	Term
Mrs Sue McKenzie (+3 <i>vacancies</i>)	2027	1 st
Mrs Angela Smith (Treasurer)	2026	2 nd
Mrs Joy Smith	2026	1 st
Mrs Hazel Lee	2026	2 nd
Mr Jim Richardson	2026	1 st
Mrs Mary Marshall	2025	Casual Vacancy
Mrs Joanne Dawdry	2025	1 st
Mrs Jenni Hall	2025	2 nd
Dr Sue Ball	2025	1 st

For the first time, instead of being a 'stand-alone' occasion, the 2024 APCM was held within a joint 10am Communion Service and this proved to be a unifying and accessible way of communicating the work of the church to the congregation.

St Giles' thanks all members of the PCC who have worked hard over the past year. We are grateful for the work of Liz Johnson, Krystyna Novak and Sara Leefe who retired from the PCC in May 2024. We welcomed Sue McKenzie as a new PCC member, following in the footsteps of her parents on the PCC, and are grateful to Gill Pinches for taking on the role of Churchwarden again, to support Rachael Fox. The Deputy Wardens were Hazel Lee, Jean Bradshaw, Jean Weatherill, Marion Skirrow, and Sue Ball. They were joined by Jo Simpson during 2024.

PCC Meetings

The PCC held meetings in January, March, May, July, September and November 2024. All meetings were chaired by Revd Matt Broughton. During the first meeting of the newly elected PCC in May 2024, Nick Pinches was co-opted to the PCC as Chair of the Fabric Sub-Committee. The average attendance at these PCC meetings was 80%.

PCC Standing Committee Meetings

The PCC Standing Committee consists of the Vicar, the two Churchwardens, the Treasurer, and the Secretary. It acts for the PCC between full PCC meetings. The Standing Committee reports on its meetings and decisions to each PCC meeting. During 2024, most of the Standing Committee meetings were conducted via email. Most discussions were on aspects of fabric maintenance and expenditure, but other strategic issues were discussed including the recruitment of a part-time Parish Administrator.

Core Leadership Team

In 2024 the PCC agreed to the establishment of a Core Leadership Team and Ministry Leadership Team.

The Core Leadership Team includes: the Vicar, Churchwardens and Pastoral (Matt Broughton, Gill Pinches, Rachael Fox, Angela Smith). They meet as needed to manage the day-to-day running of the church.

Ministry Leadership Team

The Ministry Leadership Team includes members of St Giles who are directly involved in leading areas of ministry, at the invitation of the vicar. In 2024 this consisted of: Matt Broughton, Rachel Broughton, Jonathan Slater, Angela Smith, Jaquie Howard, Bob Corrie and Marion Corrie. This is a space to reflect on the ministry needs of St Giles, to think about the future, and to pray.

Other PCC Committees

The other sub committees of the PCC include Finance and Fabric.

These committees meet as required and report back to PCC.

The following sections outline PCC Ministries and Activities during 2024.

Worship

Our pattern of two Sunday services, 9.30am for contemporary worship and 11am for Common Worship communion, continues.

Over the year, the average number of adults attending the 9.30am service was 37 with an average of 14 children. At 11am the average adult attendance was 46. These figures are very similar to last year.

The bar chart shows our average Sunday attendance through 2024. The blue records adult attendance and the green, children.

At some particular 9.30am services, e.g. baptisms, the number attending was considerably higher. There is some 'double counting' in these statistics because a few people attend both services.

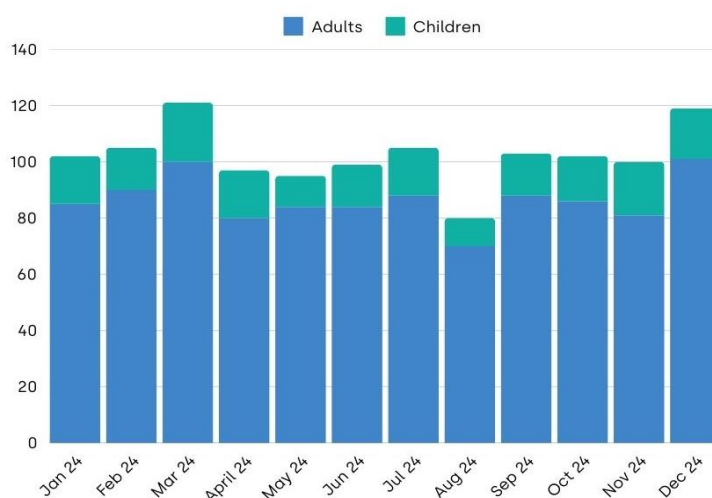
Types of Services

During the 9.30am Sunday services, there are separate sessions for children on the first and third Sundays, an all-age Eucharist in church on the second Sundays, and Café Church held in the church hall on the fourth Sundays.

Prayer Ministry is offered in the chapel during communion once a month at the 11am service, and during 2024 this was extended to the 9.30am service.

In addition, during 2024 the PCC made the decision to open the chapel (where Prayer Ministry is held) when the building is open. This gives the wider local community (especially those who use the Church Hall) the opportunity to use the chapel for a quiet time should they wish.

Average Sunday Attendance 2024



Several joint Sunday services have been held during the year at 10am, when the whole church has worshipped together. During 2024, these occasions were on: Palm Sunday; Easter Day (attendance 25 children and 108 adults); Annual Church Celebration (including APCM); Harvest (13 October); Toy Service (8 December); and Christmas Day (attendance 10 children and 53 adults). Further, an evening service of remembrance, 'In Loving Memory', was held to remember before God those who have died.



Throughout the year we offer an intentionally diverse range of services, so that everyone in Bramhope can connect with God through our worship. This is especially the case through Holy Week and around Christmas.

Lent and Easter

During the seasons of Lent and Easter, services were held for: Ash Wednesday, Palm Sunday, Maundy Thursday, Good Friday and Easter Sunday. The Easter sunrise service was new for 2024 and was a welcome addition to our Easter celebrations.

Advent & Christmas

During Advent and Christmas, a number of additional services were held, including: Advent Carols, Toy Service, When Christmas Hurts, Nativity, Christmas Carols, Midnight Mass and Christmas Day. Furthermore, two Christingle services (raising funds for the Children's Society) were held on Christmas Eve, when a total of 255 adults and 120 children attended.



We estimate that over the Christmas period of 2024 about 600 parishioners visited the church for services, about 12% of the population of the parish.

Life Events

During the year there were 10 baptisms and 4 funerals in church. There were also 5 weddings. In addition, we were delighted that two members of our congregation were confirmed by Bishop Arun at a service held at St Oswald's, Guiseley in November 2024.

Going Deeper

Discipleship and Spirituality

Throughout the year there were opportunities to grow in and deepen faith. In 2024 this included:

- A **5-week Lent Course** entitled 'Tools for the Journey' - held with Bramhope Methodist Church covering aspects of Christian spirituality including Silence, Prayer, and Worship;
- **The Bible Society's Romans Course** - held in the summer term looking at Paul's letter to the Church in Rome;
- **Morning Prayer** - on Mondays at 9.30am with our Methodist friends at Bramhope Methodist Church;
- **Weekly Bible Study & Prayer meeting** - gathering together to read the Bible and pray for the world;
- An **Advent afternoon of worship and reflection** was held on the first day of Advent and discussed the World Council of Churches Ecumenical Accompaniment Programme in Palestine and Israel;
- The **Saturday Women's Ministry Brunch** was held on Saturdays in February, May and November 2024;
- A St Giles **Homegroup** met throughout 2024 in various homes across Bramhope, Otley and Cookridge. Approximately 20 adults attended from all ages and from both congregations.

Pastoral Care

Pastoral care is an important part of our Christian ministry. In 2024, two members of our congregation completed the Diocese of Leeds Pastoral Assistant training. They are now supporting Revd Matt with home visiting and Home Communion and are also working together to build a pastoral care team. Pastoral Assistants attend each of our main Sunday services (and the coffee break in-between), as well as Meet and Eat, CATS and several other small groups. They also work alongside our Prayer Ministry Team to offer prayer to those in need.



Mission and Outreach

Meet and Eat Luncheon Club

The Meet and Eat team have continued their amazing work of hosting a monthly lunch club for the elderly. A delicious homecooked meal is prepared and served in St Giles Church Hall during the months October – March, all for the sum of £7 per person.

Meet and Eat continues to grow and we were delighted to welcome 38 guests for a wonderful Christmas Lunch in 2024. There was a lot of lively chat and laughter – helped of course with a pre-lunch glass of sherry.

The PCC are grateful to all the helpers who work so hard, and to the diners who come every month and make it such a success. Special thanks are due both to Sheila Williams who 'gave up her apron' in 2024, and to Alison Richardson who took on the task of organising Meet and Eat in October 2024.



CATS

In 2024 our carers, baby and toddler group (CATS) continued in its mission to serve families in Bramhope by providing a friendly and engaging space for children and their carers to play and make new friends.

On average during 2024, CATS was attended by 19 adults and 21 children each week.

St Giles is incredibly grateful to the CATS team who work hard every week to welcome the parents, carers, grandparents, and the children in their care. Their work involves arriving early to set up, serving coffee and refreshments, chatting to new and old friends and supporting children in their play.

Our prayer is that CATS would continue as a place of refreshment and connection for all; playing its part in our church's mission to build community across the parish of Bramhope.

Bramhope Primary School (BPS)

During 2024, St Giles continued its efforts to reach the children of Bramhope Primary School. During Lent, Angela Smith, Gill Pinches and Revd Matt facilitated a prayer and reflection space where all children were able to come and experience prayer. This was a fantastic experience to see children engage with their spirituality in new and creative ways.

Revd Matt led a remembrance assembly for Key Stage 2 students.

Key Stage 2 also joined in with our Christmas Toy Appeal - donating toys to be distributed across the city. These children attended church where they heard the Christmas story like never before.

In 2024 Ofsted visited BPS and they were found to be Outstanding in all areas.

Revd Matt continues to serve as a school governor with a particular focus on personal development, wellbeing and inclusion, and equality and diversity.

Creativity Unwrapped

A Monday evening creativity group also started during 2024, called 'Creativity Unwrapped'.

One of their projects involved the production of bags containing art and creative play materials for children supported by PAFRAS.

32 bags were made and filled with art materials which were very quickly put to good use.



Social Action

St Giles Church continued its programme of social action throughout 2024 to 'Make a Difference' as set out in our Vision Statement.

For instance:

- Many events have taken place to raise funds for the **Children's Society**. A total of over £3500 has been raised in support of this extremely worthwhile and much needed charity.
- In addition, in April, a **Wine Tasting** event was run by David Lawson of Chez Vin in Otley. Proceeds from the event (£537) were shared equally between the **Children's Society** and **St George's Crypt**.
- In May 2024, inspired by the Dagg/McKenzie family, a coffee morning for **Christian Aid** was held in the church hall, raising over £900 for Christian Aid.
- A **weekly collection** of foodstuffs and toiletries for destitute asylum seekers in Leeds has also continued in partnership with **PAFRAS** (Positive Action for Asylum Seekers and Refugees).
- Our **Harvest collection** of foodstuffs this year was donated to **Caring for Life, St George's Crypt**, and **PAFRAS**.



- The **Toy Services** held in December once again resulted in the generous donation of many toys by both church members and pupils from Bramhope Primary School. The toys were given to **Leeds Social Services Department** and the **Temple Learning Academy**.
- Warm clothes and toiletries were collected at Christmas time for **St George's Crypt**.
- Our links with St George's Crypt were also strengthened in September when Revd John Swales of **Lighthouse Church** spoke at our Sunday Services.

A special collection on the day raised £746 in support of Lighthouse Church.



The PCC thanks all church members for their continuing support in 2024 and looks forward to continuing to build community and make a difference in 2025.

PCC Governance & Asset Management

Safeguarding

Safeguarding is an important and integral part of the Church's worship and activities here at St Giles'. Children and vulnerable adults are kept safe and supported. As part of this commitment, PCC members undertake training, which, when it is relevantly updated, becomes part of a training cycle.

PCC members complete both the Safeguarding Foundation and Awareness of Domestic Abuse courses.

With the increase in children's work, both on Sundays (Kids Church etc) and on Wednesday mornings (CATS group), new helpers have had DBS checks and undertaken required training.

Each PCC meeting has a Safeguarding Report on its agenda as an emphasis on its importance in the work of St. Giles'.

St Giles' PCC has adopted, as it must every year, the House of Bishop's Safeguarding Policy. This notice is posted, together with other information about Safeguarding, on the noticeboard in the Hall and Lobby.

Finance Sub Committee

Overall Position

Our financial position in 2024 was favourable.

Total receipts were £126k (an increase of £22k compared to 2023) and total payments were £108k (an increase of £11k compared to 2023). This led to an annual surplus of £18k.

Our reserves currently stand at £113k.

£63k is held in restricted or designated funds and £50k is for general purposes.

Our reserves policy is to keep a minimum of £10,000 in the general fund.

Receipts

Our main source of income is planned giving. As ever, we are enormously grateful to all those who give regularly and generously throughout the year. Without their support, our church simply could not function.

As we continue to grow, it has been encouraging to see planned giving increase to £65k in 2024 from £56k in 2023. We are fortunate to be able to claim gift aid on a large proportion of this and the amount of tax reclaimed increased correspondingly to £16k in 2024 from £15k in 2023.

In 2024 we applied for Strategic Development Funding (SDF) to pay for a Parish Administrator. Our application was successful, and we received a total of £9k during the year. This source of income will continue until mid-2027.

We received two legacies during the year totalling £6k. We are touched and grateful to have been remembered in this way by people whom we have loved and miss. We keep them and their families in our prayers.

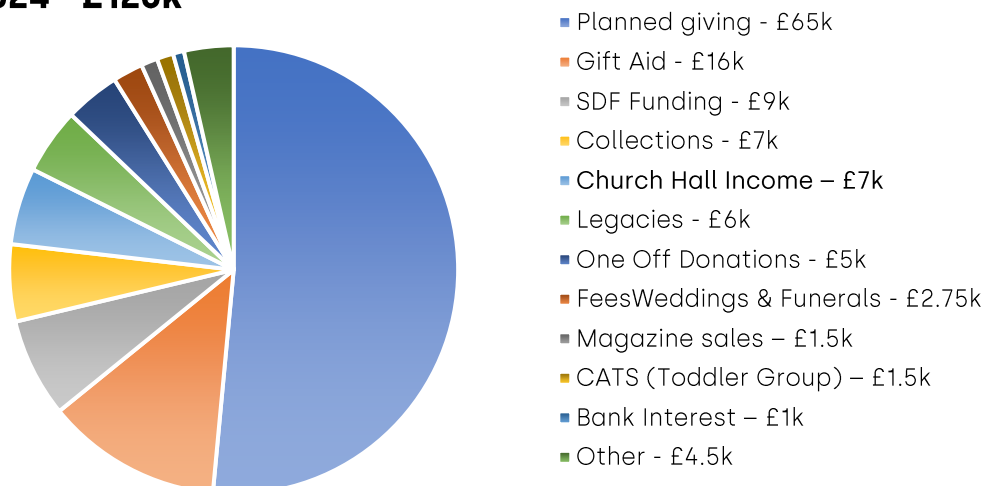
Income from collections was static at £7k, whilst that from one-off donations was down £1k, from £6k in 2023 to £5k in 2024.

Fees for weddings and funerals accounted for £2.5k, which was similar to 2023. Although we held fewer funeral services, this was compensated for by more weddings.

Our main fund-raising activities were: hiring out the church hall which generated £7k; and the monthly church magazine which generated £1.5k. This is similar to previous years.

In line with rising interest rates, we received £1k in bank interest, compared to £0.5k in 2023.

Receipts 2024 - £126k



Payments

Parish Share, which pays for clergy stipends and housing, is by far our biggest expense. Our 2024 Parish Share was £68k, compared to £65k in 2023. This payment of £68k covered the cost of our own full-time vicar and contributed towards ministry and mission in poorer parishes across the diocese.

As expected, we saw a steep rise in our utility bills in 2024, which were up to £8.5k from £4k in 2023.

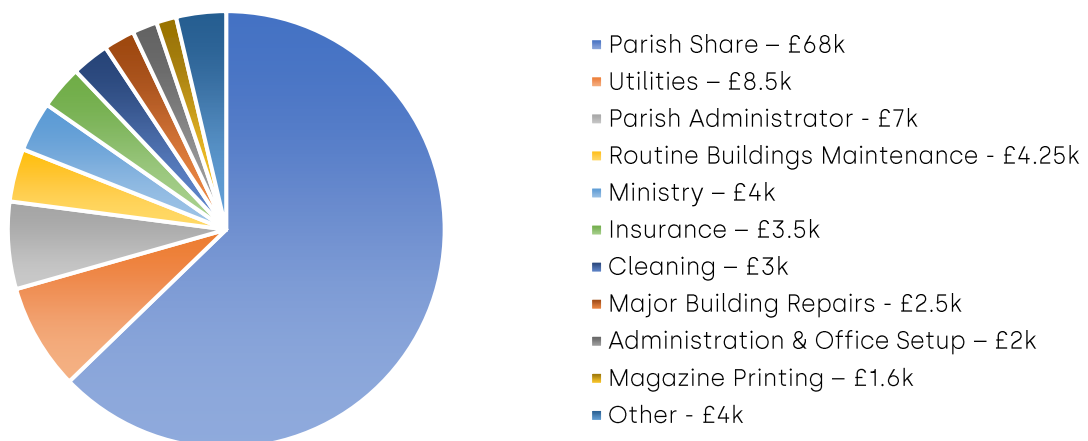
We used Strategic Development Funding (SDF) monies to fund a Parish Administrator (£7k) and office setup (£2k).

Routine maintenance of the church building and grounds cost £4.25K, compared to £5.5K in 2023. We also spent £2.5k on major building repairs, i.e. repointing some of the church walls, which was significantly less than the £10.5k spent in 2023.

In line with our growth plans, expenditure on ministry increased to £4.5k from £3k in 2023. This included resources for our All-Age services, children's groups, work at the local primary school, baptisms and discipleship activities.

The cost of our insurance was £3.5k compared to £3.25K in 2023. We spent £3k on cleaning; significantly more than in previous years as we have started to use a professional cleaning company. There was a small increase (£300) in the annual printing costs for the church magazine.

Payments 2024 - £108k



Total Net Assets

Our Total Net Assets are £113,141.

In addition to this, £742 belonging to Agencies was held in our bank account. This was made up of £704 on behalf of the Children's Society and £38 on behalf of PAFRAS and has been excluded from the Annual Financial Statements on the advice of the Diocese.

Fabric Sub Committee

The Fabric Sub-Committee is responsible for planning and carrying out the maintenance and repair of the church, hall and their associated buildings. Its members are: Nick Pinches (Convenor & Secretary), Matt Broughton, Bernard Williams, Douglas Hamilton and Simon Rolley.

Significant works carried out during 2024 included:

- Replacing glass in lobby door, fitting a loaded door-stop and replacing and redecorating a rotting lintel and door jamb;
- Replacing smoke and heat sensors in the hall and surrounding areas and carrying out routine safety checks;
- Repositioned cupboards in the kitchen;
- Continuing work identified by the 2021 Quinquennial Report i.e. commencing the repointing of external stonework in the church and re-fixing a downpipe bracket loosened by degradation of the stone into which it had been fixed. This work covered only a small area of the affected stonework;
- The wooden handrail near the lobby door entrance was removed to make way for a permanent stand for a salt bin; and
- A new screen motor in church was sourced and fitted.

The PCC is extremely grateful to Nick Pinches who has led the Fabric Team for a number of years now. He will be standing down from this role in 2025.

Sustainability Task Force

This group was established in 2023 to examine ways of increasing the sustainability of our buildings and activities.

In September 2024, this group reported to the PCC that the area with the best cost/benefit impact in terms of sustainability is the hall/porch and chapel.

To increase the sustainability of this area would be a major building project, the main challenge being the hall roof which needs proper insulation and re-felting. It was decided that a new team is needed to deal with this project.

The group also looked at the possibility of installing solar panels on the church roof, and preliminary enquiries were made to see if this would be viable or not.

Grounds Team

2024 saw a few changes to the grounds at St Giles.

A wildflower area was created to the east of the public footpath. Rewilding was also allowed to take place on the steep grassy banks to the north of the church, in line with our policy to improve biodiversity, reduce our carbon footprint and comply with health and safety issues.

The end of August 2024 saw the arrival of storm Lilian, and this wreaked some havoc in the church grounds. A working party was quickly organised to clear up the mess.



November 2024 saw a good turnout for the annual leaf clearing session and at the same time debris and leaves were cleared from the church hall roof.

Plans for 2025 include the removal of ivy to be found growing on the stone walls and trees and the removal of saplings springing up within the grounds.

The PCC are ever grateful to Alan Tomkins and his team for all their work and enthusiasm.

Hall Management

The Church Hall continues to provide a valuable source of income for the church, as well as providing a much-needed resource for the local community. In 2024 we implemented our first price increase since 2019. A significant amount of work went into bringing our pricing structure in line with other local providers. Our aim was to make sufficient income and pay the bills, whilst ensuring our prices were: (1) competitive and (2) also sensitive to the needs of our community. Our new pricing structure still provides a significant discount to non-profit organisations who hire the hall regularly.

Our church hall is used by a wide range of in-house groups, who use our facilities for free, as well as a variety of organisations that hire the space. From craft groups to Girl Guides, dancers to dog trainers, toddlers to charities, kid's parties to yoga - just to name a few. In 2024, we welcomed two new regular hall hirers on board and total income was approximately £7,200, compared to £6,800 in 2023.

The PCC are grateful to Jonathan Bentley for all the work he has done over the last 18 months overseeing all the hall management.

At the end of 2024, Jonathan handed the baton to Sue McKenzie who has taken on the responsibilities; meeting hirers, managing the email inbox, producing invoices etc. Having Sarah Meredith now in post as Parish Administrator created an opportunity for some of the work around payments to be shared. We are incredibly grateful to Sue for her willingness to step into this role.

Risk Management

This was a very stable area throughout 2024 and we now have robust, GDPR compliant, reporting procedures in place. We feel assured that we are increasingly aware of our obligations and confident in applying necessary adjustments to ensure we are able to operate in a way that is welcoming, inclusive and safe.

We are grateful that during 2024 a handful of people were involved in various aspects of our risk management from replacing our first aid kit to shovelling snow! While this area is now being led by a Churchwarden, 'Health & Safety Officer' is still a vacancy we wish to fill.

General Data Protection Regulations (GDPR)

General Data Protection Regulations (GDPR) gives people the right to be informed about how their data is being used. The PCC has a legal obligation to ensure that St Giles is GDPR compliant.

During 2024, we put our new database into good use which enabled Revd Matt to communicate with the congregation at large through the week. It also provided a smooth transition for our new Parish Administrator, Sarah Meredith, to have access to relevant information.

We continue to review our processes but are currently in a very good position in relation to GDPR compliance.

Deanery Synod

We have 3 representatives on the Deanery Synod and they report regularly on its activities to the PCC.

Parish Administrator

During 2024 the PCC was able to recruit a part-time Parish Administrator funded by Diocesan Strategic Development Funding (SDF).

Sarah Meredith joined us in August 2024 and already has made a great deal of difference with her help in assisting the vicar, enabling him to spend more time developing ministry. She also supports other ministry leaders and undertakes a wide variety of organisational administration (e.g. utility providers, hall bookings, communications).

Communications

In 2024, at the APCM, we launched our new brand identity to correlate how we represent ourselves visually with our vision and values.

In the spring of 2024, we launched a new website - and it was soon after reported to PCC that engagement had increased significantly. We are now more confident that our website provides visitors with a useful and exciting experience.

Our social media followers have steadily increased since the launch and in 2024, we reached over 5k local people on Facebook alone. Social media has proved to be a useful tool for communicating our message, especially around key festivals. One user on social media said *"I'm not religious but I love your church. Came on the heritage weekend."*; this is a great reminder that our presence online is an important part of our outreach to the community.

Conclusion

2024 was a fantastic year in the life and ministry of our church. We continue to grow, both in terms of people engaging with our services and ministries, and in spiritual depth and depth of community.

We are incredibly grateful to everyone who works so hard to ensure the foundations of our church remain strong. Particular thanks go to our churchwardens and those who contribute to the finance, fabric and safeguarding of St Giles Church, without whom we couldn't open our doors at all.

God is clearly at work in Bramhope and it is a pleasure to join in with what He is already doing. Everything we do, from cutting the grass to sharing in the Eucharist is in response to God's love and grace. But God is not finished with us and so the work continues in prayer and service as we continue to seek to be followers of Jesus, building community and making a difference.



Annual Financial Statements

Year ending 31 December 2024

Receipts and Payments Account

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	64,720	-	-	-	64,720	56,084
Collections and other giving	7,656	-	-	-	7,656	8,034
Other voluntary receipts	8,201	-	12,063	-	20,265	6,640
Gift Aid recovered	16,651	-	-	-	16,651	15,315
Other receipts	-	-	-	-	-	999
Activities for generating funds	9,523	-	-	-	9,523	12,708
Investment Income	1,004	-	-	-	1,004	429
Receipts from church activities	4,274	-	1,930	-	6,204	4,275
Total Receipts	112,029	-	13,994	-	126,023	104,484
Payments						
Cost of generating funds	129	-	-	-	129	789
Missionary and Charitable Giving	-	-	-	-	-	-
Parish Share	67,853	-	-	-	67,853	65,064
Clergy and Staffing costs	294	-	6,898	-	7,192	421
Church Running Expenses	20,047	64	2,333	-	22,444	16,115
Hall Running Costs	7,908	-	105	-	8,013	4,344
Church Repairs & Maintenance	119	-	2,531	-	2,650	10,706
Hall Repairs & Maintenance	-	-	-	-	-	-
Governance Costs	-	-	-	-	-	-
New Building work	-	-	-	-	-	-
Total Payments	96,351	64	11,867	-	108,282	97,438

Excess of receipts over payments before transfer	15,678	(64)	2,127	-	17,741	7,046
Transfers:						
Gross transfers between funds - in	1,500	-	1,500	-	3,000	24,707
Gross transfers between funds - out	(1,500)	-	(1,500)	-	(3,000)	(24,707)
Excess of receipts over payments before other gains	15,678	(64)	2,127	-	17,741	7,046
Net movement in funds	15,678	(64)	2,127	-	17,741	7,046
Reconciliation of funds						
Excess of receipts over payments at beginning of the year	34,698	54,494	6,208	-	95,400	88,354
Excess of receipts over payments for the year	50,376	54,430	8,334	-	113,141	95,400

Statement of Assets and Liabilities (by code)

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Current Asset - Cash At Bank And In Hand						
6501: Bank current account	24,392	12,452	6,834	-	43,679	26,816
6505: Bank deposit account	25,965	41,978	1,500	-	69,443	68,513
6590: Cash in hand	19	-	-	-	19	71
Total	50,376	54,430	8,334	-	113,141	95,400
Net total assets	50,376	54,430	8,334	-	113,141	95,400
Represented by						
General (Unrestricted)	50,376	-	-	-	50,376	34,698
Designated - Flower	-	-	-	-	-	64
Designated - Net Zero	-	12,452	-	-	12,452	12,452
Designated - Property	-	41,978	-	-	41,978	41,978
Restricted - Children	-	-	3,156	-	3,156	2,148
Restricted - Elderly	-	-	1,903	-	1,903	1,534
Restricted - Fabric	-	-	3,000	-	3,000	2,526
Restricted - SDF Funding	-	-	276	-	276	-
Total	50,376	54,430	8,334	-	113,141	95,400

Fund movement summary

Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
Children							
Restricted	2,148	1,542	534	-	-	-	3,156
Sub-totals	2,148	1,542	534	-	-	-	3,156
Elderly							
Restricted	1,534	388	19	-	-	-	1,903
Sub-totals	1,534	388	19	-	-	-	1,903
General							
Unrestricted	34,698	112,029	96,351	-	-	-	50,376
Sub-totals	34,698	112,029	96,351	-	-	-	50,376
Property							
Designated	41,978	-	-	-	-	-	41,978
Sub-totals	41,978	-	-	-	-	-	41,978
SDF Funding							
Restricted	-	9,058	8,783	-	-	-	276
Sub-totals	-	9,058	8,783	-	-	-	276
Fabric							
Restricted	2,526	3,005	2,531	-	-	-	3,000
Sub-totals	2,526	3,005	2,531	-	-	-	3,000
Net Zero							
Designated	12,452	-	-	-	-	-	12,452
Sub-totals	12,452	-	-	-	-	-	12,452
Flower							
Designated	64	-	64	-	-	-	-
Sub-totals	64	-	64	-	-	-	-
Totals	95,400	126,023	108,282	-	-	-	113,141

Independent examiner's report to St Giles Bramhope PCC

I report to the PCC on my examination of the accounts of St Giles Bramhope for the year ended 31 December 2024.

Responsibilities and basis of report

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

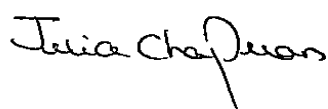
I report in respect of my examination of the accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. Accounting records were not kept in respect of St Giles Bramhope as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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



Julia J C Chapman
FCA, MBA

Riverlea
Moor End
Acaster Malbis
York
YO23 2UH

8 March 2025

Accounts

St Giles' Parochial Church Council, Bramhope
Annual Report for year ending 31 December 2023

Background and Administrative Information

Vision Statement

The 2023 vision of St Giles' is to be a church that is

Following Jesus
Building Community
Making a difference

Our values are:

Authentic

We seek to worship and follow Jesus with authenticity. We're committed to varied forms of worship. We do not believe that one size fits all. We believe that substance is more important than style.

Welcoming

St Giles is for everyone; it is not a club for church goers but a spiritual centre for the whole community. Everyone is welcome at St Giles. No one is excluded.

Generous

We seek to be a generous people who share the love of God with our community. We are generous with the gifts and resources God has given us, our time, skills, and money.

Hopeful

We believe that God has a bright future for our church and our community, we are full of Hope for what God is doing among us. We are prepared to take risks and learn from our mistakes trusting in God's faithfulness.

Background

St Giles' Parochial Church Council (PCC) is responsible for promoting the work in the Parish of the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also responsible for the maintenance of the church, church grounds and the adjoining church hall. The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. The PCC has complied with its duty under s5 of the Safeguarding and Clergy Discipline Measure 2016 and has regard to guidance on safeguarding children and vulnerable adults, a duty which it takes seriously.

Administrative Information

St Giles Church is situated on the junction of Church Hill, Bramhope and the main A660 road from Leeds to Otley. It is part of the Diocese of Leeds within the Church of England and the correspondence address is St Giles Parish Church, Church Hill, Bramhope, LS16 9BA. The church is registered as a charity, charity number 1129657. PCC members are trustees of this charity and therefore have responsibilities to the Charity Commission.

Parochial Church Council

The Vicar, the churchwarden(s), and the Reader are ex-officio members of the PCC, as are three Deanery Synod representatives. They are joined by 12 lay members of the congregation who are elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. Lay members serve for 3 years, with a maximum of two terms, and 4 retire on a rolling basis each year.

Incumbent	Revd Matt Broughton
Churchwardens	Mrs Rachael Fox (from 23 April 2023) Vacancy
Secretary	Mrs Jenni Hall
Treasurer	Mrs Angela Smith
Reader	Mr Jonathan Slater (ex-officio)
Deanery Synod Representatives	Mrs Jacquie Howard
Ex Officio	Mr Bernard Williams
	Ms Val Lee-Priestley

The church holds its APCM in April or May of each year when a new PCC is elected. The 2023-2024 PCC was elected at the APCM on 23 April 2023 and its members are:

Mrs Angela Smith	retires 2026 (2 nd term)
Mrs Joy Smith	retires 2026 (1 st term)
Mrs Hazel Lee	retires 2026 (2 nd term)
Mr Jim Richardson	retires 2026 (1 st term)
Mrs Mary Marshall	retires 2025 (1 st term)
Mrs Joanne Dawdry	retires 2025 (1 st term)
Mrs Jenni Hall (PCC Secretary)	retires 2025 (2 nd term)
Dr Sue Ball	retires 2025 (2 nd term)
Mrs Liz Johnson	retires 2024 (2 nd term)
Mrs Krystyna Novak	retires 2024 (1 st term)
Mrs Sara Leefe	retires 2024 (1 st term)
Ms Suzy Bidgood	

Very sadly, Suzy Bidgood died in October 2023. The PCC gives thanks for her commitment and personal and professional expertise as a member of the PCC. St Giles thanks all members of the PCC who have worked hard over the past year. We thank Nick Pinches who stood down as Churchwarden, after many years' service, in April 2023. We welcome Jim Richardson and Mary Marshall, newly elected lay members of the PCC in April 2023, and also Val Lee-Priestley who attends PCC meetings as a Deanery Synod representative.

The Deputy Wardens were Hazel Lee, Jean Bradshaw, Jean Weatherill, Marion Skirrow, and Sue Ball.

PCC Meetings

The PCC held meetings in January, February, March, May, July, September and November (2 meetings) 2023. All meetings were chaired by Revd Matt Broughton. During the first meeting of the newly elected PCC in May 2023 Nick Pinches was co opted to the PCC as Chair of the Fabric Committee. The average attendance at these PCC meetings was 83%. Six of these meetings were regular business meetings. An extra meeting was held in February 2023 to discuss our new Vision Statement. An additional meeting was held in November to discuss Strategic Development Funding (more of this later in this report). The PCC welcomed Peter Vickers (Net Zero/Sustainability Lead) to our March meeting.

PCC Standing Committee Meetings

The PCC Standing Committee consists of the Vicar, the Churchwarden, the Treasurer, the Secretary and Jacquie Howard (in the absence of a second Churchwarden). It acts for the PCC between full PCC meetings.

It reports on its meetings and decisions to each PCC meeting. During 2023, most Standing Committee meeting were conducted via email. Most discussions were on aspects of fabric maintenance and expenditure, but other strategic issues were discussed.

Other PCC Committees

The other sub committees of the PCC are Finance, Fabric and Communications.

PCC Ministries and Activities during 2023

Worship

Our pattern of two Sunday services, 9.30am for contemporary worship and 11am for Common Worship communion, is now well established. Over the year, the average number of adults attending the 9.30am service was 34 with an average of 14 children. At 11am the average adult attendance was 43. At some particular 9.30am services, eg baptisms, the number was considerably higher. There is some 'double counting' in these statistics because a few people attend both services.

The below graph shows our average Sunday attendance through 2023. The light green records adult attendance and the dark green, children.

Average Sunday Attendance

2023



The structure of the 9.30am service has settled over the year with children's sessions on the first and third Sundays, an all-age Eucharist in the church on the second Sundays, and Café Church held in the hall on the fourth Sunday.

Healing Prayer is offered during communion once a month at the 11am service.

A number of joint Sunday services have been held at 10am during the year when the whole church has joined together. During 2023 these occasions were on Easter Day (attendance 30 children and 111 adults), Coronation Day (May), Harvest (8 October), Toy Service (10 December) and Christmas Day (attendance 14 children and 59 adults). In addition, two Christingle services (raising funds for the Children's Society) were held on Christmas Eve, when a total of over 150 adults and 200 children attended. We estimate that over the Christmas period of 2023 about 500 parishioners visited the church for services, about 12% of the population of the parish.

During the year there were 8 baptisms 11 funerals and 1 memorial service in the church. There were no weddings in church, but 5 are booked for 2024. In addition, during 2023, the vicar presided over 3 interment of ashes/funeral services/burials at other venues.

During the year a Lent Course was held following Part 2 of the Prayer Course – ‘Unanswered Prayer’. An Alpha course was also held in October-November 2023. A 4 week Study course looking at Paul’s letter to the Galatians was held in June 2023 and an Advent Day looking at Art during Advent was held on 3 December 2023. A new initiative in 2023 was a Saturday Women’s Ministry Brunch held on Saturdays in February, May and November. The Vicar has also instituted a series of ‘Welcome Lunches’ on Sundays inviting new church members to join for lunch at the local pub.

Pastoral Care

Pastoral Care remains at the heart of our ministry at St Giles Church. In 2023 June Pickles stood down from her vital role of coordinating our pastoral visiting. Revd Matt has temporarily taken on this role with a view of recruiting a new pastoral visiting team.

Home Communion is received on request and visiting takes place as required.

In 2023 the PCC began a review of pastoral care with the aim of drawing together its various aspects (Home visiting, home communion, healing prayer, Meet and Eat). This work continues into 2024.

Meet and Eat Luncheon Club

The Meet and Eat team have continued their amazing work of hosting a monthly lunch club for the elderly where a delicious homecooked meal is prepared and served in the St Giles Church Hall during the months March—October.

In July 2023 Meet and Eat also had a Strawberry Tea during which a collection for St. George's Crypt raised £125.

Unfortunately, numbers attending the lunch are down from 2022 due to some deaths and increasing disability amongst our regular members. Our regular members number 30-32 now.

The PCC are grateful to all the helpers who work so hard, and also the diners who come every month and make it such a success.

Children and Families

CATS

In 2023 our carers, baby and toddler group (CATS) continued in its mission to serve families in Bramhope by providing a friendly and engaging space for children and their carers to play and make new friends.

In July Gill and Nick Pinches stepped down from leading CATS after 8 years. Nick and Gill have done a fantastic job, and we are so grateful for all they have given.

CATS is now supported by a new team of Matt & Rachel Broughton, David & Susan Robinson and Marrion Corrie.

Our prayer is that CATS would be a place of refreshment and connection for parents, carers and grandparents and the babies and toddlers in their care. It is an invaluable aspect of our ministry and enables us to build community in the village as we sing, play and share stories together.

Bramhope Primary School

During 2023 we continued our efforts to reach the children of Bramhope Primary School. During Lent we facilitated a prayer and reflection space where all children were able to come and experience prayer. The children were particularly energised by praying for the people of Ukraine.

Key Stage 2 joined in with our Christmas Toy Appeal donating toys to be distributed across the city. These children attended church where they heard the Christmas story. KS1 also got to explore the Christmas story through an interactive assembly.

Rev Matt continues to serve as a school governor and has a particular role in inclusion, equality and diversity.

Social Action

The church has continued its programme of social action throughout the year as we attempt to fulfil our role in reaching out to those in need and 'Making a Difference' as part of our Vision Statement.

A weekly collection of foodstuffs and toiletries for destitute asylum seekers in Leeds has continued in partnership with PAFRAS (Positive Action for Refugees and Asylum Seekers) an organisation based in Harehills.

St Giles provided a community hub during the 2023 Leeds Marathon in May, providing refreshments for spectators, and was able to raise £700 to support the Leeds Hospitals Motor Neurone Disease charity.

Throughout the year activities have also taken place to raise funds in support of the Children's Society. The sale of Christmas cards, quizzes, the collections from the Christingle services, collection boxes and other fund-raising activities have all contributed to another very successful year in support of this extremely worthwhile and much needed charity. In 2023 St Giles Children's Society Committee raised a magnificent £4,481.80.

Our Harvest collection of foodstuffs was donated to Caring for Life, St George's Crypt and PAFRAS where it was all most gratefully received. Our annual Christmas collection of clothing and toiletries in aid of the homeless at St George's Crypt was once again very generously supported. £150 was also raised by the Meet and Eat luncheon club for this very worthwhile charity.

We do of course recognise that needs often seem infinite while our resources are limited. Nevertheless, we do hope that through the generosity of church members we can continue to play our part and contribute to meeting those needs in 2024.

Sustainability Task Force

In 2023 the Church Architects were commissioned by the PCC to conduct a sustainability audit on the Church and Church Hall. This discussed a wide range of options for both heating the buildings without fossil fuels and for improving their thermal efficiency by better insulation. Significant improvements are possible, especially to the church hall which was built in the 1970s to standards of insulation which applied then but which are now well behind current norms.

The Fabric Committee and Sustainability Task Force are combining on this project to prepare a proposed "design brief" for the future development of the buildings, which would ideally address three issues: to replace the use of fossil fuels by renewable energy (probably air source heat pumps and solar panels); to provide better insulation, thus reducing the demand for energy; and to refurbish the existing spaces in the church hall to make it an even more effective, multi-purpose facility.

Preparing this proposal will continue in the late winter / spring of 2024, for submission to the PCC.

Meanwhile much better understanding of our present heating systems, its controls and capabilities, have enabled better management of the boilers and reduced gas usage.

PCC Governance and Asset Management during 2023

Safeguarding

Safeguarding is an important and integral part of the Church's worship and activities here at St Giles. Children and vulnerable adults are kept safe and supported. As part of this commitment, PCC members have undertaken training, which, when it is relevantly updated, will become part of a training cycle, either online or in groups. Members have completed both the Safeguarding Foundation and Awareness of Domestic Abuse courses.

With the increase in children's work, new helpers have had DBS checks and also done the required training. During the year the PCC have considered and approved a number of policies giving guidance on Safeguarding procedures and practice. Each PCC meeting has a Safeguarding Report on its agenda as an emphasis of its importance in the life of the work of St. Giles.

During 2023, Mary Marshall took over the role of Parish Safeguarding Officer from Elizabeth Johnson. The PCC thanks Liz for her support and encouragement.

Visitors are informed of Safeguarding by the notices in the Hall and Lobby.

Finance Sub Committee

Angela Smith (Chair and Treasurer), Matt Broughton (Vicar), Gillian Taylor (Planned Giving and Gift Aid Officer - Retiring), Diane Eaton (Planned Giving and Gift Aid Officer – New) and Sue Ball (Envelopes Secretary) are members of this committee. The Committee and the PCC thank Gillian Taylor for her work over the years in administering Planned Giving and Gift Aid.

This Committee covers all aspects of church finance and insurance including Stewardship and Collection envelopes. The PCC is grateful to them all and especially to Angela Smith for her leadership.

Finances

Our overall financial position in 2023 was favourable. Total receipts were £104k and total payments were £97k, generating an excess of £7k. This compares to an excess of £5k in 2022.

Our reserves currently stand at £95k. Of this total, £60k is held in restricted or designated funds. £35k is for general purposes. Our reserves policy is to keep a minimum of £10,000 in the general fund.

Receipts

At just over £104k, our receipts for 2023 were actually slightly down on 2022 when receipts were £108k. This can be accounted for by some exceptional receipts in 2022 including a legacy, a one-off grant for increased energy costs and some one-off donations for building repairs. As below, the underlying trend for our more regular sources of income is positive and very encouraging.

Planned giving is a key element of our financial strategy and it has been pleasing to see a 25% increase in this from £45k in 2022 to £56k in 2023. We offer heartfelt thanks to all those who have recently joined our regular giving scheme and to those who have given faithfully for many years. Collections have also increased significantly by 30% from £6k in 2022 to £8k in 2023. We have acquired a second digital card reader and contactless donations are an increasingly popular method of giving.

We continue to be able to claim gift aid on a high proportion of donations and we received a total of £15.5k in 2023, up from £12.5k in 2022.

Other fund raising comprised hiring out the church hall which generated £7k, the parish magazine which generated £2.5K profit through sales and advertising and our 50:50 club which generated

£780. The 50:50 club closed in August. It has been enormously successful over the years generating a total profit of over £12k but we have decided the time is now right to focus on other ways of generating income. Thanks are due to all those who have given their time and energy during the year to organise and support our fundraising activities.

Fees received for weddings and funerals fell slightly from £2.8k in 2022 to £2.2k in 2023.

The overall indication is that our receipts are on an upward trend and that this trend is directly attributable to church growth.

Payments

Our payments fell to £97k in 2023 from £103k in 2022. This is mainly because we spent less on major building repairs and tree maintenance.

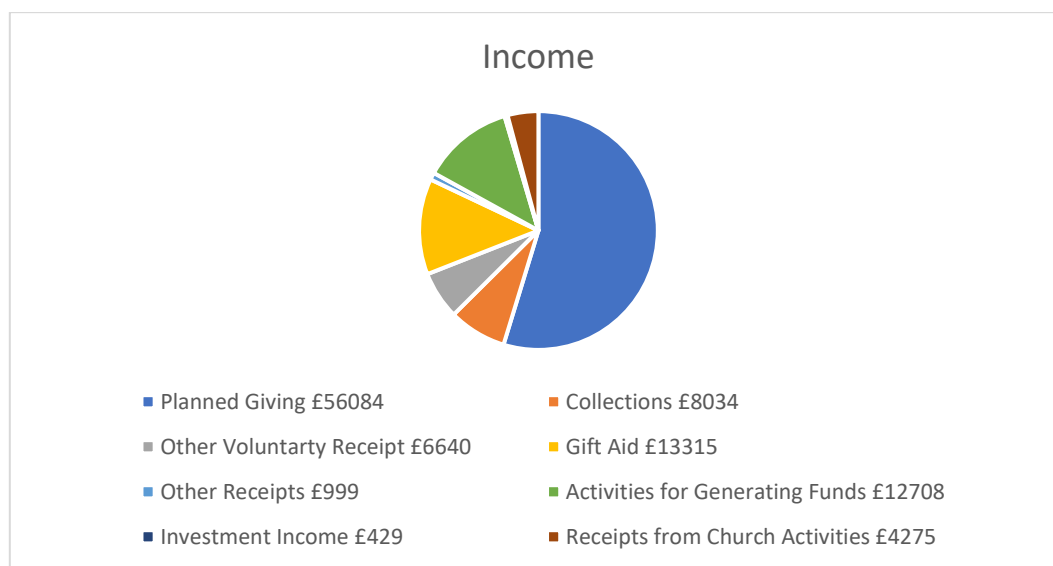
Our biggest item of expenditure is parish share. Our requested share for 2023 was £65,064 and we were pleased to pay this in full.

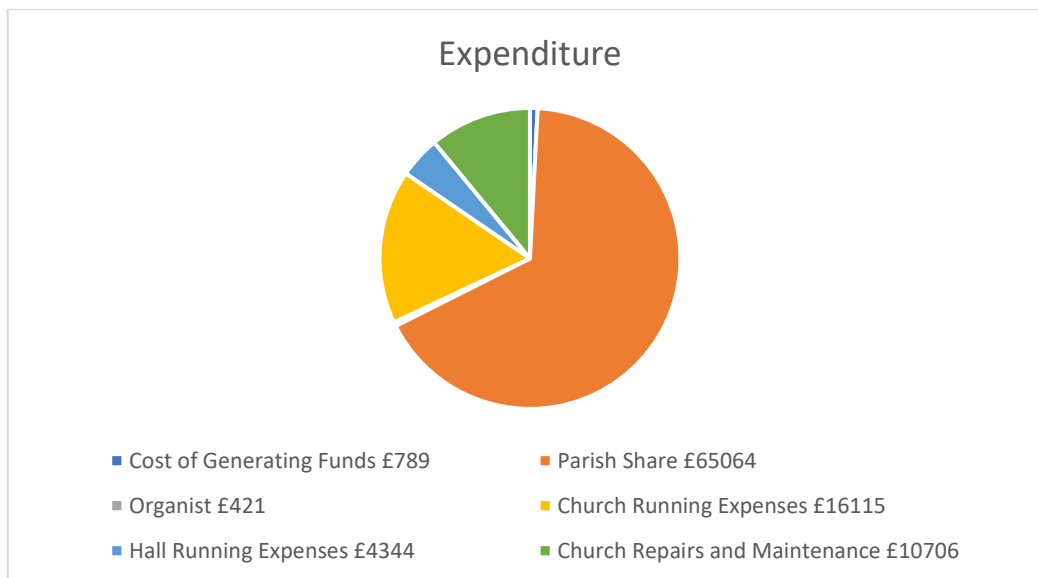
We spent a total of £14k maintaining our buildings and grounds. Major works included repairing the porch roof (£5k) and installing new safety railings around the entrance to the boiler house (£3k). We also commissioned an architect's report to advise on how we might adapt our buildings to make them more sustainable (£2.7k).

Our energy bills totalled £4k. The fixed rates we have recently enjoyed have now come to an end and we expect to spend significantly more on energy next year.

Organist fees are down to £0.3k in 2023 from £1.2k in 2022 as our current regular organist generously volunteers his time free of charge.

Investment in our core activities of worship, mission, discipleship, communications and children's work has increased from £2.5k in 2022 to £4.5k in 2023. We see this as encouraging evidence of church growth.





Strategic Development Funding

In October 2023 the PCC was given the opportunity to apply for some Strategic Development Funding (SDF) from the Diocese. This can only be used to achieve specific aims as follows:

- New church attendees
- New disciples
- New lay leaders
- New ordination candidates
- New church plants

An application was made and funding was awarded in January 2024. The PCC will therefore be looking to recruit an administrative assistant to relieve the vicar of some administrative duties enabling him to spend more time developing ministry, to support ministry leaders and to help with bigger pieces of organisational administration (eg. Utility Providers, Hall Bookings, Communications).

Deanery Synod

We now have 3 representatives on the Deanery Synod and they report regularly on its activities to the PCC.

Fabric Sub Committee

The Fabric Committee is responsible for planning and carrying out the maintenance and repair of the church, hall and their associated buildings. Its members are Nick Pinches (Convenor, Secretary,) Matt Broughton, Bernard Williams, Douglas Hamilton and Simon Rolley.

Significant works carried out during 2023 included:

- The replacement of the lead valley to the North West side of the church porch roof, including the replacement of rotted battens and some broken slates and new under-felt.
- The design, construction and installation of safety railings at the entrance to the boiler house.
- Repairs to the bay window in the Meeting Room in an attempt to prevent moisture ingress at floor level. Further attention to this will be given during 2024.
- Following an H&S Risk Assessment and the approval of PCC, purchased two new ladders to replace two previous ones which did not meet modern safety requirements.

- Re-decorated several outside window frames as per the Quinquennial report requirements.
- Fitted a replacement door closer to the main lobby external door. This has a 'backcheck' feature which resists the door opening too far and too fast, thereby reducing the likelihood of the door being forced open against the stop by high winds.
- Carried routine maintenance on various items and safety checks on fire and other H&S safety systems
- Presented to PCC, proposals for consulting our architect for advice on how to replace our gates to the entrance of the path to the North Porch and to carry out the remaining work outstanding from the last Quinquennial report which mainly consists of repointing stonework and replacing roof flashing previously carried out using incorrect materials.

Risk Management

Firstly, a huge thank you to Nick Pinches for establishing some great foundations in this area before retiring at our last APCM from this role. While this area is now being covered under the role of Churchwarden, 'Health & Safety Officer' it is still considered a vacancy we wish to fill.

Building on the work done previously, the PCC approved some minor amendments to our health and safety policy following regular reviews. We also aimed to establish a regular pattern of fire evacuation drills; following autumn 2022 at the 11am service, we conducted a fire drill at the 9.30 service in October 2023. A fire drill will take place once a year in July, alternating services each year, to ensure we are following current guidance from our insurers. We identified that further work was required to practice safe evacuation in the variety of contexts we are in as a growing church.

Updates have been made to our incident reporting procedures to ensure we are inline with current guidance from insurers, compliant with GDPR and enabling secure digital storage of our records long term.

Grounds team

The grounds team is led by Alan Tomkins who puts together a team of volunteers to maintain the area around the church and the PCC is very grateful for all their help and enthusiasm.

2023 heralded the start of some new measures to help improve the carbon footprint of St Giles. These measures included reducing the use of petrol, increasing biodiversity and generally making the church grounds a more pleasant area to walk through and to look upon. To that end, the ground was prepared and suitable seeds for partly shaded areas were sown to create a 'Perennial Wildflower Meadow' adjacent to the public footpath. This initiative was funded by Leeds City Council, Bramhope in Bloom and St Giles PCC. Continuing along this theme, it is also our intention to rewild the steep banks to the north of the church.

2023 also saw the removal of two holly trees from the carpark entrance that were causing damage to the stone wall, and these were subsequently replaced by one small deciduous tree. Furthermore, several small holly saplings that had the potential to create future problems elsewhere in the grounds were removed.

The large beech tree in the church grounds suffered branch drop in 2023 and the affected branch was removed. The health and viability of this beech tree and other trees will continue to be monitored periodically and hopefully 2024 will see our meadow and the trees flourish.

Hall Management

The Church Hall continues to provide valuable income for the church as well as providing a resource for the community. For example, the church heavily discounts the use of the hall by the non-profit organisations as they are a vital part of the community.

Bramhope WI is also based at the church hall, meeting monthly. There are also occasional children's parties and Rotary Group events.

Throughout the winter months there are smaller groups meeting such as Knit and Natter and Meet and Eat which help bring members of the community together. Meet and Eat is very much aimed at the older members of the village. These groups and children and toddler groups use the hall without charge.

The bulk of the hall income comes from the regular hirers. There were only two regular weekly hall hirers up to December 2023; a dance group and a martial arts group. Sadly the martial arts club lost a lot of its membership during COVID, never really recovered and has now closed its Wednesday evening session. Almost at the same time we were lucky enough to pick up a baby art group on Tuesday mornings which has got the hall finance back where we were and we're currently in negotiations with a third regular hirer.

Total income was approx. £6800.00

The non-profit organisations contributed £850.00

The regular hirers contributed £4700

The adhoc hall users contributed £1230.00

The PCC are grateful to Jonathan Bentley for all the work he has done in organising hall bookings since the sad demise of Suzy Bidgood.

General Data Protection Regulations (GDPR)

General Data Protection Regulations (GDPR) gives people the right to be informed about how their data is being used. The PCC has a legal obligation to ensure that St Giles is GDPR compliant.

Last year we asked all those who call St Giles 'home' to resubmit their contact information and communication preferences in our new Church Family database which is securely collected and stored in accordance with GDPR.

In 2023 we completed the GDPR audit and discussed a range of actions with the PCC. Many actions are ongoing to review our data at regular intervals and others are being addressed individually in due time. The PCC want to thank Laura Hill for her expertise and support through this process.

Conclusion

St Giles continues to provide a Christian presence in Bramhope. We feel that our work in Bramhope and beyond has been given a new focus and emphasis following on from our re-examination of our vision and values during 2023. Our worshipping community is expanding, especially at the younger end of the age range, and we feel this is a real sign of God's work among us. A review of the pastoral care we offer (mainly but not exclusively amongst the older population) will continue during 2024. Our finances have grown in 2023 in line with our expanding community, enabling us to pay our parish share in full, which not only pays for Matt but also supports ministry and mission across our diocese particularly in areas of

deprivation. Our commitment to a greener planet is shown both by our Sustainability Team and by our work in our own 'God's Acre'. With support from the Strategic Development Fund, we look forward to another year of growth.

31 December 2023



End of Year Financial Statements

Year ending 31 December 2023

Receipts and Payments Account

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	56,084	-	-	-	56,084	44,819
Collections and other giving	8,034	-	-	-	8,034	6,046
Other voluntary receipts	3,689	-	2,951	-	6,640	23,825
Gift Aid recovered	15,315	-	-	-	15,315	12,543
Other receipts	999	-	-	-	999	1,463
Activities for generating funds	12,708	-	-	-	12,708	14,318
Investment Income	429	-	-	-	429	182
Receipts from church activities	3,297	-	978	-	4,275	4,738
Total Receipts	100,555	-	3,929	-	104,484	107,934
Payments						
Cost of generating funds	789	-	-	-	789	1,532
Missionary and Charitable Giving	-	-	-	-	-	-
Parish Share	65,064	-	-	-	65,064	66,064
Clergy and Staffing costs	421	-	-	-	421	1,335
Church Running Expenses	13,897	807	1,411	-	16,115	20,857
Hall Running Costs	4,344	-	-	-	4,344	5,780
Church Repairs & Maintenance	-	-	10,706	-	10,706	7,190
Hall Repairs & Maintenance	-	-	-	-	-	-
Governance Costs	-	-	-	-	-	-
New Building work	-	-	-	-	-	-
Total Payments	84,514	807	12,117	-	97,438	102,757
Excess of receipts over payments before transfer	16,041	(807)	(8,188)	-	7,046	5,176
Transfers:						
Gross transfers between funds - in	6,040	12,492	6,175	-	24,707	4,609
Gross transfers between funds - out	(18,667)	(40)	(6,000)	-	(24,707)	(4,609)
Excess of receipts over payments before other gains	3,414	11,645	(8,013)	-	7,046	5,176
Net movement in funds	3,414	11,645	(8,013)	-	7,046	5,176

Reconciliation of funds

Excess of receipts over payments at beginning of the year	31,284	42,849	14,221	-	88,354	83,177
Excess of receipts over payments for the year	34,698	54,494	6,208	-	95,400	88,354

Statement of Assets and Liabilities (by code)

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
Current Asset - Cash At Bank And In Hand						
6501: Bank current account	11,092	12,516	3,208	-	26,816	20,101
6505: Bank deposit account	23,535	41,978	3,000	-	68,513	68,129
6590: Cash in hand	71	-	-	-	71	124
Total	34,698	54,494	6,208	-	95,400	88,354
Net total assets	34,698	54,494	6,208	-	95,400	88,354
Represented by						
General (Unrestricted)	34,698	-	-	-	34,698	31,284
Designated - Flower	-	64	-	-	64	201
Designated - Net Zero	-	12,452	-	-	12,452	-
Designated – Property (Witham)	-	41,978	-	-	41,978	41,978
Designated - Worship Development	-	-	-	-	-	670
Restricted - Children	-	-	2,148	-	2,148	1,549
Restricted - Elderly	-	-	1,534	-	1,534	1,534
Restricted - Fabric	-	-	2,526	-	2,526	11,138
Total	34,698	54,494	6,208	-	95,400	88,354

Fund movement summary

	Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
Children								
Restricted		1,549	978	379	-	-	-	2,148
Sub-totals		1,549	978	379	-	-	-	2,148
Elderly								
Restricted		1,534	-	-	-	-	-	1,534
Sub-totals		1,534	-	-	-	-	-	1,534
General								
Unrestricted		31,284	100,555	84,514	(12,627)	-	-	34,698
Sub-totals		31,284	100,555	84,514	(12,627)	-	-	34,698
Property (Witham)								
Designated		41,978	-	-	-	-	-	41,978
Sub-totals		41,978	-	-	-	-	-	41,978
Fabric								
Restricted		11,138	2,951	11,738	175	-	-	2,526
Sub-totals		11,138	2,951	11,738	175	-	-	2,526
Net Zero								
Designated		-	-	-	12,452	-	-	12,452
Sub-totals		-	-	-	12,452	-	-	12,452
Worship Development								
Designated		670	-	670	-	-	-	-
Sub-totals		670	-	670	-	-	-	-
Flower								
Designated		201	-	137	-	-	-	64
Sub-totals		201	-	137	-	-	-	64
Totals		88,354	104,484	97,438	-	-	-	95,400

Independent examiner's report to St Giles Bramhope PCC

I report to the PCC on my examination of the accounts of St Giles Bramhope for the year ended 31 December 2023

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. Accounting records were not kept in respect of St Giles Bramhope as required by section 130 of the Act ; or
2. The accounts do not accord with those records .

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



Joyce R Liddle

FCA , CTA

2 The Rowans

Bramhope

Leeds

LS16 9DZ

01 February 2024

Accounts

St Giles' Parochial Church Council, Bramhope

Annual Report for year ending 31 December 2022

Background and Administrative Information

Vision Statement

The 2022 vision of St Giles' is to be a church that worships, welcomes, and shares God with all our community and beyond.

Mission Statement

St Giles' exists in order to

- Worship God – Father, Son and Holy Spirit
- Proclaim the gospel of Jesus Christ
- Look for God's kingdom in the world
- Nurture the family of the church
- Work for peace and justice

Background

St Giles' Parochial Church Council (PCC) is responsible for promoting the work in the Parish of the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also responsible for the maintenance of the church, church grounds and the adjoining church hall. The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. The PCC has complied with its duty under s5 of the Safeguarding and Clergy Discipline Measure 2016 and has regard to guidance on safeguarding children and vulnerable adults, a duty which it takes seriously.

Administrative Information

St Giles Church is situated on the junction of Church Hill, Bramhope and the main A660 road from Leeds to Otley. It is part of the Diocese of Leeds within the Church of England and the correspondence address is St Giles Parish Church, Church Hill, Bramhope, LS16 9BA. The church is registered as a charity, charity number 1129657. PCC members are trustees of this charity and therefore have responsibilities to the Charity Commission.

Parochial Church Council

The Vicar, the churchwardens, and the Reader are ex-officio members of the PCC, as is a Deanery Synod representative. They are joined by 12 lay members of the congregation who are elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. Lay members serve for 3 years, with a maximum of two terms, and 4 retire on a rolling basis each year.

Incumbent

Revd Matt Broughton

Churchwardens	Mr Nick Pinches Mrs Rachael Fox (from 8 May 2022)
Secretary	Mrs Jenni Hall
Treasurer	Mrs Angela Smith
Reader	Mr Jonathan Slater (ex-officio)
Deanery Synod Representative	Mrs Joy Smith (ex-officio)

The church holds its APCM in April or May of each year when a new PCC is elected. The 2022-2023 PCC was elected at the APCM on 8 May 2022 and its members are:

Mr Bernard Williams	retires 2025 (2 nd term)
Mrs Joanne Dawdry	retires 2025 (1 st term)
Dr Sue Ball	retires 2025 (1 st term)
Mrs Jenni Hall (PCC Secretary)	retires 2025 (2 nd term)
Mrs Liz Johnson	retires 2024 (2 nd term)
Ms Suzy Bidgood	retires 2024 (1 st term)
Mrs Krystyna Novak	retires 2024 (1 st term)
Mrs Sara Leefe	retires 2024 (1 st term)
Vacancy	retires 2023
Mrs Jacquie Howard	retires 2023 (1 st term)
Mrs Angela Smith (PCC Treasurer)	retires 2023 (1 st term)
Mrs Hazel Lee	retries 2023 (1 st term)

St Giles thanks all members of the 2021-22 and 2022-23 PCC who have worked hard over the past year helping and supporting our new Vicar, Revd Matt Broughton, as he and his family settled in Bramhope. Thanks are also due to Eddie Whitehead and Sarah Shay who retired from the PCC during 2022. We thank Joanne Dawdry and Sue Ball who were newly elected as lay members of the PCC in May 2022.

The Deputy Wardens were Hazel Lee, Jean Bradshaw, Jean Weatherill, Marion Skirrow, and Sue Ball.

PCC Meetings

The PCC held regular meetings in January, March, May, July, and November 2022. All meetings were chaired by Revd Matt Broughton. The average attendance at these meetings was 82%. During the year the PCC were sad to receive the resignation of our organist, Bob Baker due to ill health. Sadly, Bob died soon after. The PCC also made important decisions about COVID mitigation during the year, resulting in the reestablishment of communion administered from the high altar. There was a successful Archdeacon's

Visitation in November 2022. In addition, the PCC held an 'Away Day' in September 2022 at St Paul's Ireland Wood, looking back at an eventful 2022 and forward to future plans and growth.

PCC Standing Committee Meetings

The PCC Standing Committee consists of the Vicar, the Churchwardens, the Treasurer and the Secretary. It acts for the PCC between full PCC meetings. It reports on its meetings and decisions to each PCC meeting. During 2022, the Standing Committee met physically on 2 occasions but were continually in communication via email. Most discussions were on aspects of fabric maintenance and expenditure, but a variety of other subjects were discussed including yearly service planning, remaining COVID mitigation measures, tree surgery, and a review of church insurance.

Other PCC Committees

The other sub committees of the PCC are Finance, Fabric and Communications.

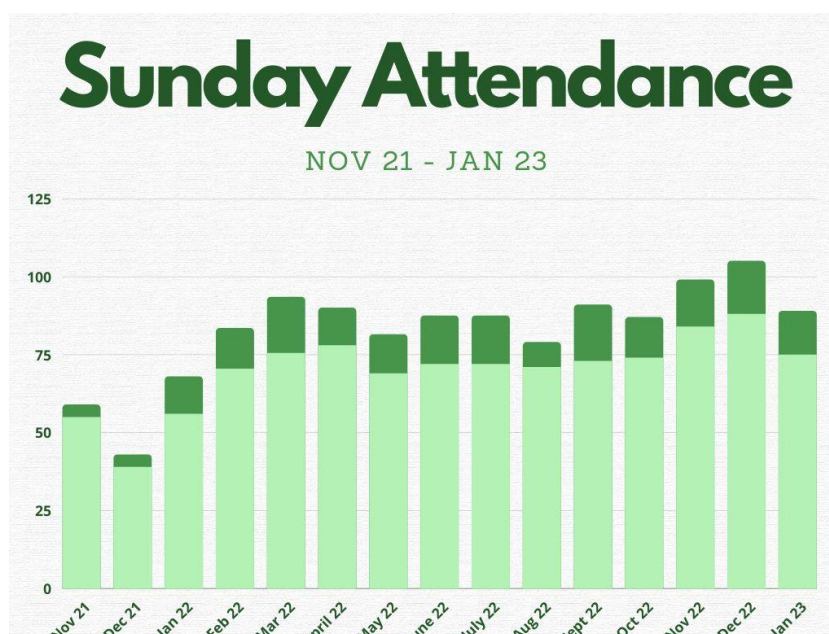
PCC Ministries and Activities during 2022

Worship

The opening line of our Mission Statement is 'Worship God – Father, Son and Holy Spirit'. We continue to rise to this challenge. Towards the end of 2022, the PCC started work on developing a new Vision Statement, and this work will continue in 2023.

Part of the reasoning behind Revd Matt Broughton's appointment as a full time Vicar at St Giles was to task him with establishing a new Sunday worship pattern with two Sunday morning services, a contemporary styled one at 9.30am specifically aimed at young families, and a traditional Common Worship Communion Service at 11am. This was achieved very early on with our first 9.30am contemporary service being held on 9 January 2022. 30 adults and 8 children attended this service, with 50 adults attending the Common Worship Communion service at 11am on the same day. Over the year, the average number of adults attending the 9.30am service was 34 with an average of 14 children. At some particular services, eg baptisms, the number was considerably higher. The attendance at 11am services has remained steady at about 40 adults on average. There is some 'double counting' in these statistics because a few people attend both services.

The below graph shows our average Sunday attendance through 2022. The light green records adult attendance and the dark green, children.



The 9.30am service has evolved over the year with sessions of Godly Play in April 2022 and the starting of specific children's groups during the service. On the second Sunday of each month there is an all-age Eucharist in the church and on the fourth Sunday there is Café Church held in the hall.

We were pleased to reinstitute our Healing Prayer Group during the year. This had been discontinued during COVID. Healing Prayer is offered during communion once a month at the 11am service.

A number of joint Sunday services have been held at 10am during the year when the whole church has joined together. During 2022 these occasions were on Easter Day, the Queen's Jubilee celebration, Harvest (9 October), Toy Service (11 December) and Christmas Day. In addition, two Christingle services were held on Christmas Eve, when a total of over 200 adults and 100 children attended.

During the year there were 11 baptisms, 2 weddings, and 9 funerals in the church. In addition, the vicar presided over 2 interments of ashes and one memorial service.

During the year a Lent Course was held following the Part 1 of 'The Prayer Course', an 8 week journey through the Lord's Prayer. This was well attended and Part 2 of the course is planned for Lent 2023. An Alpha course was also held in October-November 2022. Church services were also held to mark the sad death of Queen Elizabeth II in September. The church welcomed visitors in September 2022 when the church was open for the Heritage Open Day.

Pastoral Care

The Pastoral Care Team has over the last year continued to maintain contact with members of the St Giles congregation who have suffered bereavement, ill health, are housebound or now resident in a nursing home. Cards, flowers, or small gifts are delivered where appropriate. Christmas and Easter cards are also sent on behalf of the church. Friends are encouraged to keep in contact with those isolated by poor health.

Thank you to all the team for their continued support and those members of the congregation who keep us updated with the names and contact details where appropriate.

Much appreciation also to the Healing Prayer Group and to the Vicar who have provided spiritual comfort for those in need.

Meet and Eat Luncheon Club

In July Meet and Eat had a Strawberry Tea which was enjoyed by 40 of our members. A collection for St. George's Crypt at the event raised £150.

Meet and Eat has met monthly at lunchtime since September 2022.

The PCC are grateful to all the helpers who work so hard, and also the diners who come every month and make it such a success.

Children and Families

1 CATS has met 30 times in 2022 with an average of 18 adults and 20 children attending.

Attendance in the Autumn term has been down. This we can attribute to

1. A great deal of illness around.
2. Missing out on new babies born during COVID so not becoming established members of the family.
3. Many more corporate groups for children have started up.

Further advertising will hopefully improve the figures. We have contacted Midwives, NCT etc and are making a push on social media.

We are pleased to see a number of families are becoming regulars at our 9.30am Sunday services.

CATS Toddler Praise, which meets monthly, has met 7 times in 2022 with an average of 12 children attending. Once again the leadership has been split between Revd Matt and Gill Pinches and various bible stories have been covered.

Thank you to all our loyal helpers especially Susan & David Robinson and Marion Corrie and all the kitchen team.

2 The Vicar has been building on his connections with Bramhope Primary School. In 2022 Revd Matt took assemblies to mark Lent, Easter, Remembrance, and Christmas. Key Stage 2 Children also visited St Giles for their Christmas service.

Social Action

The church has continued its programme of social action throughout the year as we attempt to fulfil our role in reaching out to those in need.

A weekly collection of foodstuffs and toiletries for destitute asylum seekers in Leeds has continued in partnership with PAFRAS (Positive Action for Refugees and Asylum Seekers).

Throughout the year activities have also taken place to raise funds in support of the Children's Society. The sale of Christmas cards, quizzes, the collections from the Christingle services, collection boxes and other fund-raising activities have all contributed to another very successful year in support of the work of this extremely worthwhile and much needed charity. In 2022 St Giles Church Children's Society Committee raised £4398.90.

Our Harvest collection was donated in support of Caring for Life, a local Christian charity which for many years has provided support and accommodation for the vulnerable.

In partnership with Bramhope Primary School our annual Toy Service resulted in the donation of a huge number of toys for distribution by Leeds Social Services Department to needy children.

Our annual Christmas collection of clothing and toiletries in aid of the homeless at St George's Crypt was once again well supported and highly successful.

We raised £480.24 for the British Red Cross Ukraine Crisis Appeal at the Sunday service on 27 February 2022, and CATS also raised £299.24 for the DEC Ukraine Appeal in March 2022.

However, despite this successful programme of activities we recognise that the needs often seem infinite while our resources are limited. Although much was achieved throughout 2022, it has been decided to review our activities during 2023 to ensure that, in partnership with others, we are all working to the greatest effect.

Sustainability Task Force

In the summer of 2022, the Vicar proposed the establishment of an informal “Net Zero” task force to consider ways in which St Giles could reduce its carbon footprint and so contribute to the national church’s ambition to be carbon net zero. Sue Ball, Joanne Dawdry, Richard Fox and Peter Vickers offered to serve on this group alongside Matt himself.

As well as being the “right thing to do” in itself, reducing our bought-in energy consumption has of course become an urgent matter for the financial health of the church. Russia’s invasion of Ukraine will result in a big increase in our cost of energy once the current fixed price contracts for gas and electricity expire in 2023. Therefore, there are strong financial as well as moral & spiritual reasons to see how we can reduce our bought-in energy usage, as quickly as possible.

Our own carbon emissions come primarily from the gas boilers which are used to heat the Church and church hall.

This informal group, now known as the Sustainability Task Force (STF), has met three times in July, September and November. Working closely with the Fabric Committee the STF has carried out the following activities in 2022:

- Since we are already paying for renewably generated electricity, we agreed that the most urgent matter (environmentally) for attention is our gas usage. Of course, we also want to reduce electricity usage as well, on financial grounds.
- Having reviewed the Church’s national and diocesan information and advice, we used the checklist in “A Practical Path to Net Zero Carbon” to identify and assess the greatest sources of energy usage, and then to think about how the priorities will be determined by the interplay of: scale of impact; technical feasibility; and cost.
- From this review, and in conjunction with the Fabric Committee’s own review of the buildings we think there is a big opportunity greatly to improve the “thermal efficiency” of the church hall, which (now almost 45 years old) does not have contemporary standards of insulation. The roof needs renovating anyway, so there is a chance for a double gain.
- Therefore the Fabric Committee and the STF made a combined proposal to PCC, which has been approved, to commission the Church Architect to undertake a feasibility study on how both the Church Hall and the Church can improve their thermal efficiency. The Architect’s survey is due to take place in January 2023 (funding for this feasibility study has already been offered by a member of the congregation, so no cost falls on the PCC for this work).
- The installation of more sophisticated control systems (Hive) has enabled the timers and thermostats for the boiler to be set with more accuracy. First trials have already indicated that reductions in energy use are possible even with the existing systems.

PCC Governance and Asset Management during 2022

Safeguarding

During 2022 Liz Johnson was the parish safeguarding officer.

Safeguarding is an integral part of the Church's worship and activities here at St Giles. This ensures that children and vulnerable adults are kept safe and supported. Visitors are informed of this by the notices in the Hall and Lobby.

As part of this commitment, PCC members have undertaken further training. This has been online, some carried out in groups, and other achieved independently. Members have completed both the Safeguarding Foundation and Awareness of Domestic Abuse courses.

With the increase in children's work, new helpers have had DBS checks and also done the required training. During the year the PCC have considered and approved a number of policies giving guidance on Safeguarding procedures and practice.

Finance Sub Committee

Angela Smith (Chair and Treasurer), Matt Broughton (Vicar), Gillian Taylor (Planned Giving and Gift Aid Officer), Sue Ball (Envelopes Secretary) and Aimee Beckett are members of this committee.

This Committee covers all aspects of church finance and insurance including Stewardship and Collection envelopes. The PCC is grateful to them all and especially to Angela Smith for her leadership.

Finance

Income

Our income in 2022 was £107,933, up significantly from the 2021 figure of £81,315.

Planned giving is the backbone of our income strategy and it has been pleasing to see a significant increase in this from £39,946 in 2021 to £44,819 in 2022. We are enormously grateful to our established regular givers and those who have joined our regular giving scheme over the last 12 months.

Income from collections also increased significantly from £3,663 in 2021 to £6,045 in 2022. The digital card reader is very popular with the amount collected by card at Sunday services regularly exceeding that collected by cash.

We continue to be able to claim gift aid on a high proportion of donations and received a total of £12,143 in 2022.

A number of other generous donations were made during the year, including a legacy of £12,452 and donations totalling £7,000 for the repair of the belfry.

Other fund raising comprised the 50:50 club which generated £1,500 profit, the parish magazine which generated £2,000 profit and the hiring of the church hall which generated £7,108, up markedly from £3,713 in 2021. Thanks are due to all those who organised and supported these fundraising activities.

Fees received for weddings and funerals fell from £3,756 in 2021 to £2,890 in 2022. This is mainly due to a peak in demand for weddings in 2021 following lockdown.

The overall indication is that our income has now recovered from the challenges of the pandemic and we are optimistic about future growth.

Expenditure

Our expenditure increased from £73,477 in 2021 to £102,757 in 2022.

Our biggest item of expenditure is parish share. Our requested share for 2022 was £65,064 and we were pleased to be able to pay this in full as well as paying £1,000 towards our historic arrears. This contrasts with 2021 when we paid £55,072 (80% of the requested share).

Expenditure on buildings and ground maintenance was significantly higher in 2022 than the previous year. Two major items were the repair to the belfry which cost £7,000 and the maintenance of the trees which cost £5,000.

In line with our growth plans, we have made additional investment in our church services and outreach work by buying equipment and training to support new initiatives. We have also spent more on organist fees as we have resumed a weekly traditional service following the pandemic.

Reserves

Our reserves currently stand at £88,353. Of this total, £57,069 is held in restricted or designated funds. £31,284 is for general purposes. Having reviewed our regular outgoings and assessed the financial risks to which we are exposed and the mitigations in place, the PCC has agreed a reserves policy of keeping a minimum of £10,000 in the general fund.

Deanery Synod

Joy Smith is our representative on this Synod and has reported to the PCC on its proceedings during 2022. The Deanery boundaries have been redrawn and St Giles now finds itself in the Leeds NW Deanery, rather than the Headingley Deanery. For St Giles the new boundaries make only a marginal difference.

Fabric Sub Committee

Nick Pinches (Chair) Joanne Dawdry (Secretary), Matt Broughton, Bernard Williams and Douglas Hamilton are members of this sub committee.

The sub committee is responsible for planning and carrying out the maintenance and repair of the church, church hall and their associated buildings. Significant works carried out in 2022 include:

- the replacement of four double glazed window units in the hall,
- the temporary replacement of some roofing slates which had been dislodged by high winds from the north porch, (permanent replacement is planned for May 2023),
- the painting of white lines on the car park to identify no parking areas for fire escape purposes,
- the fitting of a defibrillator in the car park,
- the emergency removal of the weathervane, it's later replacement, and the securing and re-pointing of some of the bellcote stonework,
- the relaying and re-pointing of the flagstones outside the lobby entrance,
- the application of solar reflective paint to the flat roof area,
- the refitting of the existing south nave window guards,
- the installation of a new wireless heating control system
- the refurbishment of the Christmas lights harness on the wall of No 9 Church Hill and the replacement of incandescent bulbs with LED equivalents.

After the expenditure of significant time, effort and expense, we arranged to fell a few diseased and hazardous trees and to trim several others in the church grounds, some of which were hazarding our neighbours' properties.

There remain a few potentially costly items identified in the 2021 Quinquennial Report which the sub committee are planning to seek PCC approval to complete before the next inspection in 2025.

Risk Management

A thorough review of our Fire Risk Assessment has been carried out by Nick Pinches and resulted in the painting of white lines in the car park, the training of Fire Officers and culminated in a successful trial evacuation of the premises after a church service in December 2022. Following a visit by an assessor from our insurance company EIG, at their request, a risk assessment on working at height has been carried out. As a result, this indicated the need to tighten our procedures and training where members of our congregation need to take at least one step off the floor to perform their duties. This has been discussed with the people concerned and is on-going. Our Health and Safety Policy has been reviewed (a copy is available on the notice board in the Hall) and procedures concerning the safety of the Grounds Team when operating grass-cutting machinery are being refreshed. The Fabric Committee are also working on a solution to reduce the risk of falling from the top of the embankment walls at the entrance to the boiler house.

With Nick's retirement from the position of Churchwarden, a vacancy now exists for a Risk Management Officer.

Grounds team

This team is led by Alan Tomkins who organises a team of volunteers to maintain the church grounds. We are grateful for their continued work in particular during this last year when there has been a considerable amount of work on the trees in the churchyard. Our grounds are very visible from the main road and their tidy condition therefore provides an excellent showcase for our church.

Defibrillator

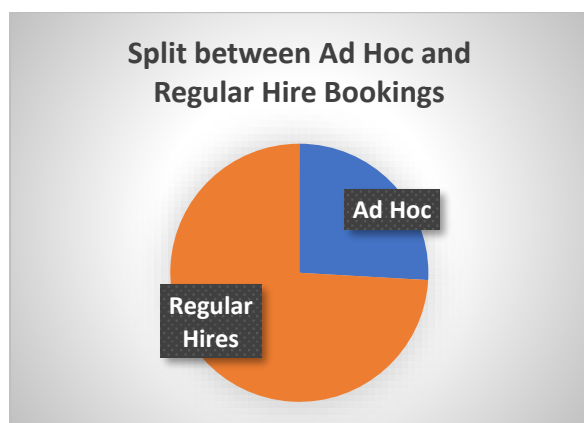
Our Women's Fellowship, which sadly 'closed its doors' during 2021, wished to donate their remaining funds towards the installation of a defibrillator at church. This was installed in the car park in August 2022, and thankfully has not needed to be used so far, but is in place for the local community. The PCC is grateful to the Women's Fellowship, Joy Smith, the Bramhope Trust and Glyn Jones for their support in making this happen. Hazel Smith and Sue Ball have also helped in organising training.

Hall Management

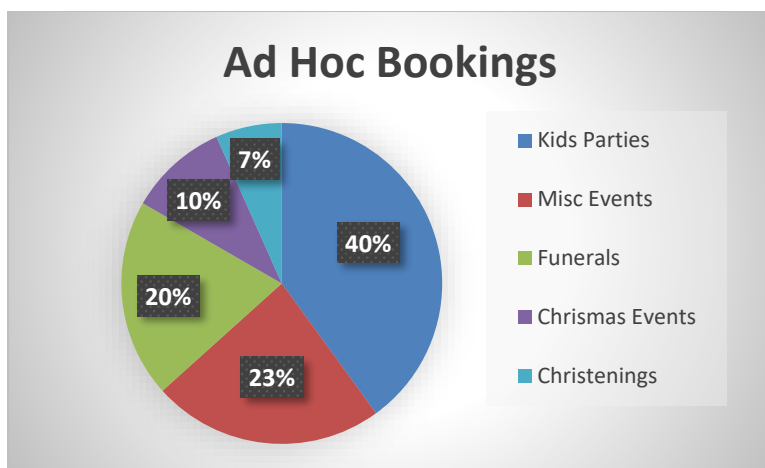
The Hall Management Team deal with maintenance and bookings for the church hall. Suzy Bidgood leads this with commitment and efficiency and we have much to thank her for.

During 2022 the total income received from hiring out the hall between January - December rose to over £7k. During 2021 it was £3.7k. Most regular December hire bookings were paid in January, so these amounts (approx. £1k) will be included in 2023's total income.

Ad hoc bookings in 2022 amounted to approximately 25%, and **regular hires** 75%, of income.



Most ad hoc bookings were one-off events, consisting mainly of Kids Parties and Funeral Refreshment gatherings.



A big thank you to all our hirers, new and established, who have helped us increase this income, a vital source of support for the church. We appreciate your choosing St. Giles Hall for your events, and we look forward to our ongoing partnerships in 2023.

Communications Sub Committee

Matt Broughton (Chair), Rachael Fox, Gill Pinches are members of this sub committee.

This sub committee, has continued to play an important role in organising the communication of our services and managing our online presence as well as the St Giles Review monthly magazine. Some 2022 highlights include:

- New term programmes and new look posters for our external notice board
- New Welcome desk
- Changes to the design of the magazine
- Establishing a presence on Instagram

We spent some time reviewing data in order to understand how individuals connect with us online. Some conclusions that came out of this include the need to ensure our website is more easily accessible for mobile users and more dynamic to enable easier access for those wishing to find out more about St Giles.

We would like to utilise email communication to a greater extent to keep church members well connected to the latest news and notices as well as ensuring that those with no emails are kept fully informed as well.

We are excited to see the St Giles story evolve as we grow as a church and look to the future with a refreshed vision; we hope the Communications Sub Committee can serve our church well playing their part to enable this.

General Data Protection Regulations (GDPR)

General Data Protection Regulations (GDPR) gives people the right to be informed about how their data is being used. The PCC has a legal obligation to ensure that St Giles is GDPR compliant.

Some work has been done previously by Sarah Shay and Angela Smith to lay the foundations for good practice in this area – our thanks to them – but in 2022 we began the process of a full Data Audit to assess our compliance.

In 2022 Rachael Fox, our new GDPR officer, began the essential task of a full Data Audit with ad-hoc support from Laura Hill , who has offered to give some of her time to volunteer in this area.

As a result:

- An updated Data Policy has been published on our website <https://stgilesbramhope.org.uk/data-policy>.
- We have established a new storage system for data enabling greater security for information held.

During 2023 we aim to complete the Data Audit and act on key recommendations with urgency and refresh the membership database to enable better, and GDPR compliant, communication with the congregation at large.

Conclusion

St Giles continues to provide a Christian presence in Bramhope. We feel very blessed by the ministry of our Vicar and the PCC supports him wholeheartedly in the establishment of our new church services aimed specifically at young families and children. We look forward to its growth in the next year whilst also cherishing our commitment to the traditional Common Worship liturgy of the Church of England. We look forward in the next year to developing our commitment to sustainability in working towards Net Zero, to a rethinking of our work in the wider community and to continuing to act as the parish church for our community. Further details of all that goes on at St Giles' can be found on our parish website (stgilesbramhope.org.uk), our Facebook page and our Instagram page.

31 December 2022



End of Year Financial Statements

Year ending 31 December 2022

Statement of Financial Activities

	Unrestricted Total funds funds	Designated Prior year funds total funds	Restricted funds	Endowment funds		
Receipts						
Planned giving	44,819	—	—	—	44,819	39,946
Collections and other giving	6,045	—	—	—	6,045	3,663
Other voluntary receipts	16,786	102	6,936	—	23,824	8,104
Gift Aid recovered	12,143	—	400	—	12,543	11,221
Other receipts	501	—	962	—	1,463	153
Activities for generating funds	14,317	—	—	—	14,317	13,394
Investment Income	181	—	—	—	181	90
Receipts from church activities	3,619	—	1,118	—	4,737	4,741
Total income	98,415	102	9,416	—	107,933	81,315
Payments						
Cost of generating funds	1,531	—	—	—	1,531	3,377
Missionary and Charitable Giving	—	—	—	—	—	—
Parish Share	66,064	—	—	—	66,064	55,072
Clergy and Staffing costs	1,334	—	—	—	1,334	800
Church Running Expenses	13,678	259	6,918	—	20,856	10,627
Hall Running Costs	5,298	135	345	—	5,779	3,600
Church Repairs & Maintenance	—	—	7,190	—	7,190	—
Hall Repairs & Maintenance	—	—	—	—	—	—
New Building work	—	—	—	—	—	—
Governance Costs	—	—	—	—	—	—
Total expenditure	87,907	395	14,455	—	102,757	73,476
Net income / (expenditure) resources before transfer	10,508	(293)	(5,038)	—	5,176	7,838
Transfers						
Gross transfers between funds - in	2,000	—	2,609	—	4,609	1,000
Gross transfers between funds - out	(2,609)	—	(2,000)	—	(4,609)	(1,000)
Other recognised gains / losses						
Gains / losses on investment assets	—	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	9,898	(293)	(4,429)	—	5,176	7,838
Total funds brought forward	21,385	43,141	18,650	—	83,177	75,339
Total funds carried forward	31,284	42,848	14,221	—	88,353	83,177
Represented by						
Unrestricted						
General fund	31,284	—	—	—	31,284	21,385
Designated						
Flower	—	200	—	—	200	163
Witham	—	41,978	—	—	41,978	41,978
Worship Development	—	669	—	—	669	1,000
Restricted						
Children	—	—	1,549	—	1,549	1,239
Elderly Services	—	—	1,533	—	1,533	1,533
Fabric	—	—	11,138	—	11,138	15,876

Balance sheet

year funds	Total funds	Prior
Current assets		
Cash at bank and in hand	88,353	83,306
	88,353	83,306
Liabilities		
Creditors: Amounts falling due in one year	—	129
	—	129
Net current assets less current liabilities	88,353	83,177
Total assets less current liabilities	88,353	83,177
Total net assets less liabilities	88,353	83,177
Represented by		
Unrestricted		
General fund	31,284	21,385
Designated		
Worship Development	669	1,000
Flower	200	163
Witham	41,978	41,978
Restricted		
Fabric	11,138	15,876
Children	1,549	1,239
Elderly Services	1,533	1,533
Funds of the church	88,353	83,177

Statement of assets and liabilities

year	General	Designated	Restricted	Endowment	This
	Last year				
Current assets - Cash at bank and in hand					
Bank current account -	17,509	870	1,721	—	20,100
Bank deposit account -	13,650	41,978	12,500	—	68,128
Cash in hand -	124	—	—	—	124
Totals	31,284	42,848	14,221	—	88,353
Liabilities - Agency accounts					
Agency collections -	—	—	—	—	—
Totals	—	—	—	—	129
Grand total	31,284	42,848	14,221	—	88,353

Fund movement by type

		Opening Gains/losses	Incoming Closing	Outgoing	Transfers	
General - General fund						
Unrestricted		21,385	98,415	87,907	(609)	31,284
Sub-total for General		21,385	98,415	87,907	(609)	31,284
Fabric - Fabric						
Restricted		15,876	8,298	13,646	609	11,138
Sub-total for Fabric		15,876	8,298	13,646	609	11,138
Worship De - Worship Development						
Designated		1,000	—	330	—	669
Sub-total for Worship De		1,000	—	330	—	669
Children - Children						
Restricted		1,239	1,118	808	—	1,549
Sub-total for Children		1,239	1,118	808	—	1,549
Elderly - Elderly Services						
Restricted		1,533	—	—	—	1,533
Sub-total for Elderly		1,533	—	—	—	1,533
Flower - Flower						
Designated		163	102	64	—	200
Sub-total for Flower		163	102	64	—	200
Property - Witham						
Designated		41,978	—	—	—	41,978
Sub-total for Property		41,978	—	—	—	41,978
Grand total		83,177	107,933	102,757	—	88,353

ST GILES' BRAMHOPE PARISH CHURCH



ANNUAL REPORT and FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 DECEMBER 2022

Charity Reg Number : 1129657

St Giles Bramhope Parishioners Meeting and Annual Parochial Church Meeting

23 April 2023 at 2.30pm in the Church Hall

Parishioners Meeting

- 1 Prayer
- 2 Election of Clerk to meeting
- 3 Apologies for Absence
- 4 Minutes of meeting held 8 May 2022 (attached pg 3)
- 5 Approval of Minutes
- 6 Election of 2 Churchwardens

Annual Parochial Church Meeting

- 1 Apologies for absence
- 2 Minutes of meeting held 8 May 2022 (attached pgs 4-8)
- 3 Approval of Minutes
- 4 Report on the 2023 Electoral Roll
- 5 Presentation of the Annual Report for 2022 (attached pgs 9-19)
- 6 Presentation of the Accounts for 2022 and Independent Examiner's Report (attached pgs 20-24)
- 7 Churchwarden's Report on Fabric, Terrier and Inventory (attached pg 25)
- 8 Report on the Proceedings of the Deanery Synod
- 9 Election of 4 lay members to the PCC for 3 years.
- 10 Election of 4 lay members to the North West Deanery Synod for 3 years.
- 11 Appointment of Independent Examiner.
- 12 Churchwarden's Report
- 13 Vicar's Report
- 14 Date of the first meeting of the new PCC – Tuesday 2 May 2023 at 7.30pm
- 15 Any other business
- 16 The Grace

Minutes of the 2022 meeting of St. Giles' Parishioners, held Sunday 8 May 2022 at 2.30pm in St Giles Church Hall

1 Prayer Revd Matt Broughton opened the meeting with a prayer of thanks to God for help during the year past and of petition for support during the coming year.

2 Election of the Clerk of the meeting

Jenni Hall was proposed and agreed as the clerk of the meeting (proposed by Sue Ball and seconded by Gill Pinches).

3 Apologies for absence

Bob and Margaret Baker, Joy Smith, Suzy Bidgood, Bryan and Nancy Bunday, Fred and Joan Archenhold, Bernard and Sheila Williams, Dianne and Graham Eaton, Jo and Neil Simpson.

4 Present were Revd Matt Broughton (Chair), David Shay, Angela Smith, Nick Pinches, Gill Pinches, Jenni Hall, Alan Tomkins, Anne Marshall, Rachael Fox, Liz Johnson, Mike Johnson, Jonathan Slater, Hazel Lee, Jean Weatherill, Jude Jones, Joanne Dawdry, Krystyna Novak, Mary Mumby, Revd David Robinson, Susan Robinson, Sue Ball, Joyce Liddell, Tony North, Diane Thompson, Sara Leefe, Jacquie Howard, Elaine Dagg, Peter Vickers. (28)

5 Minutes of the meeting of the parishioners held Sunday 25 April 2021

The minutes were proposed and agreed as an accurate record of the meeting (proposed Jacquie Howard, seconded Tony North).

6 Election of Churchwardens

Nick Pinches had been proposed by Hazel Lee, seconded by Bernard Williams, and Rachael Fox had been proposed by Bernard Williams, seconded by Joanne Dawdry for the posts of Churchwardens for 2022-3. The meeting elected them unanimously.

Minutes of St Giles' Annual Parochial Church Meeting held on Sunday 8 May 2022 at 2.45pm

1 Apologies for absence

As above.

2 Present were

As above

3 Minutes of the APCM held on Sunday 25 April 2021

The minutes were proposed and agreed as an accurate record of the meeting (proposed by Angela Smith and seconded by Mary Mumby). Electoral Roll members had had the advantage of seeing the background papers for the meeting previously circulated via email but there a few hard copies available and the reports were displayed on the screen..

4 Report on the Electoral Roll

St Giles Electoral Roll was revised during the period 20 March -17 April 2022.

During the year we lost a number of longstanding and valued members of the congregation, some through death and some through moving away. They are all missed.

However, there are a number of new members and we look forward to their support and contributions during the forthcoming year. Thanks are due to Jean Weatherill for all her work in encouraging new members to sign up.

Membership of the Roll now stands at 140, exactly the same as last year, as we have lost and gained the same number of people (11).

Peter Vickers asked whether it was known if the ER membership had gone down significantly during COVID. The 2020 Electoral Roll was 138, and it was thought therefore there had not been a significant change.

5 Presentation of the 2021 Annual Report

The Annual Report had been circulated via email to all Electoral Roll members, and hard copies had been hand delivered to members not on email. Copies had been displayed at the back of church. Jenni Hall pointed out that the purpose of the report was threefold. Firstly to report to the Annual Meeting on the activities of the PCC who are elected by the congregation as a whole. Secondly to inform the Diocese of the activities of the church during the year and thirdly to fulfil our requirements to the Chairty Commission. She thanked all those who had contributed to the report with their summaries of their own church related activities.

6 Presentation of the 2021 Accounts

The Treasurer, Angela Smith, presented the church accounts, which had been circulated via email to all Electoral Roll members, with hard copies hand delivered to members not on email. Copies had been displayed at the back of church.

Angela thanked all those who had contributed to church finances during this very difficult year. Especial thanks were due to the faithful church members who had continued to regularly give during periods when the church was closed for worship. In addition, to all who had continued with fundraising during the year. Special thanks were due to Bernard Williams who had handed over the accounts in perfect order and to

Gillian Taylor and Joyce Liddle, both qualified accountants, who gave their services free to manage the Gift Aid returns and Independent Auditing respectively.

Angela gave a brief explanation of the accounts. Comparison with previous years was not very helpful given the COVID situation but there is an overall decline in church income and this is quite significant if one looks at 10 years ago. Church receipts were c£81k in 2021, c£96k in 2019 but c£140k 10 years ago. Income during 2021 had increased due to more plate giving, a legacy, income from hall hire (due to a lot of work by Suzy Bidgood), and an increase in weddings and funerals. However planned giving, which forms the bedrock of our financial stability, had declined by about 8% from £43k to £39k. Planned giving brought in £60k ten years ago.

Our major outgoing is the parish share which was £69072 in 2021, of which we paid £55072, the PCC having decided not to dip into reserves to pay it. Our parish share is £65064 this year which the PCC hopes to be able to pay in full. We are lucky in having fixed our energy bills until 2023. We are also deeply grateful to Alan Tomkins and his volunteer Grounds Team who keep the grounds looking lovely for a mere £250 per annum (maintenance of machinery). Thanks also to Nick Pinches whose voluntary work on the fabric of the church saves us a great deal of money.

The most important thing for the coming year is to boost planned giving, especially if this can be done via Parish Giving which removes the need for a great deal of admin by Angela and Gillian Taylor. In response to a question from Peter Vickers, Angela reported that the income from planned giving is very slightly down during the period 1 Jan-1 May 2022. Mike Johnson suggested that increasing the default giving on the card reader from £5 to £6 could raise more money and Angela agreed this could certainly be considered. Tony North suggested that the benefits from the Parish Giving scheme could be more widely advertised. Matt Broughton commented that the Parish Giving Scheme should be the system suggested to new planned giving donors, rather than asking people who already pay via standing order to change. He plans to raise the profile of regular giving in church and thanked all those who contribute so generously to the church and to Angela for her work on the accounts.

7 Churchwarden's Report on the Fabric, Terrier and Inventory

Nick Pinches presented his report on fabric, terrier and inventory. The report had been circulated beforehand with the rest of the papers to give the meeting time to read it in advance. There were no questions.

8 Report on the proceedings of the Deanery Synod

A written report from Joy Smith, Deanery Synod Representative, reported on the proceedings of the Deanery Synod. 'In common with many other meetings and events, Deanery meetings have been re-organised or done on Zoom due to Covid. This means I didn't get to many of them so this will be a very brief report.

The three major points have been the re-organisation of the Deaneries, protecting our environment and what our Churches now look like following on from Covid.

We have a new Deanery Secretary, Roger Lazenby as well as a new Diocesan secretary, Jonathan Wood. The merits of changing the Deanery boundaries and making only 3 with easier geographical links has been thoroughly discussed and agreed by the Bishop.

More details will be published about the change which is planned to be before Advent 2021.

This will enable the new Bishop of Kirkstall to be involved in the decisions.

There will be the naming of the new Deaneries, ensuring parishes know which Deanery they will be in and the election of area deans and lay chairs to consider.

Other discussions were on the future of our Churches following Covid - suggestions were for more outreach in the community, work with children and young people and the future of our planet with greater care of and respect for our environment. This coming year should be very interesting.' Matt Broughton also reported that despite the reorganisation of the Deanery Synod, this will mean very little change for us.

9 Election of Lay Representatives to the PCC

There were four vacancies on the PCC each for a term of 3 years. There were 4 candidates. Sue Ball (proposed by Gill Pinches and seconded by Douglas Hamilton), Jenni Hall (proposed by Hazel Lee and seconded by Anne Marshall), Bernard Williams (proposed by Jenni Hall and seconded by Joanne Dawdry) and Joanne Dawdry (proposed by Hazel Lee and seconded by Jonathan Slater) were all therefore appointed to the PCC for 3 years.

10 Appointment of the Independent Examiner

Joyce Liddle was again willing to be appointed as Independent Examiner for the coming year. Her appointment was proposed by Angela Smith and seconded by Jean Weatherill, and gratefully approved by the meeting.

11 Churchwarden's Report

Nick Pinches gave the Churchwarden's Report. 'We had an eventful time during 2021. At the beginning of the year we were in the middle of the pandemic and having just opened the church for Christmas 2020, come the New Year, we decided to close the church again and continue with Tom's recorded services being emailed to everyone interested. With a gradual relaxation of government restrictions we opened up again in time for Easter. This, many will recall, involved the re-creation of several of the duty rotas which the smooth running of St Giles depends on. This included deputy wardens, sidespeople and of course, coffee to name just 3!

You may recall that the 2020 Annual Meeting had been delayed until November and a few months later at the 2021 Annual Meeting Churchwarden Angela Smith became our Treasurer and no-one came forward to step into her warden shoes. Tom announced that he was going to move to a parish in the Dales at the end of May. So for the second time in 3 years, we were in a vacancy – again.

A month later, Rev Matt Broughton was loaned to us by St Paul's Ireland Wood for a few months. In the meantime your PCC and others got to work on starting the legal process of finding a new incumbent who would bring in young people, and collating all the data the Diocese requires before they can advertise the vacancy.

In July PCC had a Zoom meeting with Bishop Paul during which we were shocked (but delighted) to be offered Matt to become our new, full time vicar, provided we embraced his remit of a growing congregation based on young people wanting to attend a new contemporary-style service. Thanks to both Matt and the publicity material we had prepared, the Diocese recognised our potential for growth, based on:

- The excellent facilities we have here in this building.
- The Spring Wood housing development
- Our good relations with Bramhope Primary School
- Our CATS carer & toddler group

We had been warned that some churches were not receptive to such change but by getting to know Matt over the previous few weeks, your PCC had no doubt that this had the potential to be a win-win situation.

Suzy Bidgood & I formally interviewed Matt in early September and two months later Matt was licenced as Vicar of Bramhope. With just 6 weeks to Christmas, Matt was in at the deep end and so we agreed that the focus should be on keeping with the usual programme of activities and services as far as Covid-safe practices would allow and leave any changes to New Year 2022. [Now, almost exactly 4 months on, we have an average of 35 adults and 15 children regularly attending the 9.30am service.]

I wish to take this opportunity to make a few personal comments.

When I was approached back in 2019 to become Churchwarden for a second spell, I agreed to stand for up to two years. I have now completed 3 and have just been elected for a fourth. I have already explained to PCC colleagues that I shall not be standing again next year. I am delighted that Rachael Fox has been elected to be Churchwarden with me and I wish to let it be known that I intend to do all I can to introduce her to the role and support her in it. I look forward to working with her for the benefit of the whole of the St Giles community and of course Matt. This time next year I sincerely hope that another person will come forward to be warden alongside Rachael. But it won't be me.

As I said at the beginning, it has been an unusual year. It has had its challenges but they could have been so more difficult had it not been for the fantastic support I have received from everyone in the St Giles community. We have managed to get through the pandemic and in the meantime navigate a vacancy in just 5 months and succeed in landing a vicar who gives us real hope for the future. It would not be appropriate for me to single out any individuals who have gone beyond the call of duty to ease this process. They know who they are. But I will say that throughout all this, all the members of your PCC have been unanimous in the decisions that have been taken concerning the pandemic and the vacancy. This has made a challenging time less challenging than it could otherwise have been. I am most grateful for their support and encouragement.

I believe we now have a united church community and those of us who are of retirement age – or older - can now see a future for our church. I feel confident that you will all give your full support to Matt in his works to achieving his set task of growing a new, young and vibrant congregation.'

12 Vicar's Remarks

Revd Matt Broughton read from Philippians Chapter 2 and encouraged the meeting to reflect on the importance of building a church together in humility and in valuing others above ourselves. He felt that this was being achieved at St Giles with the established congregation getting behind all the changes since his appointment in October 2021 and the new people now worshipping with us. He thanked all for sharing the love of God with those around them. He had especial thanks for Nick, for his knowledge, hard work and support. In addition he was most grateful to Jonathan for his work, commitment and support not just recently but during the vacancy and COVID and he was pleased to present Jonathan with a book token as an acknowledgement of the gratitude of the whole congregation.

As for the future, Matt was pleased to see green shoots at St Giles. Only that morning, two new families had come to church and he had great faith in the growth of our church. He felt the need to solidify our values as a church and to build a dynamic and multi-generational Christ centred community in Bramhope. He encouraged all at St Giles to continue to get to know each other and to work together as a united community.

The Church of England is aiming to be a Net Zero carbon organisation by 2030 and he hopes that St Giles will be able to support this. He asked anyone interested in helping to lead this initiative to get in touch with him.

13 Date of the first meeting of the new PCC - Tuesday 17 May 2022 at 7.30pm in the Meeting Room.

14 Any Other Business

- 1 Sara Leefe appealed for help in moving tables etc in advance of the Jubilee Party in June. Please come to help on the afternoon of 4 June.
- 2 Hazel Lee expressed her personal thanks to Matt for all his work and said it was a real blessing to have him and his family with us at St Giles.
- 3 Jenni Hall read to the meeting the following letter from Bryan Bunday who was unfortunately not well enough to attend the meeting.

'A great deal of work goes on within the Pinches household for this church for which we are all very grateful, but I would like to pay a particular tribute to Nick today who, he tells me, has agreed to stand again for one more year as Warden. However this year he will be joined by Rachael, a year for her to gain experience, after which she can then carry the job forward. Nick came back as Warden to help out, and got stuck with the job, a/ because nobody else would do it, b/ because of Covid, and c/ to oversee and help 'bed in two new Vicars' (a poor turn of phrase, but you know what I mean!) This year he has done the job by himself, without help

Nick has put in a vast amount of time and work for this church, not only as warden, but also as Fabric Convenor, being responsible for and looking after the church buildings. I have done both jobs and know just how complicated and time consuming they both are. Much of the remedial day by day fabric work he has managed to undertake himself, so saving extra contractors costs. So as you start your final year as Warden, Nick, may I, on behalf of this meeting and the whole congregation give you our united thanks for all the work you have done, and continue to do.'

15 The Meeting closed with the Grace.

St Giles' Parochial Church Council, Bramhope

Annual Report for year ending 31 December 2022

Background and Administrative Information

Vision Statement

The 2022 vision of St Giles' is to be a church that worships, welcomes, and shares God with all our community and beyond.

Mission Statement

St Giles' exists in order to

- Worship God – Father, Son and Holy Spirit
- Proclaim the gospel of Jesus Christ
- Look for God's kingdom in the world
- Nurture the family of the church
- Work for peace and justice

Background

St Giles' Parochial Church Council (PCC) is responsible for promoting the work in the Parish of the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also responsible for the maintenance of the church, church grounds and the adjoining church hall. The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. The PCC has complied with its duty under s5 of the Safeguarding and Clergy Discipline Measure 2016 and has regard to guidance on safeguarding children and vulnerable adults, a duty which it takes seriously.

Administrative Information

St Giles Church is situated on the junction of Church Hill, Bramhope and the main A660 road from Leeds to Otley. It is part of the Diocese of Leeds within the Church of England and the correspondence address is St Giles Parish Church, Church Hill, Bramhope, LS16 9BA. The church is registered as a charity, charity number 1129657. PCC members are trustees of this charity and therefore have responsibilities to the Charity Commission.

Parochial Church Council

The Vicar, the churchwardens, and the Reader are ex-officio members of the PCC, as is a Deanery Synod representative. They are joined by 12 lay members of the congregation who are elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. Lay members serve for 3 years, with a maximum of two terms, and 4 retire on a rolling basis each year.

Incumbent	Revd Matt Broughton
Churchwardens	Mr Nick Pinches Mrs Rachael Fox (from 8 May 2022)
Secretary	Mrs Jenni Hall

Treasurer	Mrs Angela Smith
Reader	Mr Jonathan Slater (ex-officio)
Deanery Synod Representative	Mrs Joy Smith (ex-officio)

The church holds its APCM in April or May of each year when a new PCC is elected. The 2022-2023 PCC was elected at the APCM on 8 May 2022 and its members are:

Mr Bernard Williams	retires 2025 (2 nd term)
Mrs Joanne Dawdry	retires 2025 (1 st term)
Dr Sue Ball	retires 2025 (1 st term)
Mrs Jenni Hall (PCC Secretary)	retires 2025 (2 nd term)
Mrs Liz Johnson	retires 2024 (2 nd term)
Ms Suzy Bidgood	retires 2024 (1 st term)
Mrs Krystyna Novak	retires 2024 (1 st term)
Mrs Sara Leefe	retires 2024 (1 st term)
Vacancy	retires 2023
Mrs Jacquie Howard	retires 2023 (1 st term)
Mrs Angela Smith (PCC Treasurer)	retires 2023 (1 st term)
Mrs Hazel Lee	retires 2023 (1 st term)

St Giles thanks all members of the 2021-22 and 2022-23 PCC who have worked hard over the past year helping and supporting our new Vicar, Revd Matt Broughton, as he and his family settled in Bramhope. Thanks are also due to Eddie Whitehead and Sarah Shay who retired from the PCC during 2022. We thank Joanne Dawdry and Sue Ball who were newly elected as lay members of the PCC in May 2022.

The Deputy Wardens were Hazel Lee, Jean Bradshaw, Jean Weatherill, Marion Skirrow, and Sue Ball.

PCC Meetings

The PCC held regular meetings in January, March, May, July, and November 2022. All meetings were chaired by Revd Matt Broughton. The average attendance at these meetings was 82%. During the year the PCC were sad to receive the resignation of our organist, Bob Baker due to ill health. Sadly, Bob died soon after. The PCC also made important decisions about COVID mitigation during the year, resulting in the reestablishment of communion administered from the high altar. There was a successful Archdeacon's Visitation in November 2022. In addition, the PCC held an 'Away Day' in September 2022 at St Paul's Ireland Wood, looking back at an eventful 2022 and forward to future plans and growth.

PCC Standing Committee Meetings

The PCC Standing Committee consists of the Vicar, the Churchwardens, the Treasurer and the Secretary. It acts for the PCC between full PCC meetings. It reports on its meetings and decisions to each PCC meeting. During 2022, the Standing Committee met physically on 2 occasions but were continually in communication via email. Most discussions were on aspects of fabric maintenance and expenditure, but a variety of other subjects were discussed including yearly service planning, remaining COVID mitigation measures, tree surgery, and a review of church insurance.

Other PCC Committees

The other sub committees of the PCC are Finance, Fabric and Communications.

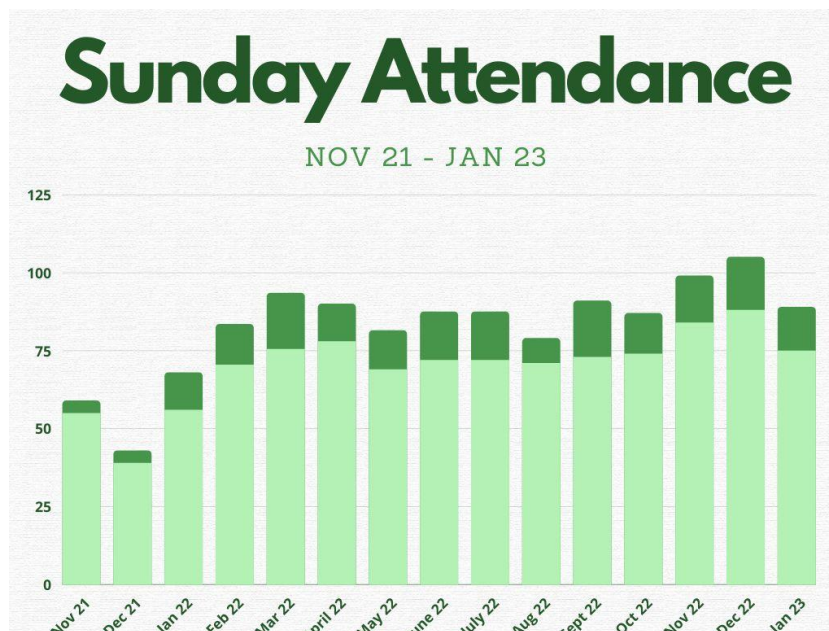
PCC Ministries and Activities during 2022

Worship

The opening line of our Mission Statement is 'Worship God – Father, Son and Holy Spirit'. We continue to rise to this challenge. Towards the end of 2022, the PCC started work on developing a new Vision Statement, and this work will continue in 2023.

Part of the reasoning behind Revd Matt Broughton's appointment as a full time Vicar at St Giles was to task him with establishing a new Sunday worship pattern with two Sunday morning services, a contemporary styled one at 9.30am specifically aimed at young families, and a traditional Common Worship Communion Service at 11am. This was achieved very early on with our first 9.30am contemporary service being held on 9 January 2022. 30 adults and 8 children attended this service, with 50 adults attending the Common Worship Communion service at 11am on the same day. Over the year, the average number of adults attending the 9.30am service was 34 with an average of 14 children. At some particular services, eg baptisms, the number was considerably higher. The attendance at 11am services has remained steady at about 40 adults on average. There is some 'double counting' in these statistics because a few people attend both services.

The below graph shows our average Sunday attendance through 2022. The light green records adult attendance and the dark green, children.



The 9.30am service has evolved over the year with sessions of Godly Play in April 2022 and the starting of specific children's groups during the service. On the second Sunday of each month there is an all-age Eucharist in the church and on the fourth Sunday there is Café Church held in the hall.

We were pleased to reinstitute our Healing Prayer Group during the year. This had been discontinued during COVID. Healing Prayer is offered during communion once a month at the 11am service.

A number of joint Sunday services have been held at 10am during the year when the whole church has joined together. During 2022 these occasions were on Easter Day, the Queen's Jubilee celebration, Harvest (9 October), Toy Service (11 December) and Christmas Day. In addition, two Christingle services were held on Christmas Eve, when a total of over 200 adults and 100 children attended.

During the year there were 11 baptisms, 2 weddings, and 9 funerals in the church. In addition, the vicar presided over 2 interments of ashes and one memorial service.

During the year a Lent Course was held following the Part 1 of 'The Prayer Course', an 8 week journey through the Lord's Prayer. This was well attended and Part 2 of the course is planned for Lent 2023. An Alpha course was also held in October-November 2022. Church services were also held to mark the sad death of Queen Elizabeth II in September. The church welcomed visitors in September 2022 when the church was open for the Heritage Open Day.

Pastoral Care

The Pastoral Care Team has over the last year continued to maintain contact with members of the St Giles congregation who have suffered bereavement, ill health, are housebound or now resident in a nursing home. Cards, flowers, or small gifts are delivered where appropriate. Christmas and Easter cards are also sent on behalf of the church. Friends are encouraged to keep in contact with those isolated by poor health. Thank you to all the team for their continued support and those members of the congregation who keep us updated with the names and contact details where appropriate. Much appreciation also to the Healing Prayer Group and to the Vicar who have provided spiritual comfort for those in need.

Meet and Eat Luncheon Club

In July Meet and Eat had a Strawberry Tea which was enjoyed by 40 of our members. A collection for St. George's Crypt at the event raised £150.

Meet and Eat has met monthly at lunchtime since September 2022.

The PCC are grateful to all the helpers who work so hard, and also the diners who come every month and make it such a success.

Children and Families

1 CATS has met 30 times in 2022 with an average of 18 adults and 20 children attending. Attendance in the Autumn term has been down. This we can attribute to

1. A great deal of illness around.
2. Missing out on new babies born during COVID so not becoming established members of the family.
3. Many more corporate groups for children have started up.

Further advertising will hopefully improve the figures. We have contacted Midwives, NCT etc and are making a push on social media.

We are pleased to see a number of families are becoming regulars at our 9.30am Sunday services. CATS Toddler Praise, which meets monthly, has met 7 times in 2022 with an average of 12 children attending. Once again the leadership has been split between Revd Matt and Gill Pinches and various bible stories have been covered.

Thank you to all our loyal helpers especially Susan & David Robinson and Marion Corrie and all the kitchen team.

2 The Vicar has been building on his connections with Bramhope Primary School. In 2022 Revd Matt took assemblies to mark Lent, Easter, Remembrance, and Christmas. Key Stage 2 Children also visited St Giles for their Christmas service.

Social Action

The church has continued its programme of social action throughout the year as we attempt to fulfil our role in reaching out to those in need.

A weekly collection of foodstuffs and toiletries for destitute asylum seekers in Leeds has continued in partnership with PAFRAS (Positive Action for Refugees and Asylum Seekers).

Throughout the year activities have also taken place to raise funds in support of the Children's Society. The sale of Christmas cards, quizzes, the collections from the Christingle services, collection boxes and other fund-raising activities have all contributed to another very successful year in support of the work of this extremely worthwhile and much needed charity. In 2022 St Giles Church Children's Society Committee raised £4398.90.

Our Harvest collection was donated in support of Caring for Life, a local Christian charity which for many years has provided support and accommodation for the vulnerable.

In partnership with Bramhope Primary School our annual Toy Service resulted in the donation of a huge number of toys for distribution by Leeds Social Services Department to needy children.

Our annual Christmas collection of clothing and toiletries in aid of the homeless at St George's Crypt was once again well supported and highly successful.

We raised £480.24 for the British Red Cross Ukraine Crisis Appeal at the Sunday service on 27 February 2022, and CATS also raised £299.24 for the DEC Ukraine Appeal in March 2022.

However, despite this successful programme of activities we recognise that the needs often seem infinite while our resources are limited. Although much was achieved throughout 2022, it has been decided to review our activities during 2023 to ensure that, in partnership with others, we are all working to the greatest effect.

Sustainability Task Force

In the summer of 2022, the Vicar proposed the establishment of an informal "Net Zero" task force to consider ways in which St Giles could reduce its carbon footprint and so contribute to the national church's ambition to be carbon net zero. Sue Ball, Joanne Dawdry, Richard Fox and Peter Vickers offered to serve on this group alongside Matt himself.

As well as being the "right thing to do" in itself, reducing our bought-in energy consumption has of course become an urgent matter for the financial health of the church. Russia's invasion of Ukraine will result in a big increase in our cost of energy once the current fixed price contracts for gas and electricity expire in 2023. Therefore, there are strong financial as well as moral & spiritual reasons to see how we can reduce our bought-in energy usage, as quickly as possible.

Our own carbon emissions come primarily from the gas boilers which are used to heat the Church and church hall.

This informal group, now known as the Sustainability Task Force (STF), has met three times in July, September and November. Working closely with the Fabric Committee the STF has carried out the following activities in 2022:

- Since we are already paying for renewably generated electricity, we agreed that the most urgent matter (environmentally) for attention is our gas usage. Of course, we also want to reduce electricity usage as well, on financial grounds.
- Having reviewed the Church's national and diocesan information and advice, we used the checklist in "A Practical Path to Net Zero Carbon" to identify and assess the greatest sources of energy usage, and then to think about how the priorities will be determined by the interplay of: scale of impact; technical feasibility; and cost.
- From this review, and in conjunction with the Fabric Committee's own review of the buildings we think there is a big opportunity greatly to improve the "thermal efficiency" of the church hall, which (now almost 45 years old) does not have contemporary standards of insulation. The roof needs renovating anyway, so there is a chance for a double gain.
- Therefore the Fabric Committee and the STF made a combined proposal to PCC, which has been approved, to commission the Church Architect to undertake a feasibility study on how both the Church Hall and the Church can improve their thermal efficiency. The Architect's survey is due to take place in January 2023 (funding for this feasibility study has already been offered by a member of the congregation, so no cost falls on the PCC for this work).
- The installation of more sophisticated control systems (Hive) has enabled the timers and thermostats for the boiler to be set with more accuracy. First trials have already indicated that reductions in energy use are possible even with the existing systems.

PCC Governance and Asset Management during 2022

Safeguarding

During 2022 Liz Johnson was the parish safeguarding officer.

Safeguarding is an integral part of the Church's worship and activities here at St Giles. This ensures that children and vulnerable adults are kept safe and supported. Visitors are informed of this by the notices in the Hall and Lobby.

As part of this commitment, PCC members have undertaken further training. This has been online, some carried out in groups, and other achieved independently. Members have completed both the Safeguarding Foundation and Awareness of Domestic Abuse courses.

With the increase in children's work, new helpers have had DBS checks and also done the required training. During the year the PCC have considered and approved a number of policies giving guidance on Safeguarding procedures and practice.

Finance Sub Committee

Angela Smith (Chair and Treasurer), Matt Broughton (Vicar), Gillian Taylor (Planned Giving and Gift Aid Officer), Sue Ball (Envelopes Secretary) and Aimee Beckett are members of this committee.

This Committee covers all aspects of church finance and insurance including Stewardship and Collection envelopes. The PCC is grateful to them all and especially to Angela Smith for her leadership.

Finance

Income

Our income in 2022 was £107,933, up significantly from the 2021 figure of £81,315.

Planned giving is the backbone of our income strategy and it has been pleasing to see a significant increase in this from £39,946 in 2021 to £44,819 in 2022. We are enormously grateful to our established regular givers and those who have joined our regular giving scheme over the last 12 months.

Income from collections also increased significantly from £3,663 in 2021 to £6,045 in 2022. The digital card reader is very popular with the amount collected by card at Sunday services regularly exceeding that collected by cash.

We continue to be able to claim gift aid on a high proportion of donations and received a total of £12,143 in 2022.

A number of other generous donations were made during the year, including a legacy of £12,452 and donations totalling £7,000 for the repair of the belfry.

Other fund raising comprised the 50:50 club which generated £1,500 profit, the parish magazine which generated £2,000 profit and the hiring of the church hall which generated £7,108, up markedly from £3,713 in 2021. Thanks are due to all those who organised and supported these fundraising activities.

Fees received for weddings and funerals fell from £3,756 in 2021 to £2,890 in 2022. This is mainly due to a peak in demand for weddings in 2021 following lockdown.

The overall indication is that our income has now recovered from the challenges of the pandemic and we are optimistic about future growth.

Expenditure

Our expenditure increased from £73,477 in 2021 to £102,757 in 2022.

Our biggest item of expenditure is parish share. Our requested share for 2022 was £65,064 and we were pleased to be able to pay this in full as well as paying £1,000 towards our historic arrears. This contrasts with 2021 when we paid £55,072 (80% of the requested share).

Expenditure on buildings and ground maintenance was significantly higher in 2022 than the previous year. Two major items were the repair to the belfry which cost £7,000 and the maintenance of the trees which cost £5,000.

In line with our growth plans, we have made additional investment in our church services and outreach work by buying equipment and training to support new initiatives. We have also spent more on organist fees as we have resumed a weekly traditional service following the pandemic.

Reserves

Our reserves currently stand at £88,353. Of this total, £57,069 is held in restricted or designated funds. £31,284 is for general purposes. Having reviewed our regular outgoings and assessed the financial risks to

which we are exposed and the mitigations in place, the PCC has agreed a reserves policy of keeping a minimum of £10,000 in the general fund.

Deanery Synod

Joy Smith is our representative on this Synod and has reported to the PCC on its proceedings during 2022. The Deanery boundaries have been redrawn and St Giles now finds itself in the Leeds NW Deanery, rather than the Headingley Deanery. For St Giles the new boundaries make only a marginal difference.

Fabric Sub Committee

Nick Pinches (Chair) Joanne Dawdry (Secretary), Matt Broughton, Bernard Williams and Douglas Hamilton are members of this sub committee.

The sub committee is responsible for planning and carrying out the maintenance and repair of the church, church hall and their associated buildings. Significant works carried out in 2022 include:

- the replacement of four double glazed window units in the hall,
- the temporary replacement of some roofing slates which had been dislodged by high winds from the north porch, (permanent replacement is planned for May 2023),
- the painting of white lines on the car park to identify no parking areas for fire escape purposes,
- the fitting of a defibrillator in the car park,
- the emergency removal of the weathervane, it's later replacement, and the securing and re-pointing of some of the bellcote stonework,
- the relaying and re-pointing of the flagstones outside the lobby entrance,
- the application of solar reflective paint to the flat roof area,
- the refitting of the existing south nave window guards,
- the installation of a new wireless heating control system
- the refurbishment of the Christmas lights harness on the wall of No 9 Church Hill and the replacement of incandescent bulbs with LED equivalents.

After the expenditure of significant time, effort and expense, we arranged to fell a few diseased and hazardous trees and to trim several others in the church grounds, some of which were hazarding our neighbours' properties.

There remain a few potentially costly items identified in the 2021 Quinquennial Report which the sub committee are planning to seek PCC approval to complete before the next inspection in 2025.

Risk Management

A thorough review of our Fire Risk Assessment has been carried out by Nick Pinches and resulted in the painting of white lines in the car park, the training of Fire Officers and culminated in a successful trial evacuation of the premises after a church service in December 2022. Following a visit by an assessor from our insurance company EIG, at their request, a risk assessment on working at height has been carried out. As a result, this indicated the need to tighten our procedures and training where members of our congregation need to take at least one step off the floor to perform their duties. This has been discussed with the people concerned and is on-going. Our Health and Safety Policy has been reviewed (a copy is available on the notice board in the Hall) and procedures concerning the safety of the Grounds Team when operating grass-cutting machinery are being refreshed. The Fabric Committee are also working on a solution to reduce the risk of falling from the top of the embankment walls at the entrance to the boiler house.

With Nick's retirement from the position of Churchwarden, a vacancy now exists for a Risk Management Officer.

Grounds team

This team is led by Alan Tomkins who organises a team of volunteers to maintain the church grounds. We are grateful for their continued work in particular during this last year when there has been a considerable amount of work on the trees in the churchyard. Our grounds are very visible from the main road and their tidy condition therefore provides an excellent showcase for our church.

Defibrillator

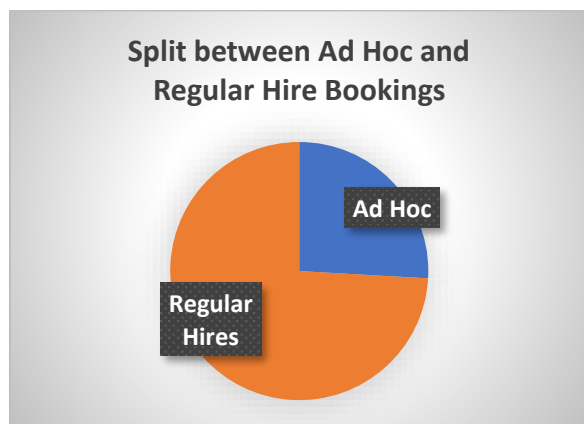
Our Women's Fellowship, which sadly 'closed its doors' during 2021, wished to donate their remaining funds towards the installation of a defibrillator at church. This was installed in the car park in August 2022, and thankfully has not needed to be used so far, but is in place for the local community. The PCC is grateful to the Women's Fellowship, Joy Smith, the Bramhope Trust and Glyn Jones for their support in making this happen. Hazel Smith and Sue Ball have also helped in organising training.

Hall Management

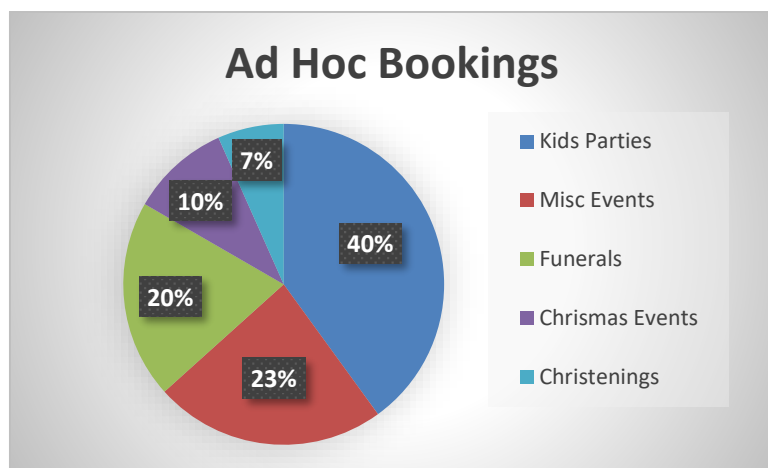
The Haall Management Team deal with maintenance and bookings for the church hall. Suzy Bidgood leads this with commitment and efficiency and we have much to thank her for.

During 2022 the total income received from hiring out the hall between January - December rose to over £7k. During 2021 it was £3.7k. Most regular December hire bookings were paid in January, so these amounts (approx. £1k) will be included in 2023's total income.

Ad hoc bookings in 2022 amounted to approximately 25%, and **regular hires** 75%, of income.



Most ad hoc bookings were one-off events, consisting mainly of Kids Parties and Funeral Refreshment gatherings.



A big thank you to all our hirers, new and established, who have helped us increase this income, a vital source of support for the church. We appreciate your choosing St. Giles Hall for your events, and we look forward to our ongoing partnerships in 2023.

Communications Sub Committee

Matt Broughton (Chair), Rachael Fox, Gill Pinches are members of this sub committee.

This sub committee, has continued to play an important role in organising the communication of our services and managing our online presence as well as the St Giles Review monthly magazine. Some 2022 highlights include:

- New term programmes and new look posters for our external notice board
- New Welcome desk
- Changes to the design of the magazine
- Establishing a presence on Instagram

We spent some time reviewing data in order to understand how individuals connect with us online. Some conclusions that came out of this include the need to ensure our website is more easily accessible for mobile users and more dynamic to enable easier access for those wishing to find out more about St Giles.

We would like to utilise email communication to a greater extent to keep church members well connected to the latest news and notices as well as ensuring that those with no emails are kept fully informed as well.

We are excited to see the St Giles story evolve as we grow as a church and look to the future with a refreshed vision; we hope the Communications Sub Committee can serve our church well playing their part to enable this.

General Data Protection Regulations (GDPR)

General Data Protection Regulations (GDPR) gives people the right to be informed about how their data is being used. The PCC has a legal obligation to ensure that St Giles is GDPR compliant.

Some work has been done previously by Sarah Shay and Angela Smith to lay the foundations for good practice in this area – our thanks to them – but in 2022 we began the process of a full Data Audit to assess our compliance.

In 2022 Rachael Fox, our new GDPR officer, began the essential task of a full Data Audit with ad-hoc support from Laura Hill, who has offered to give some of her time to volunteer in this area.

As a result:

- An updated Data Policy has been published on our website <https://stgilesbramhope.org.uk/data-policy>.
- We have established a new storage system for data enabling greater security for information held.

During 2023 we aim to complete the Data Audit and act on key recommendations with urgency and refresh the membership database to enable better, and GDPR compliant, communication with the congregation at large.

Conclusion

St Giles continues to provide a Christian presence in Bramhope. We feel very blessed by the ministry of our Vicar and the PCC supports him wholeheartedly in the establishment of our new church services aimed specifically at young families and children. We look forward to its growth in the next year whilst also cherishing our commitment to the traditional Common Worship liturgy of the Church of England. We look forward in the next year to developing our commitment to sustainability in working towards Net Zero, to a rethinking of our work in the wider community and to continuing to act as the parish church for our community. Further details of all that goes on at St Giles' can be found on our parish website (stgilesbramhope.org.uk), our Facebook page and our Instagram page.

31 December 2022



End of Year Financial Statements

Year ending 31 December 2022

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	44,819	—	—	—	44,819	39,946
Collections and other giving	6,045	—	—	—	6,045	3,663
Other voluntary receipts	16,786	102	6,936	—	23,824	8,104
Gift Aid recovered	12,143	—	400	—	12,543	11,221
Other receipts	501	—	962	—	1,463	153
Activities for generating funds	14,317	—	—	—	14,317	13,394
Investment Income	181	—	—	—	181	90
Receipts from church activities	3,619	—	1,118	—	4,737	4,741
Total income	98,415	102	9,416	—	107,933	81,315
Payments						
Cost of generating funds	1,531	—	—	—	1,531	3,377
Missionary and Charitable Giving	—	—	—	—	—	—
Parish Share	66,064	—	—	—	66,064	55,072
Clergy and Staffing costs	1,334	—	—	—	1,334	800
Church Running Expenses	13,678	259	6,918	—	20,856	10,627
Hall Running Costs	5,298	135	345	—	5,779	3,600
Church Repairs & Maintenance	—	—	7,190	—	7,190	—
Hall Repairs & Maintenance	—	—	—	—	—	—
New Building work	—	—	—	—	—	—
Governance Costs	—	—	—	—	—	—
Total expenditure	87,907	395	14,455	—	102,757	73,476
Net income / (expenditure) resources before transfer	10,508	(293)	(5,038)	—	5,176	7,838
Transfers						
Gross transfers between funds - in	2,000	—	2,609	—	4,609	1,000
Gross transfers between funds - out	(2,609)	—	(2,000)	—	(4,609)	(1,000)
Other recognised gains / losses						
Gains / losses on investment assets	—	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	9,898	(293)	(4,429)	—	5,176	7,838
Total funds brought forward	21,385	43,141	18,650	—	83,177	75,339
Total funds carried forward	31,284	42,848	14,221	—	88,353	83,177
Represented by						
Unrestricted						
General fund	31,284	—	—	—	31,284	21,385
Designated						
Flower	—	200	—	—	200	163
Witham	—	41,978	—	—	41,978	41,978
Worship Development	—	669	—	—	669	1,000
Restricted						
Children	—	—	1,549	—	1,549	1,239
Elderly Services	—	—	1,533	—	1,533	1,533
Fabric	—	—	11,138	—	11,138	15,876

Balance sheet

	Total funds	Prior year funds
Current assets		
Cash at bank and in hand	88,353	83,306
	88,353	83,306
Liabilities		
Creditors: Amounts falling due in one year	—	129
	—	129
Net current assets less current liabilities	88,353	83,177
Total assets less current liabilities	88,353	83,177
Total net assets less liabilities	88,353	83,177
Represented by		
Unrestricted		
General fund	31,284	21,385
Designated		
Worship Development	669	1,000
Flower	200	163
Witham	41,978	41,978
Restricted		
Fabric	11,138	15,876
Children	1,549	1,239
Elderly Services	1,533	1,533
Funds of the church	88,353	83,177

Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
Current assets - Cash at bank and in hand						
Bank current account -	17,509	870	1,721	—	20,100	15,205
Bank deposit account -	13,650	41,978	12,500	—	68,128	67,949
Cash in hand -	124	—	—	—	124	151
Totals	31,284	42,848	14,221	—	88,353	83,306
Liabilities - Agency accounts						
Agency collections -	—	—	—	—	—	129
Totals	—	—	—	—	—	129
Grand total	31,284	42,848	14,221	—	88,353	83,177

Fund movement by type

		Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
General - General fund							
Unrestricted		21,385	98,415	87,907	(609)	—	31,284
	Sub-total for General	21,385	98,415	87,907	(609)	—	31,284
Fabric - Fabric							
Restricted		15,876	8,298	13,646	609	—	11,138
	Sub-total for Fabric	15,876	8,298	13,646	609	—	11,138
Worship De - Worship Development							
Designated		1,000	—	330	—	—	669
	Sub-total for Worship De	1,000	—	330	—	—	669
Children - Children							
Restricted		1,239	1,118	808	—	—	1,549
	Sub-total for Children	1,239	1,118	808	—	—	1,549
Elderly - Elderly Services							
Restricted		1,533	—	—	—	—	1,533
	Sub-total for Elderly	1,533	—	—	—	—	1,533
Flower - Flower							
Designated		163	102	64	—	—	200
	Sub-total for Flower	163	102	64	—	—	200
Property - Witham							
Designated		41,978	—	—	—	—	41,978
	Sub-total for Property	41,978	—	—	—	—	41,978
	Grand total	83,177	107,933	102,757	—	—	88,353

Independent examiner's report to St Giles Bramhope PCC

I report to the PCC on my examination of the accounts of St Giles Bramhope for the year ended 31 December 2022

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. Accounting records were not kept in respect of St Giles Bramhope as required by section 130 of the Act ; or
2. The accounts do not accord with those records .

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



Joyce R Liddle

FCA , CTA

2 The Rowans

Bramhope

Leeds

LS16 9DZ

15 February 2023

Churchwardens' 2022 Report on the Terrier, Inventory and Log Book for APCM 2023

As I reported last year, these records are now kept on a spread sheet and updated each year. With the introduction of a St Giles account with Google Workspace we now hold this information securely on 'the cloud' which can be accessed by those with permissions.

For archive purposes, a signed and dated printed copy of the Terrier & Inventory plus the Log Book (total two records) are kept in the filing cabinet in the vicar's vestry. There are 3 documents which I have categorised as our 'Terrier' which relates to the legal ownership of the church land. These are:

1. The original and a copy a 1954 deed of conveyance of 1774 sq yards of land to the east of the public footpath through the grounds, from V O Crowther to St Giles.
2. Copy of 1985 legal agreement documents allowing Mr & Mrs Mellis of 12b Church Hill to use a 12' x 12' triangle of land on the SW corner of the church grounds.
3. Copy of document allowing owner of 12c Church Hill, to cross church land to access the public footpath from a gate in their boundary wall. The agreement allows the church to rescind this permission at any time.

Other documents concerning the conveyancing of the land to St Giles is presumed to be held at Leeds District Archives (LDA) in Morley.

I can confirm that I have personally checked the existence of all the church plate (silver) and am happy to confirm that it is all present. There is significantly more *not* being regularly used than actually in use. As well as holding printed photographs of the items, there are now also electronic copies (held on 'the cloud') which include the silver hallmarks. For the record it is of interest to find that one three-legged Paten is hallmarked London 1736 and with the monogram 'JA' which, according to archived documents, refers to J Armitage. Mr Robert Armitage was one of the trustees who gave the land on which the church and vicarage was built. (Conveyance dated 16/02/1899).

All the church furniture and belongings have been checked off. Our paper records are generally now in place, and thanks to some kind person, the Electoral Roll records 1984 to 1993 miraculously appeared in a cupboard in the vicar's vestry in recent months. These now need depositing with LDA. Several Registers of Marriage (covering 1984-2022), Service Registers (covering 1986-2015), and a Confirmation Register (covering 1892-1952) were deposited at LDA in 2022

The Log book containing records of the major works carried out has been maintained and, of course includes the refurbishment of the weathervane!

During his Visitation in November, Archdeacon Paul Ayres inspected our records and expressed his satisfaction.

NJ Pinches

March 2023

Accounts

St Giles' Parochial Church Council, Bramhope
Annual Report for year ending 31 December 2021

Vision Statement

The vision of St Giles' is to be a church that worships, welcomes, and shares God with all our community and beyond.

Mission Statement

St Giles' exists in order to

- Worship God – Father, Son and Holy Spirit
- Proclaim the gospel of Jesus Christ
- Look for God's kingdom in the world
- Nurture the family of the church
- Work for peace and justice

Background

St Giles' Parochial Church Council (PCC) is responsible for promoting the work in the Parish of the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also responsible for the maintenance of the church, church grounds and the adjoining church hall. The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. The PCC has complied with its duty under s5 of the Safeguarding and Clergy Discipline Measure 2016 and has regard to guidance on safeguarding children and vulnerable adults, a duty which it takes seriously.

Administrative Information

St Giles Church is situated on the junction of Church Hill, Bramhope and the main A660 road from Leeds to Otley. It is part of the Diocese of Leeds within the Church of England and the correspondence address is St Giles Parish Church, Church Hill, Bramhope, LS16 9BA. The church is registered as a charity, charity number 1129657. PCC members are trustees of this charity and therefore have responsibilities to the Charity Commission.

Parochial Church Council

The Vicar, the churchwardens, and the Reader are ex-officio members of the PCC, as are two Deanery Synod representatives. They are joined by 12 lay members of the congregation who are elected at the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules. Lay members serve for 3 years, with a maximum of two terms, and 4 retire on a rolling basis each year.

Incumbent	Revd Tom Lusty (until 31 May 2021) Vacancy (1 June 2021 – 31 October 2021) Revd Matt Broughton (from 1 November 2021)
Churchwardens	Mr Nick Pinches (Vice-Chair from 1 January – 31 May and 1 November – 31 December 2021 and Chair during Vacancy from 1 June – 31 October 2021) Mrs Angela Smith (until 25 April 2021) then Vacancy
Secretary	Mrs Jenni Hall
Treasurer	Mrs Angela Smith
Reader	Mr Jonathan Slater (ex-officio)

Deanery Synod Representatives Dr Sue Ball and Mrs Joy Smith (both elected November 2020) (ex officio)

The church holds its APCM usually in April of each year when a new PCC is elected. The new 2021-2022 PCC was elected at the APCM on 25 April 2021 and its members are:

Mrs Liz Johnson	retires 2024 (2 nd term)
Ms Suzy Bidgood	retires 2024 (1 st term)
Mrs Krystyna Novak	retires 2024 (1 st term)
Mrs Sara Leefe	retires 2024 (1 st term)

Mrs Eddie Whitehead	retires 2023 (2 nd Term)
Mrs Jacquie Howard	retires 2023 (1 st term)
Mrs Angela Smith	retires 2023 (1 st term)
Mrs Hazel Lee	retires 2023 (1 st term)
Mr Bernard Williams	retires 2022 (1 st Term)
Mrs Jenni Hall	retires 2022 (1 st Term)
Mrs Sarah Shay	retires 2022 (1 st Term)
Vacancy	retires 2022

St Giles thanks all members of the 2020-21 PCC who have worked hard over the past year dealing with the continuing COVID epidemic, the Vacancy, and the appointment of a new Vicar. Thanks are also due to Catherine Shields, Lisa Wright and Alan Tomkins who retired from the PCC during 2021. We thank those elected to the PCC in April 2021, ie Krystyna Novak, Sara Leefe, Suzy Bidgood and Jacquie Howard.

The Deputy Wardens were Hazel Lee, Jean Bradshaw, Jean Weatherill, Marion Skirrow, and Sue Ball.

PCC Meetings

The PCC held regular meetings in January, March, May, July, September and November 2021. There were also a number of meetings devoted solely to the Vacancy which will be addressed later on in this report. The first four PCC meetings were held via Zoom, the latter two in the Church Hall. The first three meetings were chaired by Revd Tom Lusty, the July and September meetings by Nick Pinches, our Churchwarden, and the November meeting welcomed Revd Matt Broughton as our new Chairman. The average attendance at these meetings was 87%.

PCC Vacancy Meetings

In March 2021 Revd Tom Lusty announced his forthcoming appointment to a new parish and the PCC therefore had to have a number of 'extra' meetings to discuss the Vacancy and the appointment of a new Vicar. Many of these Vacancy meetings are formalised by the Diocesan authorities and follow a set pattern. The PCC held formal Section 11 and Section 12 meetings on 21 June and 5 July to agree a Parish Profile and Parish Brochure and to discuss with the Archdeacon

and the Bishop the way forward in appointing a new Vicar. The PCC held a further meeting on 9 July to discuss the proposal which had been put forward to appoint Revd Matt Broughton, at that time Curate at St Paul's Ireland Wood, who had been helping out with worship at St Giles during the vacancy.

PCC Standing Committee Meetings

The PCC Standing Committee consists of the Vicar, the churchwarden(s), the Treasurer and the Secretary and Bernard Williams and it acts for the PCC between full PCC meetings. It reports on its meetings to the PCC. During 2021, the Standing Committee met on 6 occasions (generally via email correspondence rather than face to face). During 2020, most Standing Committee meetings had concerned the Health and Safety aspects of COVID, but during 2021 a variety of other subjects were discussed including approval for minor fabric expenditure and preparation for Revd Matt Broughton's interview and his first PCC meeting.

Other PCC Committees

Finance Committee had as its members the Treasurer (Angela Smith), Vicar, Churchwarden, and Gillian and Andrew Taylor. This Committee covers all aspects of church finance and insurance including Stewardship and Collection envelopes. The PCC is grateful to Angela Smith who 'stepped up to the plate' and took on the role of Church Treasurer in January 2021.

Hall Management Committee deals with maintenance and bookings for the church hall. Under the leadership of Suzy Bidgood, the increase in bookings during the 2nd half of 2021 means we have managed to achieve an income of £3700 which is more than the figure of c£3000 in 2019. We are grateful to all our hirers, new and established, who have helped us maintain this income, a vital source of support for the church. Sadly however, a number of groups confirmed their decision not to resume activities in the hall after COVID.

Part of this financial success during 2021 is due to the introduction of a new fee structure, and a higher number of regular bookings by private groups. The

PCC are grateful for the enthusiasm and imagination shown by Suzy in order to achieve this.

Communications Team organises the communication surrounding all church services, notices, events and the St Giles Review monthly Magazine. It distributes information throughout the parish and beyond. Electronic distribution includes via the church website, A Church Near You and our Facebook Page. The e-mail communication system "Mailchimp" distributed weekly virtual services until the end of May 2021, and continues to distribute the monthly St Giles Review in an electronic version. The PCC approved the re-introduction of printed copies of St Giles Review and this was recommenced in September 2021 whilst continuing to distribute an electronic version via email. The team are grateful to Sue Ball who organises the distribution with the help of a team of distributors. The team also manages all the Noticeboards in and around Church, as well as the banners. This year we successfully used the Eventbrite booking system in conjunction with our website and Facebook to fill the two Christingle services to our maximum quota due to COVID. The Team also contributes an article to the Bramhope and Carlton Parish magazine three times a year. Its membership is Sarah Shay (Lead), Gill Pinches, Jacquie Howard and Jenni Hall. The 2 editors for the St Giles Review are Jenni Hall and Gill Pinches. We are looking for someone to join us and share the load, so please have a think!

Church Grounds Team This team is led by Alan Tomkins who organises a team of volunteers to maintain the church grounds, keeping them in excellent order. We are grateful for their continued work through out another difficult year. Our grounds are very visible from the main road and their tidy condition therefore provides an excellent showcase for our church.

Risk Management This team establishes and documents risk assessment procedures, and reviews annually risks in the Church and the Church Hall. This work is presently being done by the Churchwarden.

Ministry Leadership Team This team has not met this year and we anticipate that its role will be addressed by Revd Matt in his organisation of the two new Sunday services.

Safeguarding Safeguarding is an essential aspect of the church's work, enabling children and vulnerable adults to be safe in our care. Liz Johnson is our Safeguarding Officer. Under Liz's guidance, all members of the PCC had completed the basic Safeguarding Awareness training by March 2021. Liz and Angela Smith had also completed the Safer Recruiting Training organised by the Diocese. There is a Safeguarding report at every PCC meeting.

Fabric Committee is responsible for planning and carrying out the maintenance and repair of the church and the hall. Its members are Nick Pinches (Convenor) and Bernard Williams. A Quinquennial Inspection took place in April 2021. The Fabric Committee are pleased to report that there were no immediately pressing matters brought to light, although there is a need for a significant amount of repointing of stonework. During the year a new noticeboard was erected on the main road and it now awaits Revd Matt's details to be added! The PCC are grateful to Nick Pinches for his constant work on the fabric of the church and feel that the successful Quinquennial Inspection is due in no small part to the continual and on-going maintenance provided by the Fabric Committee.

General Data Protection Regulation (GDPR) Team. Data protection issues are dealt with on an ad hoc basis by Sarah Shay and Angela Smith.

Social Committee helps with organising social events both for mutual enjoyment and for fundraising for charities, and church funds. This committee is in abeyance and COVID has limited social events since March 2020. A highly successful 140th Anniversary Candlelit Dinner was however held in church on 3 December 2021. Although not intended as a fundraiser, £1000 was raised for church funds, and the occasion provided a marvellous opportunity for church fellowship. The PCC is grateful to Marion and Ian Skirrow for organising this event and hope that it will be the first of many social occasions as we emerge from COVID.

PCC Activities during 2021

As well as dealing with the impact of the COVID pandemic, the PCC was faced with another vacancy and the appointment of a new Vicar this year, and much of this report will deal with the PCC's response to this.

2021 Vacancy

The church and the PCC were sorry to hear in March 2021 that Revd Tom Lusty would be moving on to a new parish having only been with us for 2 years. Tom's time with us was short but very productive, although much impacted by the COVID pandemic and all that that entailed in interruptions to worship and all other aspects of church activities. The PCC, led very effectively by Nick Pinches our churchwarden, were committed to making the vacancy as short as possible. Nick and Jenni Hall, PCC Secretary, had an early Zoom meeting with Archdeacon Paul Ayres on 18 May 2021 to put forward our views that a short vacancy was essential bearing in mind the short time Tom had been with us. A timetable was agreed to produce a Parish Profile and Brochure, advertise the post, and hopefully appoint a new vicar early in 2022. The 'Section 11' PCC meeting on 21 June appointed Nick Pinches and Suzy Bidgood to act as PCC representatives at the interview panel for a new vicar. At the 'Section 12' PCC meeting on 5 July, Bishop Paul put forward the suggestion that the PCC might consider appointing Revd Matt Broughton as a full time permanent vicar as part of a 'mini plant' from St Pauls Ireland Wood. The aims of this plant would be firstly to develop an all-age congregation at St Giles and secondly to lead ministry to the Spring Wood development. There was funding for this plant for 2 years from Strategic Development Funding. After much discussion and having considered all aspects of church planting, including the effect it would have on our traditional forms of worship, the PCC agreed to interview Revd Matt for the post on 1 September 2021. After a successful interview, and with the support of the PCC, the Bishop was happy to appoint Revd Matt as vicar of St Giles. His licensing service on 31 October 2021 was a joyous occasion.

The PCC are grateful to Nick Pinches for his role in expediting this appointment, to Suzy Bidgood for her professional role in preparing for the interview, and also to the Diocese for their imaginative way in dealing with the vacancy. We are also very grateful to Sue and Ken Ball who took responsibility for looking after the empty vicarage during this period and for making sure it would be a happy and suitable home for the Broughton family.

Worship The opening line of our Mission Statement is 'Worship God – Father, Son and Holy Spirit'. We continue to rise to this challenge.

With the first lockdown in mid March 2020 the church was closed for worship and prayer by government legislation. Since then we have gradually reinstated worship in the church building in line with COVID rules, but always erring on the safe side. We continued with our weekly Sunday Virtual services until the end of May 2021 on the departure of Revd Tom Lusty. These pre recorded services included a welcome, hymns and songs, one or two of the lectionary readings, a sermon, prayers and a video for younger children.

Physical turnout at services began to pick up in the second half of 2021 although we appreciate that many members of our congregation are still anxious about returning. For comparison purposes, attendance at church on the first Sunday of October 2021 was 42. The church was closed due to lockdown on the same Sunday in 2020. Attendance on the same Sunday in 2019 (ie before COVID) was 86. With each change in government COVID regulations during 2021 we have tried to make the church space as safe and yet as accessible as possible. On Christmas Eve and Christmas Day 2020, 34 communicants attended the two church services, compared with 121 in 2019. Attendance at Christmas services in 2021 was encouraging with 94 adults and 67 young people at our Christmas Eve Christingle and Midnight services, and 36 adults and 5 young people at our service on Christmas Day.

Despite COVID, we were able to hold joint Lent and Advent courses with Bramhope Methodist Church.

During 2021, there were 4 baptisms, 5 weddings and 13 funerals in the church. At present we have only one service each Sunday at 9.30am, and there is a Bible Study/Prayer service on Thursday mornings at 10.30am.

Further statistics on worship can be found on the Diocesan website ([SfM_HEADINGLEY_460078_Bramhope St Giles.pdf \(anglican.org\)](#))

New Worship Pattern

From 9 January 2022 there will be a new Sunday worship pattern at St Giles with two Sunday morning services, a contemporary styled one at 9.30am specifically aimed at young families, and a traditional Common Worship Communion Service at 11am. This change in worship patterns is a direct result of the remit for Revd Matt's appointment and we look forward to the challenges and opportunities this will give us.

Pastoral Care Team

St Giles are lucky to have a dedicated Pastoral Care Team, led by June Pickles. They aim to keep in touch with and provide support for those members of our community who are vulnerable, lonely, bereaved or suffering from ill health.

2021 has proved to be almost as problematic as the previous year in maintaining contact and fellowship with church members and the wider community.

The team together with other helpers have continued to use WhatsApp and the telephone to check on the welfare of those who might be in need. In this we are reliant on the information which we are given.

They have continued to send appropriate cards throughout the year with the hope that in future it will be possible to visit those unable to attend church services.

Revd Matt is able and willing to administer communion to the housebound but we are again reliant on being given such information about those who are in need of that.

The PCC thanks all who have happily given their time to this important work.

Risk Management The Churchwarden with valuable support from the Standing Committee, the PCC and Suzy Bidgood has again been concerned with COVID Risk Assessments throughout the year in order to ensure the church and hall are safe for all users. Government and Diocesan guidelines have been followed. We have always aimed to err on the side of caution.

Finances

Income

2021 was another challenging year due to the COVID-19 pandemic. Overall income was £81,315 which is a marginal increase from £81,150 in 2020. However, compared to our pre-pandemic income of £95,903 in 2019, this is a fall of 15%.

Planned giving is the cornerstone of our income and thanks are due to those who have continued to give regularly to the church in these difficult times. Total planned giving has however fallen by 8% from £43,381 in 2020 to £39,946 in 2021. A number of regular givers have moved away or sadly died and new regular givers have not been recruited.

Collections increased slightly from £3,141 in 2020 to £3,663 in 2021, but are still well below the pre-pandemic level of £8,083 in 2019.

Income from weddings and funerals increased from £1,331 in 2020 to £3,756 in 2021.

The church hall has reopened following lockdown and income from lettings has increased from £2,481 in 2020 to £3,712 in 2021. The 50:50 club and parish magazine also continue to be valuable sources of income. The 140th anniversary dinner raised £1,000. The PCC designated this to the newly created Worship Development Fund, the purpose of which is to plant, nurture and grow a new all-age worship service and congregation. We are grateful to everyone who has organised and supported our fundraising activities.

Expenditure

Overall expenditure decreased from £81,119 in 2020 to £73,476 in 2021.

Our biggest item of expenditure is Parish Share. Our requested share for 2021 was £69,072. The PCC decided that we would pay only what we could afford without having to use any of our reserves. This resulted in a payment of £55,072. We therefore paid 80% of our share.

Total running expenses for the church building, church services and church hall were broadly unchanged at £15,027 in 2021 compared to £15,427 in 2020.

Reserves

Our reserves currently stand at £83,177. Of this total £61,792 is held in restricted or designated funds. £21,385 is for general purposes and this is equivalent to three months expenditure.

Parish Boundary The ecclesiastical boundary of St Giles Bramhope was changed on 1 December 2021 to include the new housing development at Spring Wood on the A660 and various other properties on High Ridge Way, Kings Road and the A660 which had previously come within the parish of Adel.

Outreach to Spring Wood Development

The Communications Team, in particular Jacquie Howard, have been proactive in outreach to our new neighbours in Spring Wood. A welcome video was produced and distributed via Face Book, our website and Mailchimp. A welcome leaflet has also been circulated. We have been very pleased to welcome some new families from Spring Wood to our Sunday services and to CATS, our Toddler Group. This outreach continues to be a priority for the PCC as it is one of the conditions why the diocese has been able to appoint a full time vicar to Bramhope.

Deanery Synod Joy Smith and Sue Ball are our representatives on this Synod and have reported to the PCC on its proceedings during 2021.

Work with Children and Young People

Our Toddler Group CATS started back in September 2021 and had 8 CATS meetings and 3 Toddler praise meetings in the Autumn term of 2021.

Whilst at the first the take up was lower than before we are now experiencing between 17 and 24 families each CATS session and up to 8 families for Toddler Praise. Many are returning families from before lockdown but we have also welcomed new members, including one from Spring Wood.

We have also been thrilled to have a number of new helpers who are enjoying the interaction with the young families as well as the many Grandparents. We are very grateful to them.

Sadly our Christmas craft session, aimed mainly to CATS members but also open to other children, had to be cancelled due to COVID but we made up craft kits with the nativity story which could be collected from the hall lobby on the day. We distributed the 30 kits and most people donated at least £5 for each kit which more than covered the costs.

Kidzclub has been unable to function at Bramhope Primary School due to COVID but its reinstatement in some form remains a priority when the situation returns to normal. Pizza Sunday has also fallen into abeyance.

Mothers Union

St Giles Mothers' Union had a meeting on 4 October 2021 and after discussion the 14 members present decided that there was no option but to close the group. The lack of people willing to organise meetings was the main reason.

However, we have decided to try and hold 3 or 4 coffee mornings each year to raise funds for MU and we are encouraging members to still pay their subs to Mary Sumner House directly.

There will be a formal closing service for the branch during 2022 as part of a Sunday service. This is the protocol of the Mothers' Union.

The PCC shares the sadness at the closure of the Bramhope MU. There has been a presence of MU at St Giles for 118 years.

Meet and Eat

We were delighted that reductions in Covid infections enabled us to resume our meetings once again in October 2021. Precautions were of course taken - diners were spaced further apart than usual, helpers were all vaccinated, and our cooks took a lateral flow test before beginning to prepare meals. It was great to welcome all our regulars, together with some new ones, back again to enjoy not

only a nourishing meal but also to socialise and catch up with the gossip! It was also good to meet our new vicar, Matt, who popped in to our first meeting to introduce himself.

In December, in addition to our normal lunch meeting, we also held a Christmas party. This was well attended and enjoyed by everyone. Unfortunately increasing levels of corona virus caused by the omicron variant meant that as a precaution our January meeting was cancelled. Hopefully this will only be a temporary measure and normal service can resume as soon as possible.

The PCC expresses sincere thanks to all the helpers who work so hard each month. In particular we are sad to bid farewell to Jude Jones, a key helper, who will be shortly returning to Wales. We do of course wish her every happiness in her new home.

Charities St Giles was again unable to organise a door to door collection for Christian Aid this year because of COVID, but an appeal was put in St Giles Review in May. For Harvest in 2021 the church collected goods for Caring for Life in Cookridge, a local Christian charity providing support for marginalised populations in Leeds. As part of our post COVID deliberations the PCC set up a Social Action Group under the leadership of Bernard Williams and initiated PCC support for PAFRAS (Positive Support for Refugees and Asylum Seekers), a Leeds charity. Since May there has been a weekly collection of food stuffs and toiletries for them. The church remains active in its support for the Children's Society. Our Annual Box Opening was held in November and two Christingle Services were held on Christmas Eve. As usual, our local Children's Society also raised money by selling Christmas cards and Christmas quizzes. Our Annual Toy Service in December collected toys for children at the PAFRAS Christmas party. Two parishioners organised a collection of toiletries and clothing for St George's Crypt in December also.

Conclusion St Giles continues to provide a Christian presence in Bramhope. We feel grateful that we have been able to appoint a new full time vicar and we look forward to a very hopeful future under his guidance and with the power of prayer for God's help. We look forward to an expanding younger congregation as

well as supporting long standing existing members of our congregation who have been so faithful during the last two years. Further details of all that goes on at St Giles' can be found on our parish website (stgilesbramhope.org.uk) and our Facebook page.

31 December 2021

**St Giles Bramhope
Parochial Church Council**

Annual Financial Statements

Year ending 31 December 2021

Introduction

The Annual Financial Statements have been prepared on a Receipts and Payments basis and comply with the Statement of Recommended Practice of the Charities Act 2011. Account headings are based upon SOFA/R&P headings for income and expenditure used by the Church of England.

Following discussion of these accounts at your meeting held on 24 January 2022 they were submitted for Independent Examination. The letter of the Independent Examiner is attached for your consideration. Members of the PCC are now asked to approve the accounts for submission to the Annual Parish Church Meeting to be held on 8 May 2022.

Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total fund	Prior year total funds
Receipts						
Planned giving	39,946	—	—	—	39,946	43,381
Collections and other giving	3,313	—	350	—	3,663	3,141
Other voluntary receipts	1,464	—	6,639	—	8,104	9,311
Gift Aid recovered	11,221	—	—	—	11,221	13,390
Other receipts	153	—	—	—	153	35
Activities for generating funds	13,394	—	—	—	13,394	9,109
Investment Income	90	—	—	—	90	332
Receipts from church activities	4,079	—	661	—	4,741	2,448
Total income	73,663	—	7,651	—	81,315	81,150
Payments						
Cost of generating funds	3,377	—	—	—	3,377	1,618
Missionary and Charitable Giving	—	—	—	—	—	—
Parish Share	55,072	—	—	—	55,072	64,072
Clergy and Staffing costs	800	—	—	—	800	625
Church Running Expenses	9,170	423	1,033	—	10,627	11,635
Hall Running Costs	3,434	—	165	—	3,600	3,167
Church Repairs & Maintenance	—	—	—	—	—	—
Hall Repairs & Maintenance	—	—	—	—	—	—
New Building work	—	—	—	—	—	—
Governance Costs	—	—	—	—	—	—
Total expenditure	71,854	423	1,199	—	73,476	81,119
Net income / (expenditure) resources before transfer	1,809	(423)	6,452	—	7,838	31
Transfers						
Gross transfers between funds - in	—	1,000	—	—	1,000	—
Gross transfers between funds - out	(1,000)	—	—	—	(1,000)	—
Other recognised gains / losses						
Gains / losses on investment assets	—	—	—	—	—	—
Gains on revaluation, fixed assets, charity's own use	—	—	—	—	—	—
Net movement in funds	809	576	6,452	—	7,838	31
Total funds brought forward	20,576	42,565	12,197	—	75,339	75,307
Total funds carried forward	21,385	43,141	18,650	—	83,177	75,339
Represented by						
Unrestricted						
General fund	21,385	—	—	—	21,385	20,576
Designated						

Asbestos	—	—	—	—	—	—
Flower	—	163	—	—	163	586
Kitchen	—	—	—	—	—	—
Witham	—	41,978	—	—	41,978	41,978
Worship Development	—	1,000	—	—	1,000	—
Restricted						
Children	—	—	1,239	—	1,239	1,002
Church Hall Boiler Appeal	—	—	—	—	—	—
Elderly Services	—	—	1,533	—	1,533	1,456
Fabric	—	—	15,876	—	15,876	9,739
Lighting	—	—	—	—	—	—
Rydal Hall	—	—	—	—	—	—

Balance sheet

	Total funds	Prior year funds
Current assets		
Cash at bank and in hand	83,289	75,339
	83,289	75,339
Liabilities		
Creditors: Amounts falling due in one year	112	—
	112	—
Net current assets less current liabilities	83,177	75,339
Total assets less current liabilities	83,177	75,339
Total net assets less liabilities	83,177	75,339
Represented by		
Unrestricted		
General fund	21,385	20,576
Designated		
Worship Development	1,000	—
Flower	163	586
Witham	41,978	41,978
Kitchen	—	—
Asbestos	—	—
Restricted		
Fabric	15,876	9,739
Children	1,239	1,002
Elderly Services	1,533	1,456
Lighting	—	—
Rydal Hall	—	—
Church Hall Boiler Appeal	—	—
Funds of the church	83,177	75,339

Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last
year						
Current assets - Cash at bank and in hand						
Bank current account -	5,762	1,163	8,262	—	15,188	7,351
Bank deposit account -	15,471	41,978	10,500	—	67,949	67,859
Cash in hand -	151	—	—	—	151	128
Totals	21,385	43,141	18,762	—	83,289	75,339

Liabilities - Agency accounts

Agency collections -

	—	—	112	—	112	—
Totals	—	—	112	—	112	—
Grand total	21,385	43,141	18,650	—	83,177	75,339

Fund movement by type

		Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
General - General fund							
Unrestricted		20,576	73,663	71,854	(1,000)	—	21,385
Sub-total for General		20,576	73,663	71,854	(1,000)	—	21,385
Fabric - Fabric							
Restricted		9,739	6,846	708	—	—	15,876
Sub-total for Fabric		9,739	6,846	708	—	—	15,876
Worship De - Worship Development							
Designated		—	—	—	1,000	—	1,000
Sub-total for Worship De		—	—	—	1,000	—	1,000
Children - Children							
Restricted		1,002	658	421	—	—	1,239
Sub-total for Children		1,002	658	421	—	—	1,239
Elderly - Elderly Services							
Restricted		1,456	146	69	—	—	1,533
Sub-total for Elderly		1,456	146	69	—	—	1,533
Flower - Flower							
Designated		586	—	423	—	—	163
Sub-total for Flower		586	—	423	—	—	163
Property - Witham							
Designated		41,978	—	—	—	—	41,978
Sub-total for Property		41,978	—	—	—	—	41,978
Kit - Kitchen							
Designated		—	—	—	—	—	—
Sub-total for Kit		—	—	—	—	—	—
Ltg - Lighting							
Restricted		—	—	—	—	—	—
Sub-total for Ltg		—	—	—	—	—	—
Asbestos - Asbestos							
Designated		—	—	—	—	—	—
Sub-total for Asbestos		—	—	—	—	—	—
Rydal - Rydal Hall							
Restricted		—	—	—	—	—	—
Sub-total for Rydal		—	—	—	—	—	—
Boiler - Church Hall Boiler A							
Restricted		—	—	—	—	—	—
Sub-total for Boiler		—	—	—	—	—	—
Grand total		75,339	81,315	73,476	—	—	83,177

Independent examiner's report to St Giles Bramhope PCC

I report to the PCC on my examination of the accounts of St Giles Bramhope for the year ended 31 December 2021

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. Accounting records were not kept in respect of St Giles Bramhope as required by section 130 of the Act ; or
2. The accounts do not accord with those records .

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



Joyce R

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Bramhope

Leeds

LS16 9DZ

25 February 2022

Accounts

St Giles' Parochial Church Council, Bramhope
Annual Report for year ending 31 December 2020

Vision Statement

The vision of St Giles' is to be a church that worships, welcomes, and shares God with all our community and beyond.

Mission Statement

St Giles' exists in order to

- Worship God – Father, Son and Holy Spirit
- Proclaim the gospel of Jesus Christ
- Look for God's kingdom in the world
- Nurture the family of the church
- Work for peace and justice

Background

St Giles' Parochial Church Council (PCC) is responsible for promoting the work in the Parish of the whole mission of the Church, pastoral, evangelical, social and ecumenical. The PCC is also responsible for the maintenance of the church, church grounds and the adjoining church hall. The PCC is a corporate body established by the Church of England and operates under the Parochial Church Council Powers Measure. The PCC has complied with its duty under s5 of the Safeguarding and Clergy Discipline Measure 2016 and has regard to guidance on safeguarding children and vulnerable adults, a duty which it takes seriously.

Administrative Information

St Giles Church is situated on the junction of Church Hill, Bramhope and the main A660 road from Leeds to Otley. It is part of the Diocese of Leeds within the Church of England and the correspondence address is St Giles Parish Church, Church Hill, Bramhope, LS16 9BA. The church is registered as a charity, charity number 1129657. PCC members are trustees of this charity and therefore have responsibilities to the Charity Commission.

Parochial Church Council

The Vicar, the two churchwardens and the Reader are ex-officio members of the PCC, as are two Deanery Synod representatives. They are joined by 15 lay members of the congregation who are elected at the Annual Parochial Church Meeting (APCM) in

accordance with the Church Representation Rules. Lay members serve for 3 years, with a maximum of two terms, and 5 retire on a rolling basis each year.

Incumbent Revd Tom Lusty

Churchwardens Mr Nick Pinches (Vice-Chair until November 2020)
Mrs Angela Smith (Vice-Chair from November 2020)

Secretary Mrs Jenni Hall

Reader Mr Jonathan Slater (ex-officio)

Deanery Synod Representatives Dr Sue Ball and Mrs Joy Smith (both elected November 2020) (ex officio)

Normally the church holds its APCM in April of each year when a new PCC is elected. Because of the COVID pandemic in 2020, the APCM was delayed until 15 November 2020. Therefore, the elected Lay Members served from April 2019 until November 2020. The new 2020-2021 PCC was elected at the APCM on 15 November 2020 and its members are:

Mrs Joy Smith	retires 2021 (2 nd Term)
Mr Alan Tomkins	retires 2021 (2 nd Term)
Mrs Liz Johnson	retires 2021 (1 st Term)
2 vacancies	retiring 2021
Mr Bernard Williams	retires 2022 (1 st Term)
Mrs Catherine Shields	retires 2022 (2 nd Term)
Mrs Jenni Hall	retires 2022 (1 st Term)
Mrs Sarah Shay	retires 2022 (1 st Term)
Mrs Lisa Wright	retires 2022 (1 st Term)
Mrs Eddie Whitehead	retires 2023 (2 nd Term)
Mrs Hazel Lee	retires 2023 (1 st Term)
3 vacancies	retiring 2023

The PCC thanks all members of the 2019-2020 PCC who served for an extra 7 months from April-November 2020. It welcomes Lisa Wright, Sarah Shay and Liz Johnson who joined the PCC in January 2020, and thanks Sheila Williams who retired from the PCC in June 2020. Thanks are also due to Krystyna Novak, Jude Jones, Lesley Reeves and Miranda Reynard

who retired from the PCC in November 2020. We thank Eddie Whitehead, re elected to the PCC in November 2020 and Hazel Lee, elected as a new PCC member in November 2020. We welcome Sue Ball and Joy Smith who were elected our representatives on the Deanery Synod in November 2020.

The Deputy Wardens were Hazel Lee, Jean Bradshaw, Jean Weatherill, Marion Skirrow, and Sue Ball.

PCC Meetings

The PCC met in January, March, June, July (2nd and 28th), September and November 2020. Meetings from June onwards were held via Zoom. All meetings were chaired by the Vicar. The average attendance at these meetings was 84%. Two of these meetings, 2 and 28 July, were special meetings arranged at short notice to discuss Risk Assessments for the Church building and the Church Hall as a result of changes in COVID regulations.

Committees

The PCC does its work with the help of a number of committees who report to the PCC on a regular basis. The Vicar is an ex officio member of all these committees.

Standing Committee consists of the Vicar, the 2 churchwardens, the Treasurer and the Secretary and it acts for the PCC between full PCC meetings. Given the need to respond to the rapidly changing COVID situation during the year, this committee had 10 Zoom meetings between April and December 2020. These meetings dealt with matters such as church risk assessments, plans for worship, pastoral support during lockdown, and finances. The PCC was informed of their decisions and emergency PCC meetings were called when the Standing Committee felt that full PCC approval was needed for particular decisions.

Finance Committee had as its members the Treasurer (Bernard Williams), Revd Tom Lusty (ex officio), Angela Smith, Joanne Dawdry (succeeded by Joy Smith in January 2021), and Gillian and Andrew Taylor. This Committee covers all aspects of church finance and insurance including Stewardship and Collection envelopes. Joanne and Bernard both stood down at the end of 2020 and the PCC are grateful for all their work over many years. Joy Smith is taking over Joanne's role with Envelope Collection and Angela Smith is now dealing with day to day finances. However, we do need a Treasurer to take an overall view on finances – you are out there somewhere!

Hall Management Committee deals with maintenance and bookings for the church hall. During the year the Committee bade farewell to Tony North and Julie Tomkins who have both retired, with thanks for their many years of service. The PCC are delighted to welcome Suzy Bidgood who has taken over the lead of this team on Hall Bookings.

Communications Team organises the communication surrounding all church services, notices, events and the St Giles Review monthly Magazine. It distributes information throughout the parish and beyond. Electronic distribution includes via the church website, A Church Near You and our Facebook Page. The e-mail communication system "Mailchimp" is used to e-distribute weekly virtual services, as well as the St Giles Review in an electronic version. The team also manage the screen ads shown in Church and all the Noticeboards in and around Church, as well as banners. It organises Easter and Christmas Cards and the additional communications of events in the village around this time. It contributes an article to the Bramhope and Carlton magazine three times a year. Its membership is Sarah Shay (Lead), Gill Pinches, Bill Cunliffe and Jenni Hall. The editorial team for the St Giles Review includes Tom Lusty, Jenni Hall and Gill Pinches.

Church Grounds Team This team is led by Alan Tomkins who organises a team of volunteers to maintain the church grounds, keeping them in excellent order. Their work has been especially difficult this year and we are grateful for their continued work.

Risk Management This team establishes and documents risk assessment procedures, and reviews annually risks in the Church and the Church Hall. This work is presently being done by the Churchwardens (in particular Angela Smith) who have been extremely busy this year with numerous COVID risk assessments. Following a review of the fire risk assessment, our fire precautions and procedures have also been amended and supplemented where considered necessary.

Ministry Leadership Team The membership of this team is Tom Lusty (Convenor), Jonathan Slater, Bryan Bunday, Angela Smith (until November 2020), and Alan Tomkins (joined by Bernard Williams and Gill Pinches in November 2020). The MLT supports the vicar in planning and organising worship.

Safeguarding Safeguarding is an essential aspect of the church's work, enabling children and vulnerable adults to be safe in our care. Liz Johnson is our Safeguarding Officer.

Fabric Committee is responsible for planning and carrying out the maintenance and repair of the church and the hall. Its members are Nick Pinches (Convenor) and Bernard Williams. A Quinquennial Inspection, due in 2020, has been postponed until April 2021.

General Data Protection Regulation (GDPR) Team is responsible for ensuring St Giles' complies with legislation on data protection. Its members were Miranda Reynard (Data Protection Lead), and Catherine Shields.

Social Committee helps with organising social events both for mutual enjoyment and for fundraising for charities, and church funds. This committee is in abeyance and COVID has meant that no social events have been held since March 2020.

PCC Activities during 2020

All aspects of the work of the PCC since March 2020 have been heavily impacted by the COVID pandemic. This report will therefore look at how the PCC has attempted to deal with each aspect of its activities through the lens of COVID. The PCC, and in particular the Standing Committee, have been grateful for the support given by the COVID team at the Diocese throughout the year. Their advice has in general been very timely and wise.

Worship The opening line of our Mission Statement is 'Worship God – Father, Son and Holy Spirit'. Our challenge has been how to achieve this with a closed building.

With the first lockdown in mid March 2020 the church was closed for worship and prayer by government legislation. The PCC was able very quickly to start a weekly Sunday Virtual service via 'Mailchimp', a marketing email tool which we had already been using for monthly newsletters. Our first Virtual Service was on Passion Sunday, 29 March 2020, and since then we have distributed 41 Sunday morning services during 2020, plus additional Virtual Services for Holy Week, Maundy Thursday, Good Friday and Ascension Day.

The pre recorded services include a welcome, hymns and songs, one or two of the lectionary readings, a sermon, intercessory prayers and a video for younger children. As time has gone on, church notices, including charitable appeals, have also featured in the service. The Virtual Service goes to 326 email addresses. It is generally opened by about 35% of addressees, a figure which has understandably declined over the year (it was opened by 46% on 29 March) but appears stable now.

The PCC is grateful to all who have contributed to these services, fighting technology in their homes and gardens, and producing prayers, readings, sermons, children's videos, and music from our Band members.

Apart from virtual Sunday services, mid week recorded reflections were produced by the Vicar during the early stages of lockdown and distributed via the church Facebook page and on the church website. A monthly recorded service for the residents and staff at Ashcroft House was also produced.

Despite some easing of lockdown in mid June, the PCC decided against opening the building for private prayer at that stage. However, the church was opened for funerals and weddings in July and for private prayer on Sundays in church in August. From 3 September the church was open for Services of the Word on Sunday and Thursday mornings, and for communion services from 4 October.

Physical turnout at services has been understandably low given the high level of vulnerability and shielding amongst our regular congregation. Two examples illustrate this. On Sunday 25 October 2020, 18 communicants attended the 9.30am service at St Giles (91 attended the two services on the similar Sunday in 2019). On Christmas Eve and Christmas Day 2020, 34 communicants attended the two church services, compared with 121 in 2019. During 2020, there were 1 baptism, 2 weddings and 8 funerals in the church.

Communications Since March 2020 communication with our congregation and with the rest of our local community has been challenging. We have relied on our Church Website, our Facebook page, our entry in 'A Church near You' website, and our Virtual Services to keep in touch. We have used our 'Mailchimp' distribution to inform our congregation of changes to COVID regulations as far as church opening is concerned. Our parish magazine, St Giles Review, which was previously distributed to about 200 households and 30 local businesses, 'went digital' from April and is now distributed via email. It goes free to 400 email addresses and the email is on average opened by 40% of its recipients. We are conscious of the difficulties faced by those members of our congregation who do not have access to digital communications. We print off in house copies of the magazine for them. The PCC has also used Zoom in a variety of ways. Numerous church meetings (including the APCM in November 2020) have been held in this way, 'Coffee Zooms' for Remembrance Sunday (when we streamed the Village Remembrance service) and Advent, and our Advent Course with Bramhope Methodist Church. It was not possible to distribute Easter and Christmas cards throughout the village during 2020.

Safeguarding We welcomed Liz Johnson as our Safeguarding Officer in January 2020. The PCC considers a safeguarding report at every meeting. There was a considerable backlog in DBS checks and Safeguarding Training to catch up on. **All** PCC members, in addition to anyone working directly with children and vulnerable adults, must be DBS checked and trained. By March 2020, after a lot of hard work, Liz was able to report that all outstanding DBS checks had been completed. It has been more difficult for Liz to organise even basic safeguarding training sessions given the lockdown situation. There were no safeguarding issues to report during the year although some work has been done on the review of historic cases undertaken by the Diocese.

Pastoral Care Team

St Giles are lucky to have a dedicated Pastoral Care Team, led by June Pickles. They aim to keep in touch with and provide support for those members of our community who are vulnerable, lonely, bereaved or suffering from ill health. The past year has been a difficult one for the Pastoral Care Team which has to rely on personal contact about the wellbeing of members of the congregation. They have been unable to access the information which previously came from Meet and Eat, Open House and the socialising at coffee following the Sunday service.

There are nine people in the team who have kept in touch by means of WhatsApp. In addition, a number of people have kindly offered to maintain contact with those who are isolated and often alone.

The team took on the task of phoning on a regular basis the more elderly members of the congregation for a chat and check that they are coping.

Appropriate cards have been sent to those who were ill or bereaved on behalf of St Giles and on a more cheerful note cards and small gifts were delivered on extra special birthdays.

50 cards and gifts were distributed at Christmas time to those who under normal circumstances would have enjoyed the food and fellowship of Meet & Eat and Open House. The PCC thanks June and all the Team as well as all others who have supported the team in this difficult year. The Team can however only provide support and help to those they hear about, so communication is important.

Risk Management The Churchwardens have been very concerned with COVID Risk Assessments throughout the year in order to ensure the church and hall are safe for all users. Government and Diocesan guidelines have been followed. It has inevitably been a balancing act between an approach which some might have felt was over cautious and the need to ensure the safety of visitors to the church and hall, many of whom could be in vulnerable groups. The Churchwardens have openly been on the side of caution. A Risk Assessment prepared by the Churchwardens in advance of the end of the first lockdown was approved by the PCC in July 2020. This Assessment included aspects such as social distancing, the resulting limits on church occupancy, cleaning regimes, service patterns and use of PPE.

In addition, during the year, a new Fire Risk Assessment was completed by Nick Pinches and adopted by the PCC in September 2020. New signage, emergency lighting and fire extinguishers have been installed and policy changes on emergency gathering points and maximum numbers in the church adopted.

Finances The Financial Statement for 2020 reflects the restrictions introduced by the Government in response to the corona virus pandemic. For much of the year the church and church hall have been closed physically. This has resulted in a significant reduction in income. Collections have reduced from £8,083 in 2019 to £3,041 in 2020. Income from church hall lettings has reduced from £6,707 in 2019 to £2,481 in 2020. Fortunately, income from planned giving and donations have held up well and a great debt of thanks is due to all those who have continued to support the church through this challenging period. Overall, total income fell from £95,821 in 2019 to £81,119 in 2020.

Our biggest item of expenditure every year is payment of Parish Share which normally accounts for 80% of our income. Due to the significant fall in income during the year the PCC decided that we would only pay as much as we could afford without having to use our reserves. This resulted in a payment of £64,072 which is £5,000 less than our assessment. Our corresponding Parish Share payment in 2019 was £63,500. This is still considered a significant achievement in a lockdown year. We therefore paid over 90% of our parish share, compared with an average of 82% paid by parishes in the Diocese of Leeds and 74% in the wider Diocese (which contains four other areas) in 2020.

Our reserves currently stand at £75,339. However, of this total some £ 54,762 is held in restricted or designated funds. Only £20,576 is for general purposes and this is equivalent to three months expenditure. This is considered to be a minimum requirement as the situation in 2021 is also likely to prove financially uncertain.

Our Treasurer retired at the end of the 2020 financial year and Angela Smith has very kindly taken on the financial role from January 2021 onwards. However, this is just a temporary arrangement and a replacement treasurer is still urgently required.

Fabric Nick Pinches continues to keep a close eye on the fabric of the church and hall even though both were not in use during much of 2020. One important improvement in September 2020 was the installation of broadband Wifi throughout the church and hall buildings. Other tasks undertaken by Nick during lockdown were a complete overhaul of the files in the filing cabinet and the preparation of a quantity of historic documents for storage at the West Yorkshire Archive Service in Morley where they can be properly indexed and stored. In addition, the Terrier and Inventory has been updated and corrected. A new Children's Area in church has been laid out to bring children physically more into the worship of the church. Unfortunately this was established just before the first lockdown and we hope to make full use of this area when things return to normal.

Church Hall Again, the church hall has been empty for most of the year, but this has been an opportunity for Suzy Bidgood to amend the hiring documentation and processes. This includes the requirement for hall hirers to follow safeguarding policies and procedures that meet CofE standards. This will come into force when hall bookings can be undertaken again. Suzy also did valuable work on ensuring that the Hall is COVID safe and on creating COVID booking instructions for hirers.

Parish Boundary The ecclesiastical boundary of St Giles does not include the new housing development on the A660 which comes within the parish of Adel. However the Vicar has agreed with the Rector of Adel in principle that we should consider the new housing to be within our responsibility. In the meantime, Adel are in discussion with the Diocese on other changes to their boundary which they were apparently not aware of. The matter would then need to be put to a future meeting of the Leeds Area Mission and Pastoral Committee. In the meantime, St Giles and Bramhope Methodist Church are discussing ways of outreach to our new neighbours.

Deanery Synod Deanery Synod meetings have been impacted by COVID like everything else. Joy Smith and Sue Ball were elected our representatives on this Synod in November 2020.

Home Groups A Lent Group jointly with Bramhope Methodist Church was planned on the subject of climate change using material from the Methodist Church entitled 'All We Can'. Unfortunately only two meetings were held in March 2020 before lockdown intervened. We were able to run an Advent Course by Zoom, again jointly with Bramhope Methodist Church. We used the York Courses course 'Living in Hope' written by Catherine Fox.

Work with Children and Young People CATS continued to connect to all the families each week during Term time via a video on WhatsApp to 52 participants. This video has a welcome, a story reading and a song and occasionally a craft. We have continued to add names to the WhatsApp group from Baptism families.

Similarly, a CATS Toddler Praise video goes out to the same people every 1st Wednesday. However the video has a more defined Christian content compared with the weekly CATS videos. Feedback from both types of videos is limited but what feedback we have had has been encouraging.

In the week before Christmas 2020 we distributed 26 cake boxes to the regular attendees at CATS, which included 5 crafts to accompany a booklet, telling the Christmas Story.

Children's videos for the Sunday Virtual services have been produced and 2 videos for Bramhope Primary School at Christmas. St Giles Facebook page has also been used to keep in touch with our CATS families.

Kidzclub has been unable to function at Bramhope Primary School due to COVID. Pizza Sunday has also fallen into abeyance.

Mothers Union Sadly the Mothers' Union have only met once in 2020 at their AGM in February. They have 28 paid up members at present.

They have offered to meet virtually but there was little enthusiasm for it. However all members are being contacted by members of the committee on a regular basis.

They compiled two services during the course of the year; one for Mary Sumner Day and one for the start of Advent plus also taking part in the Wave of Prayer on Zoom. These were distributed with the Sunday Virtual Services.

Hopefully when COVID restrictions relax they will be able to resume their physical meeting.

Meet and Eat and Open House During 2020 the PCC agreed that Open House is now under the umbrella of Elderly Services generally and Meet and Eat in particular in order to enable it to access funding.

Due to COVID, Meet and Eat only managed to operate once in 2002, in February. They didn't have a meeting in January as it would have fallen on New Year's Day. Then lock down happened and Meet and Eat have not managed to meet since.

They managed to keep in touch with their diners by delivering a gift bag at Christmas containing a card, present and a quiz. Without exception they were well received. So much so that they are hopefully going to do the same for Easter. They hope for better times in 2021.

If they are able to get together in the summer they plan a social event so everyone can meet up over a cup of tea and cake. This would enable them to evaluate how many people are still able/willing to meet up again. Hopefully Meet and Eat can begin again in October.

Open House has obviously not met since February either.

Charities St Giles was unable to organise a door to door collection for Christian Aid this year because of COVID, but an appeal was put in St Giles Review in May. For Harvest in 2020 the church collected goods for Leeds North and West Food Bank. During Autumn also we answered an appeal from the Refugee Council to collect winter clothing for local asylum seekers. The church remains active in its support for the Children's Society. Three Christingle Services were organised, of which only two were able to take place, one via Zoom. As usual, our local Children's Society also raised money by selling Christmas cards and Christmas quizzes, and were able to send more than £1k to the Society. Two parishioners collected toys for Leeds Social Services at Christmas time as usual and two others organised a collection of toiletries and clothing St George's Crypt.

The Future Even before COVID, the PCC were concerned about the future of St Giles Church. Falling income, lack of appeal to younger generations, the impact of having a part time rather than full time priest, all conspired to give the PCC concern. A PCC Away Day was planned for March 2020 to consider responding to these changed circumstances. Again COVID intervened. None of these problems have gone away and a post COVID world will again be different. A PCC Away Day is planned for February 2021 to discuss all these matters.

Conclusion St Giles continues to provide a Christian presence in Bramhope. A post COVID world will however be very different and will present many problems for our church in terms of emerging different ways of worshipping and supporting each other. The PCC hopes to face these challenges with the support of the congregation. Further details of all that goes on at St Giles' can be found on our parish website (stgilesbramhope.org.uk) and our Facebook page.

31 December 2020

St Giles Bramhope PCC

Annual Financial Statements

Year Ending December 31st 2020

Introduction

The Annual Financial Statements have been prepared on a Receipts and Payments basis and comply with the Statement of Recommended Practice of the Charities Act 2011. Accounts are presented using SOFA/R&P headings used by the Church of England.

Following discussion of these accounts at your meeting held on 25th January 2021 they were submitted for Independent Examination. The letter of the Independent Examiner is attached for your consideration.

Members of the PCC are now asked to approve the accounts for submission to the Annual Parish Meeting to be held on 25th April 2021.

Receipts and Payments Account

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Receipts						
Planned giving	43,381	—	—	—	43,381	43,128
Collections and other giving	3,141	—	—	—	3,141	8,083
Other voluntary receipts	3,035	—	6,276	—	9,311	7,978
Gift Aid recovered	13,390	—	—	—	13,390	12,668
Other receipts	35	—	—	—	35	1,551
Activities for generating funds	9,109	—	—	—	9,109	16,454
Investment Income	332	—	—	—	332	504
Receipts from church activities	1,765	—	683	—	2,448	5,533
Total receipts	74,191	—	6,959	—	81,150	95,903
Payments						
Cost of generating funds	1,618	—	—	—	1,618	2,839
Missionary and Charitable Giving	—	—	—	—	—	—
Parish Share	64,072	—	—	—	64,072	63,500
Clergy and Staffing costs	625	—	—	—	625	2,373
Church Running Expenses	9,922	105	1,607	—	11,635	15,233
Hall Running Costs	2,888	—	278	—	3,167	3,319
Church Repairs & Maintenance	—	—	—	—	—	8,556
Hall Repairs & Maintenance	—	—	—	—	—	—
New Building work	—	—	—	—	—	—
Governance Costs	—	—	—	—	—	—
Total payments	79,127	105	1,886	—	81,119	95,821
Excess of receipts over payments before transfer	(4,935)	(105)	5,072	—	31	82
Transfers						
Gross transfers between funds - in	—	—	—	—	—	5,453
Gross transfers between funds - out	—	—	—	—	—	(5,453)
Excess of receipts over payments before other gains / losses	(4,935)	(105)	5,072	—	31	82
Net movement in funds	(4,935)	(105)	5,072	—	31	82
All assets at 01 January 2020	25,511	42,670	7,125	—	75,307	75,225
All assets at 31 December 2020	20,576	42,565	12,197	—	75,339	75,307
Represented by						
Unrestricted						
General fund	20,576	—	—	—	20,576	25,511
Designated						
Asbestos	—	—	—	—	—	—
Flower	—	586	—	—	586	692

Kitchen	—	—	—	—	—	—
Witham	—	41,978	—	—	41,978	41,978
Restricted						
Children	—	—	1,002	—	1,002	665
Church Hall Boiler Appeal	—	—	—	—	—	—
Elderly Services	—	—	1,456	—	1,456	1,430
Fabric	—	—	9,739	—	9,739	5,029
Lighting	—	—	—	—	—	—
Rydal Hall	—	—	—	—	—	—

Balance sheet

Class and code	Description	This year	Last year
Current assets			
6501	Bank current account	7,351	7,651
6505	Bank deposit account	67,859	67,527
6510	CCLA (CBF) deposit account	—	—
6590	Cash in hand	128	128
Z05	Accounts Receivable	—	—
	Total Current assets	75,339	75,307
Liabilities			
6699	Agency collections	—	—
Z04	Accounts Payable	—	—
	Total Liabilities	—	—
	Net Asset surplus(deficit)	75,339	75,307
Reserves			
	Excess / (deficit) to date	31	82
Z01	Starting balances	75,307	75,225
	Total Reserves	75,339	75,307
	Represented by funds		
	Unrestricted	20,576	25,511
	Designated	42,565	42,670
	Restricted	12,197	7,125
	Endowment	—	—
	Total	75,339	75,307

Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
Current assets - Cash at bank and in hand						
Bank current account -	5,066	586	1,697	—	7,351	7,651
Bank deposit account -	15,381	41,978	10,500	—	67,859	67,527
Cash in hand -	128	—	—	—	128	128
Totals	20,576	42,565	12,197	—	75,339	75,307
Grand total	20,576	42,565	12,197	—	75,339	75,307

Fund movement by type

Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
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Asbestos - Asbestos						
Designated	—	—	—	—	—	—
Sub-total for Asbestos	—	—	—	—	—	—
Boiler - Church Hall Boiler A						
Restricted	—	—	—	—	—	—
Sub-total for Boiler	—	—	—	—	—	—
Children - Children						
Restricted	665	394	56	—	—	1,002
Sub-total for Children	665	394	56	—	—	1,002
Elderly - Elderly Services						
Restricted	1,430	248	222	—	—	1,456
Sub-total for Elderly	1,430	248	222	—	—	1,456
Fabric - Fabric						
Restricted	5,029	6,317	1,607	—	—	9,739
Sub-total for Fabric	5,029	6,317	1,607	—	—	9,739
Flower - Flower						
Designated	692	—	105	—	—	586
Sub-total for Flower	692	—	105	—	—	586
Kit - Kitchen						
Designated	—	—	—	—	—	—
Sub-total for Kit	—	—	—	—	—	—
Ltg - Lighting						
Restricted	—	—	—	—	—	—
Sub-total for Ltg	—	—	—	—	—	—
Property - Witham						
Designated	41,978	—	—	—	—	41,978
Sub-total for Property	41,978	—	—	—	—	41,978
Rydal - Rydal Hall						
Restricted	—	—	—	—	—	—
Sub-total for Rydal	—	—	—	—	—	—
General - General fund						
Unrestricted	25,511	74,191	79,127	—	—	20,576
Sub-total for General	25,511	74,191	79,127	—	—	20,576
Grand total	75,307	81,150	81,119	—	—	75,339

Independent examiner's report to St Giles Bramhope PCC

I report to the PCC on my examination of the accounts of St Giles Bramhope for the year ended 31 December 2020

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. Accounting records were not kept in respect of St Giles Bramhope as required by section 130 of the Act ; or
2. The accounts do not accord with those records .

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



Joyce R Liddle

FCA , CTA

2 The Rowans

Bramhope

Leeds

LS16 9DZ

11 February 2021