

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE, MENSTON WITH WOODHEAD IN THE BRADFORD EPISCOPAL AREA OF THE DIOCESE OF LEEDS

England & Wales · Charity number 1129823

Details

Other names	THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF ST JOHN THE DIVINE, MENSTON WITH WOODHEAD IN THE BRADFORD DIOCESE, ST JOHN'S PCC MENSTON WITH WOODHEAD
Status	Registered
Legal form	Previously excepted
Registered	2009-05-27
Register	View on the Charity Commission register

Contact

Address	St. Johns Church Burley Lane Menston Ilkley West Yorkshire LS29 6EU
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Activities

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

Activities: Provide buildings and facilities for worship and activities in the community. Donations are made to various charities, worldwide, national and local.

Classification

- **How:** Makes Grants To Organisations, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£89,449	£93,463	-	-
2023-12-31	£112,938	£104,493	-	-
2022-12-31	£135,334	£284,469	-	-
2021-12-31	£170,552	£107,035	-	-
2020-12-31	£92,430	£97,066	-	-

Trustees

Name	Role	Appointed
Rev Joanna Glenwright	Chair	2024-09-08
Catherine Meakin		2019-04-07
David Mercer		2020-09-27
Dominic Hall		2023-04-30
Dorothy Scriminger Slater		2024-04-28
Hannah Needle		2020-09-27
James Edward Sheppard		2024-04-28
Janette Hazel Woodland		2024-04-28
Julie Diane West		2022-09-01
MRS H J FEATHERS		2011-07-12
MRS M BANISTER		
Rev ANDREW HOWORTH		2020-09-27
Sarah Anne Smith		2019-04-07
Wendy Thornhill		2021-04-18

Accounts

Parish Church Council of

St John the Divine,
Menston with Woodhead

Annual Report for the Parish Church Council

for the year ended 31 December 2024

Presented at the APCM on
Sunday 11 May 2025

*Incorporating the financial statements of the
Parochial Church Council*



Bank: HSBC Bank, 33 Park Road, Leeds, LS1 1LD

Independent Examiner: Linda P Nelson FCCA, BFE Brays Chartered
Accountants, Building Society Chambers, Wesley Street, Otley, LS21 1AZ

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MINUTES OF THE ANNUAL VESTRY MEETING SUNDAY 28 APRIL 2024

The Reverend Andrew Howorth, Associate Priest, took the Chair and welcomed people to the meeting.

Annual Vestry Meeting

1. Nomination of Minutes Secretary

Mrs Julie West was appointed secretary for the Annual Vestry and Annual Parochial Church Meeting.

2. Minutes of the Annual Vestry Meeting 2023

The minutes of the Vestry meeting held on 30 April 2023 were unanimously agreed as a true record. Proposed by Dr Colin Alexander and seconded by Peter Wilbraham.

3. Election of Churchwardens

There were nominations for the post of churchwarden:

Hilary Feathers Proposed by Elizabeth Leopold and seconded by Judith Knaggs.

Dominic Hall Proposed by David Mercer and seconded by Jane Pratt.

There being no further nominations, and were duly elected unanimously to serve as Churchwardens for the coming year.

4. Any Other Business

There was no further business and the Annual Vestry Meeting was declared closed.

MINUTES OF THE ANNUAL PAROCHIAL CHURCH MEETING SUNDAY 28 APRIL 2024

The Reverend Andrew Howorth, associate Priest, welcomed all present and reminded the meeting that only those on the Electoral Roll were eligible to vote.

1. Apologies for absence were received from: Iain Johnson, Ann Dixon, Barbara Chadwick and Marjorie Body.
2. The Minutes of the Annual Parochial Church Meeting Held on Sunday 30 April 2023 were accepted as a true record of the proceedings. This was unanimously agreed. Proposed by Jan Alexander and seconded by Judith Knaggs and signed by the chair. There were no matters arising.
3. Presentation of the Electoral Roll: The Electoral Roll of 98 names was received as detailed in the Annual Report.
4. The Parochial Church Annual Report had been printed and made available to all members of the church prior to the meeting.
 - 4.1 PCC Review of the Year: The review outlined the work of the church and the Parochial Church Council during 2023. Paying particular note of the steadfast work undertaken by the Wardens and clergy throughout the year, also the dedication of the PCC and army of volunteers.
 - 4.2 Churchwardens' Report: Mr David Mercer and Mrs Hilary Feathers thanked all concerned for their guidance and support in this role. The Chairman thanked the Churchwardens for all their work.
 - 4.3 Deanery Diocese Report: Marilyn Banister spoke to the report.
 - 4.4 Church Groups report as detailed in the annual report.
Proposal: To accept the Parochial Church Council Annual Report.
Proposed by David Mercer and seconded by Hilary Feathers.
5. Presentation of the Annual Accounts: The treasurer Iain Johnson had submitted his apologies on the grounds of ill health, Rev Andrew Howorth therefore presented the accounts for 2023 on behalf of the Church Council as presented in the Annual Report of the Parochial Church Council.

The Chairman thanked Iain Johnson for his work and dedication to his role.
The Treasurer thanked Mrs Linda Nelson, Accountant, for acting as our independent examiner.

Total income: £112,938. Total expenditure: £104,493.

Proposal: to Accept the accounts. Proposed by Peter Wilbraham and seconded by Marilyn Banister. This was unanimously accepted.

6. Elections: The chair thanked all those who had served on the PCC during 2023.

- 5.1 Deanery Synod: no new nominations received.
- 5.2 PCC Vacancies: James Shepard, Jan Woodland, David Mercer and Roger Banister elected to stand for three years. Dorothy Slater elected to stand for two years and Marion Edenborough for one year.
- 5.3 Wendy Thornhill was nominated to act as lay minister and ex-officio member of PCC - nominated by Jenny Steele and seconded by Pat Machin.
- 5.4 Appointment of Independent Examiner:
Mrs Linda Nelson was elected to the role of Independent Examiner.
Proposed by Sue Wilbraham and seconded by Janet Hawkyard.
This motion was unanimously agreed.

7. Chairman's Comments: The Reverend Andrew Howorth, thanked the whole congregation for their support during his prolonged wait for surgery. He highlighted the challenges presented during the preparation for and the period of interregnum in particular the additional tasks and responsibilities undertaken by the wardens. He expressed grateful thanks and highlighted the ongoing work of all the many volunteers St Johns is blessed with including pastoral care, music, magazine and gardens teams, the ECO group, the outreach and home groups, cleaning, coffee rota and flower teams. He thanked and acknowledged the dedication and commitment from Iain as Treasurer who has dedicated many hours to his role, Catherine Meakin as Safeguarding Officer, the vergers team the Zest and Den teams and Amy our administrator. Roundly thanking the wardens for their dedication and commitment, commending the work of the lay team leading the Junction and Den service and youth group. He also thanked the PCC for their continued support and dedication, in particular Sally Smith and the Zest team for continuing to maintain the Zest & Den services, and our organists Margaret and Elizabeth for their beautiful music leadership. He thanked Lynda Shelley for undertaking the role of PCC Secretary and to Julie West for stepping in to provide temporary cover for the role since Lynda stepped down. In particular a special note of gratitude for the superb work undertaken by our dedicated administrator Amy. Concluding by asking the congregation to pray for our church throughout the year.

8. AOB. David Machin addressed the meeting to express his concern that what he considered to be a business meeting being held during a service. Whilst acknowledging the need to undertake church business he did not believe this was the right time to hold such a meeting. The chairman acknowledged his own concerns as he expected many others had, but that he had long ago concluded that this is very much church business, indeed God's business.

ADMINISTRATIVE INFORMATION

St John The Divine, Menston with Woodhead, is situated in Burley Lane, Menston. It is part of the Diocese of Leeds within the Church of England.

MEMBERSHIP AND ATTENDANCE OF THE PCC - JANUARY 2024 TO DECEMBER 2024

Members of the PCC are either ex officio or elected by the Annual Parochial Church Council Meeting (APCM) in accordance with the Church Representation Rules. During the year the following served as members of the PCC.

Meetings attended out of a possible 10 during 2024 are in brackets; # indicates members of the Standing Committee.

Ex-officio Members of PCC

(04:04) Rev Joanna Glenwright # *Incumbent from September 2024*
(10:10) Rev Andrew Howorth # *Associate Priest*
(09:10) Hilary Feathers # *Churchwarden*
(10:10) Dominic Hall # *Churchwarden*
(09:10) Iain Johnson # *Treasurer*
(07:10) Wendy Thornhill *Licensed Lay Minister*

Representatives on Deanery Synod [and PCC]

(08:10) Marilyn Banister *until May 2026*
(09:10) Sally Smith # *until May 2026*
2 Vacancies until May 2026

Elected Members of PCC

(* indicates that a PCC member is serving a second term of office and is not eligible for re-election for one year following completion of their second term).

(09:10) Catherine Meakin* *until APCM 2025*
(09:10) Sally Smith* *until APCM 2025*
(07:10) Julie West *until APCM 2025*
(04:10) Marion Edenborough *until APCM 2025*

(05:10) Dorothy Slater *until APCM 2026*
(09:10) Judith Knaggs *until APCM 2026*
(05:10) Hannah Needle* *until APCM 2026*
1 Vacancy until APCM 2026

(05:10) James Sheppard *until APCM 2027*

(05:10) Jan Woodland *until APCM 2027*

(09:10) David Mercer *until APCM 2027*

(10:10) Roger Banister* *until APCM 2027*

PCC Secretary – *role vacant*

(0:10) Menston Methodist Representative

The PCC operates with a Standing Committee, which also functions as the Finance Committee. The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, if this is deemed appropriate, subject to any direction given by the Council.

Contributors to this report:

Rev Joanna Glenwright

Sally Smith

Rev Andrew Howorth

Matthew Smith

Catherine Meakin

Jan Alexander

Elizabeth Leopold

Jane Pratt

Sue Wilbraham

Majorie Boddy

Jennifer Sheppard

Marilyn Banister

Hilary Feathers

Dominic Hall

Iain Johnson

ELECTORAL ROLL

The electoral roll is your parish's register of electors who can vote at the Annual Parochial Church Meeting (APCM) and stand for election to the PCC.

The Electoral Roll should be revised annually. Every sixth year the preparation of new church electoral rolls takes place, which means that everyone must come off the roll and re-apply. The latest occasion for the preparation of a new roll is this year, meaning a new roll has been prepared for this APCM (Sunday 11 May 2025).

Following the new Church Representation Rules, names no longer need to be removed from the roll during the course of the year; this only happens at the annual revision. Names can continue to be added to the Electoral Roll throughout the year.

There are 79 names on the revised Electoral Roll. The numbers can be broken down into the following groups:

Females 55

Males 24

Residents 61

Non-residents 18

Individuals 44

Family Units 17

If your name is not on the Roll, please ask for a form to complete and return to our Electoral Roll officer, Elizabeth Leopold.

The average usual Sunday attendance (across both services) during 2024 was 57.

ACHIEVEMENTS AND PERFORMANCE

The year of 2024 has been a year of change for St John's, Menston, which has been weathered extremely well. The church was in interregnum from the beginning of the year, but by September the church had reviewed their needs and their vision for the future, produced a brochure of the church and its mission in Menston, attracted and appointed a new Vicar, who was in post by September. This is a remarkable collective effort by St John's and a faithful response to the change in circumstances. St John's was well supported by the Archdeacon and Bishop of Bradford in this process, to ensure the interregnum was not unduly prolonged.

During the interregnum the church community rallied, and lay ministry blossomed, a wonderful fruit of this time. The churchwardens and the Associate Priest provided consistent leadership and gave confidence to all during this time. Worship and community were maintained, no small feat. As at the end of 2024 we have around 100 people in our regular worshipping community (20 aged <18, 35 aged 18-69 and around 45 aged 70+). St John's is a lively and faithful community.

Alongside this St John's conducted a number of occasional offices (3 baptisms, 3 weddings and 9 funerals) for our parishioners, as well as multiple ways of connecting with and blessing the village. For example, 2024 saw the start of Stay & Play @ St John's (a toddler and carer group run by St John's volunteers), several music concerts, many home communion services, and much more.

This growing and deepening connection with the village was particularly evident in December which saw St John's give away 140 hot drinks at the train station, leading to a local radio interview and an opportunity for St John's, Menston and the Good News to be heard about across Yorkshire in the run up to Christmas. We also saw growth in attendance at our Christmas services, in particular the attendance at the Carol Service was more than double the previous year. This is the fruit of an open and committed church genuinely seeking to reach out and be beacon of hope.

In 2024 the churchyard was formally closed following an extensive and bureaucratic process, leading to the release of St John's obligation to maintain the grass and historic grave monuments instead passing that on to the council. A burden lifted.

In 2024 we contributed 85% towards our Parish Share Request from the Diocese. Traditionally St John's has offered 100%, but in recent years has had to manage finances by offering a reduced proportion instead. Overall, we finished the year in relatively good financial health although the pressure on resources is evident.

The above are merely highlights, further details about St John's ministry and mission in 2024 is detailed below. Overall, we can see and feel that 2024 has been a year in which St John's has both been blessed and a blessing. God is good, and he has continued to be faithful to us, as we have continued to offer what we can, for the sake of all and to His glory.

PUBLIC BENEFIT

The public benefit from St John's, Menston comes in different ways.

Firstly, there are many benefits obtained from being part of a prayerful, multigenerational, lively and supportive church community. We are connected to others, cared for and encouraged to lead a good life, keep faith and have hope. As well as the personal and church community benefits of this, this in turn positively impacts our wider social engagements and our involvement in the village of Menston and wider society, benefitting all.

Secondly, St John's is part of Menston's heritage and integral to the village's identity and connection to the past. This is evidenced by the local people who support and appreciate St John's without being regular attenders at worship services. It is further evidenced by the numbers who join us for Christmas services. We can see that we are an important part of village life. Further we provide a safe, non-anxious presence in an anxious world, and we are needed here to encourage confidence and be a beacon of hope.

Thirdly, the church and the Parish Room buildings are available to the public at large. Our special position on the hill affords beautiful views and our churchyard benches are regularly frequented by people looking for a quiet spot to enjoy the view. Our church building is open during daylight hours Monday to Saturday in addition to Thursday and Sunday services. This provides a spiritual retreat for people in the village, or those passing by. Our visitor book and our 'Prayer Pebble Pool' indicate St John's provides a special space for many. We also continue to inter ashes in our Garden of Remembrance, which is an important pastoral offering for the village, and mourners regularly visit the garden, with its beautiful view and its opportunity to reflect.

In 2024 we hosted three music concerts in the building as the Church building provides a wonderful acoustic space for music. This enables local talent to enjoy performing, sharing their gifts and fundraising for good causes.

The parish room is utilised by church and local groups to build and facilitate community life from the Scouts to fitness classes, from our own Stay and Play group to funeral wakes. We maintain this space as a facility for the village to benefit from, and they do.

Finally, St John's seeks to support other charities and churches that align with our charitable objectives but who do work we cannot do ourselves. We do this through considering what financial support we can offer and by directly seeking donations at key times of year like Harvest and Christmas. In 2024 we specifically supported the wider Diocese of Leeds, Wheatfields hospice (Sue Ryder), A Roche UK, the Samaritans, Homeless not Helpless, ZARACH, LDBF Sudan Diocese appeal and Medicines Sans Frontières.

WORSHIP AND PRAYER

ZEST

Zest is St John's informal and creative worship service which is held at 9.30am every Sunday. We also hold special Zest services at key points in the year where we intentionally seek to take the Good News in an accessible and creative way to more people in the village.

2024 has been busy year and Zest has continued to evolve. Supported by our Associate Priest we completed the interregnum months as a predominantly lay led service. This gave us the opportunity to grow and develop a lay worship team and we continue to lead and support Zest services.

Our new Vicar has brought a fresh perspective to Zest and it has been great for the team to work alongside her to bring new ideas. We now have a regular monthly communion, which is done in a way that involves the children and young people. Our children and young people are fully involved in Zest and regularly give bible readings, lead prayers and are always excited to explain the activities they have been doing. We are hugely grateful to our craft team for all the fantastic work they do coming up with new and exciting crafts each week. The discussion group has allowed the adults to dig deeper into the bible readings, ask questions and support each other in faith. Our music band (Thomas and Jamie) are regularly provides live worship music in Zest; we are grateful to them both for sharing their gift for music with us and for bringing such joy to our worship.

Going forward, we continue to think of new ways to help us to engage with God and to deepen our faith and understanding, and to share that with the village. With God's guidance we would like to grow the Zest congregation further, with more community engagement translating into regular attenders in the future. The Zest team regularly meet to review how things are working and to think of new ways to worship and we are excited about the future.

11AM SERVICES

At 11am each Sunday we gather for a traditional Holy Communion service. During the interregnum, 11am services were made possible by the kindness of many retired clergy serving on a regular rota basis. We benefited from the wisdom and the freshness of many new faces joining us to lead our worship. With one eye on pastoral care and those who we didn't see for a few weeks, the Wardens and our Associate Priest tried to keep the church family together. Every service from January to August was filled with visiting preachers, and our Licensed Lay Minister did a wonderful job of welcoming each new face and ensuring they all knew everything they needed to lead worship here. Thanks must be given to our Parish Administrator who kept the rota fully staffed and ensured we had a Priest to preside for us at every service. We are grateful to all those who we got to know better over the year.

ST JOHN THE DIVINE, MENSTON - APCM REPORT – SUNDAY 11 MAY 2025

Special thanks to: Rev Phil Moon, Rev Dick Watson, Rev Barry Overend, Rev Adam Roebuck, Rev Mike Coe, Rev Denis Tate, Rev Cayte Norman, Rev David Robinson and Rev Jan Goodair.

We are conscious of the demographics of our 11am congregation and the access issues of being a church on a hill. Next year we will be looking at ways of improving access to worship.

THURSDAY MIDWEEK COMMUNION

We continue to offer midweek Holy Communion Service on Thursday at 09:30am. This service offers a quiet a gentle time of worship and has a regular and committed congregation of around 10 people.

INCLUSIVITY

St John's is a village church, here for all. Given the real diversity of all God's children, we feel called to engage further in the discussion of Living in Love and Faith, and conversations around disability, neurodiversity, ethnic heritage and more. As a church, we will be looking at what it means to be truly inclusive and if this is something we feel we can embrace and the ways in which we could grow in understanding of ourselves and each other and ensure St John's Menston is truly here for all.

THE CORE

The Core, which is our monthly church group for our children aged 7-11 years old, continued throughout 2024 and the interregnum. Each month we had a different topic for the children to explore through crafts, games and baking followed by a time to reflect on the bible story and discuss the impact that passage could have in our lives today. We encouraged the children to pray together and grow in their faith as a group of friends.

For 2024 we mainly concentrated on the Old Testament, including the stories of Creation, Noah and Jonah, as well as thinking more deeply about Lent, the Easter story and Jesus as the Light of the World. Currently, this is a small group that serves our older primary school aged children but we were blessed to grow our team leading the Core in 2024 and to welcome our new Vicar's eldest children to the group.

Our plan for 2025 is to look at different aspects of the Bible and church life, including thinking about 'Who is Jesus and how did he live his life on earth?', 'What is prayer?' and 'How do we read the Bible?'. God willing, we will try to increase the reach of this group out into the local community by advertising in the village and to local school families.

We are also painfully aware that some of our church young people have outgrown The Core and so we are not meeting their needs for fellowship and teaching, at a time when they will be looking for answers and risk drifting away from church. With this in mind, our hope for 2025 is to create a safe space for these young people to meet and grow together, and developing our capacity for Christian youth work.

OCCASIONAL OFFICES

Weddings, baptisms and funerals were all maintained throughout the interregnum with very little need for outside help; three baptisms, three weddings, one wedding dedication and nine funerals. We recruited a new team of vergers to support us especially through the weddings and funerals, and after some intensive training we now have a great team that we can call upon. These services give us an opportunity to engage with a large number of people who don't regularly come to church, so it is always positive to be able to offer an efficient caring and competent welcome to people who are marking significant transitional moments in their lives. We want them to show them that God cares about them and their lives.

FESTIVALS AND SEASONS

These dates are often the highlight of our Church year and create a framework around which all of the other Sundays come together. During the Interregnum we marked Ash Wednesday and Lent with our usual services, and Holy Week had a variety of opportunities for people to worship. Children's workshops, Stations of the Cross, Maundy Thursday and a service of Meditation for Good Friday all prepared us for the joy of Easter. Pentecost was our time of prayer for renewal and preparing for our new vicar to join us. Once September was here, we were delighted to celebrate our Harvest Festival with our new vicar and her family. Our new Vicar led the village Remembrance Service at the war memorial in the village. Christmas 2024 was a well-attended by the wider village. We saw 125 more people at our carol service than in 2023. We also added a new service, "The Longest Night", which shared the Christmas hope with people who find it a difficult time of year. Our Christmas Eve Nativity service saw more than 200 people, angels and shepherds attend. Midnight Communion and our "Everyone Together" Celebration on Christmas morning were well attended too. It was a great encouragement to see so many people join us in worship, and we ended the year full of hope for the year ahead and the relevance of our church and the appetite for the Good News of Jesus in this village.

In 2025, we hope to build on this and would like to work ecumenically on some services with our Methodist brothers and sisters, as well as ensure we offer accessible worship that meets the needs of many, and we continue to invite people to join in.

HOME GROUPS

Over the past year our home group has discussed many topics across three courses. There was the Talking Jesus course, which introduced different ways to share our faith with others that we meet. The Psalms course talked about five different passages from Psalms, covering many of the big issues that we encounter like poverty and injustice. Finally, Fruitfulness on the Frontline highlighted different aspects of our faith and how to spread the message to others. This has been a good year for the home group, with many people coming together to share different perspectives of our faith.

We hope to continue in spreading our message and contribute to our community more, and hope to be an inclusive and sharing space for all in the year ahead. We also hope to see more fellowship and bible studying outside of our main services. In 2025 we will start to look at short courses we might like to offer, with the hope of deepening our relationships with God and each other.

SUPPORTING WORSHIP - ALTAR FLOWERS GUILD

Thank you to the small group of ladies who helped to arrange the Easter lilies and to decorate the church for Christmas. We welcomed our new Vicar's help and had a very enjoyable morning arranging carnations and candles in time for the Candlelit Carol Service. We were pleased with the impact it had on our worship and the attraction that a candlelit service drew in – with attendance more than double that in 2023 – with no candles.

During 2024 many people volunteered to arrange flowers by the main altar. The variety of flowers and arrangements have been enjoyed by many. The sign-up process also offers people an opportunity to remember a loved one by sponsoring the flowers on a key anniversary, and provides key pastoral connection between our personal lives, our fellowship and our worship.

In 2025, we will continue to support worship with flowers and candles, and will encourage new people to get involved in what is a joyful, mindful and creative aspect of our shared life.

SUPPORTING WORSHIP - SACRISTAN

As a traditional Holy Communion service, the 11am service requires the support of the Sacristan team to set up for the presiding clergy. This is a valuable ministry that practically supports the clergy but also enables others to be involved in the special ministry that is offering the sacrament of Holy Communion to our worshipping community.

In 2025, we will continue to support St John's Eucharistic ministry and add to our team.

SUPPORTING WORSHIP - INTERCESSIONS

As a traditional Holy Communion service, the 11am service includes a time of intercession, where we as a church community pray for each other and the world. This time of prayer is led by lay members of St John's, and the rota is managed by our Parish Administrator. In 2024 we introduced the 'Pebble Pool' which allows those who have visited church during the week to indicate their need of prayer. We pray for each person who left a pebble, trusting God to know their needs. We have been encouraged by how much this has been utilised.

We want to be a church that prays, that relies on God first and foremost, rather than our own strength and agenda. In 2025, we will look to hold a 24-hour prayer session.

SUPPORTING WORSHIP - READING THE LESSON

The reading of the Bible is central to our faith and our worship. In the 11am service, the reading of the lesson is shared across the church community. It is a joy to hear and see many different people speak God's Word aloud to us. The rota is managed by our Organist.

In 2025 we will continue to encourage the existing team of readers and seek others to support special services. We will also look to hold a 24-hour Bible reading session in church.

PASTORAL CARE

SAFEGUARDING

Our church must be a genuinely safe place for all, and that requires a continuous commitment by all. Keeping each other safe is essential to ensure that each individual made in the image of God is cherished and respected as such. Nothing will undermine that truth like someone doing them harm, intentionally or through ignorance. But together we can build a culture of safety, openness and love that is at the heart of our Christian faith.

Throughout 2024, including during the interregnum period, we continued to follow the guidance issued by the House of Bishops in order to instil a safeguarding culture that would make St John's a safe space for many people.

It is important that we acknowledge that the few individuals who are determined to do harm to children, young people or adults will deliberately seek out groups or organisations where they can come into contact with children or other vulnerable people. The church, by its nature, is particularly susceptible to these people and so we must all have an 'it could happen here' attitude to care for each other in our church and the wider community.

We have 22 individual church members with up-to-date safeguarding training, which enable them to work safely and consciously with the young or vulnerable and be able to notice any flags for concern. Those involved in ministry with the young or vulnerable have up to date DBS checks. We are grateful to all involved for taking the time for this challenging but vital aspect of our church mission.

The arrival of our new Vicar has led to a review of how we recruit volunteers. During 2025, we are going to be ensuring that we have thorough procedures in place to check the suitability of our volunteers for the role they wish to undertake, this will include retrospective checks for existing volunteers. We are also updating the role descriptions for all our volunteers so that they feel confident in carrying out their role and we can all better understand the time and talents that we, as a church, are blessed with.

For St John's to be a safe and caring community we all need to look out for each other. If you have any concerns regarding safeguarding or the wellbeing of yourself or anyone else in our parish, please do not hesitate to get in touch with our Parish Safeguarding Officer, Catherine Meakin, via email (safeguarding@stjohnmenston.org.uk), phone (07966 847231) or in person. If you believe a child or adult to be in immediate risk of significant harm you should always contact the police by dialling 999, then you should also contact the Diocesan Safeguarding Advisor on 0113 3530257 or safeguarding@leeds.anglican.org.

HOME COMMUNION

Unfortunately there are a number of our faithful congregation who are, through illness or increasing frailty, unable to get to church. Therefore, we try to take communion to them in their homes. Due to the demographics of our congregation this is an expanding ministry so in the last year additional people have been trained for this.

As well as individual homes, we also take communion to The Beeches (care home) every month. This a much-valued service led by our Licensed Lay Minister and regularly facilitates the worship of 12-20 people, enabling them to receive the sacrament, an important offer to someone at a more vulnerable time of life.

In 2025, we hope to start visiting the Spindles (retirement apartment complex) and will consider if a regular Home Communion offering somewhere with easier access may be a possibility for the future.

PASTORAL SUPPORT

In 2024 we continued to send Christmas and Easter cards to members of the congregation of St John's who had moved away to be nearer their families, or had gone into care or nursing homes, to show that they had not been forgotten. We also sent cards on behalf of the church to anyone in the congregation who was ill, bereaved or going through a difficult time. We made visits or phone calls to people who had been referred to us; mainly older members of our congregation.

We are aware that we need to recruit more people to help us with visiting and we realise that we need to involve the younger members of our congregation and make them aware that pastoral support is for them too. We intend to connect with Zest and Stay & Play so that younger people and families in need can also be supported by the team where possible.

In 2025 we will gather as a Pastoral Care team at the Vicarage for mutual support and encouragement in this important part of our shared life. We will also consider what other support we could offer.

MOTHERS' UNION

Maintaining our membership with 19 members, we met once a month during the year, with two meetings with a speaker and two services in church for Lent and Advent. For the Advent Service, we invited members to join us from St Oswald's Mothers' Union, Guiseley, and our new Vicar joined us for the first time. Other meetings were more of a social event, and we had a small summer lunch outing in June to the Wetherby Whaler. Our main yearly fundraising event was a lunch in the Parish Room for members and in September we invited members from our link branch near Holmfirth to join us for lunch and a short service in church.

At the start of this year 17 members renewed their MU membership, which means we can carry on as a group for the foreseeable future. We will have our programme in place by now for the coming year to maintain our monthly meetings, and we give thanks for the very small committee who carry out the work involved, which is required to run our group.

Due to our aging membership we are not able to be physically very active, but are happy to meet together in our church under the umbrella of the Mothers' Union. In our prayers and fundraising we underpin the work of the MU worldwide in the support of marriage and family life, in particular those families whose lives have met with adversity.

CHURCH SOCIAL EVENTS

Perhaps more than any other time an Interregnum calls for opportunities to keep people together and feeling like they belong. In 2024, we held a family picnic, we had our annual quiz night with a supper, and we hosted a number of concerts, both locally sourced musicians coming together to make music, and our friends from the Fairfax Singers. Our Eco-team also hosted a number of eco-workshops and quizzes. The main purpose of all these events is to bring together all ages in the Church family, to deepen our fellowship and share together some fun and creativity.

MISSION AND EVANGELISM

ZEST @ KIRKLANDS

We hold these special services on a Saturday to encourage people who can't attend on a Sunday morning to give church a try. In 2024, we had 3 services: Easter, Harvest and Christmas. All three services were well attended and it was great to welcome both new and familiar faces. These Zest specials are a great way to engage with and to serve our village by being a visible presence and offering community fun as well as the Good News.

In 2025, we plan to run another three Zest Special's at Kirkland's and to advertise these as widely as possible and look for new ways to engage our village. For example, at Easter we plan to host donkey rides as part of the fun!

STAY & PLAY

Stay & Play was an established village playgroup that took place on Friday mornings in the Parish Room that St John's took under its wing in September to enable this valuable community group to continue.

This community engagement provides a much-needed local, free group for preschoolers and their carers to meet each week. The group is open to all and has no specific Christian agenda beyond bearing witness to the love and generosity of God and his followers through being offered freely by St John's and staffed by volunteers from our church community.

This group is valuable as it is facilitating peer support, fostering friendships and building a strong sense of community.

Since September, St John's Stay & Play has experienced rapid growth in numbers, driven by positive publicity and increased social media visibility, as well as a reputation as a safe and welcoming space for young families. During term time we have averaged approximately 15 children, a significant increase from previous numbers which had rarely exceeded 10. At Christmas, the group welcomed 25 children with our very own Associate Priest donning the red hat and white beard for a guest appearance much to the joy of everyone present!

We are immensely grateful for the use of the Parish Room on a weekly basis and the dedication of volunteers who tirelessly set up, clear up, wash up, and run the group. Their efforts are invaluable to the smooth operation and success of St John's Stay & Play.

We are committed to providing a welcoming and supportive environment for preschoolers and their carers while supporting the work of God in our parish.

In 2025, we hope to attract more volunteers from within church to support this mission. Further, given the success of Stay and Play and listening to the needs of those we serve in 2025 we will look to run some Big Stay and Play events in school holidays.

COMMUNITY ENGAGEMENT

The church exists not only for those who already consider themselves members but for all those who could be, that is indeed everyone. St John's is no different and we seek to be beacon of hope in Menston, enabling people to hear and receive the love of God in Jesus and to take that same love out into the rest of their lives and bless the world.

Therefore, community engagement is integral to that mission. We want Menston to know we are their church, we care for everyone, and we are here for them. Starting a new chapter in our collective life with the arrival of our new Vicar released energy to do this and encouraged ideas. For example, we have designed some new portable signage, leaflets and posters to help us to be a visible presence in the village and at community events and to make sure the village know about what's on offer at St John's.

In 2024 we took ourselves, our love and our new banner to the village to Menston Community Association Event, the Village Christmas Fayre and down to the train station for three cold mornings to serve teas and coffees to commuters. The latter having a brilliant response, impact on social media and led to a regional radio interview.

At the end of 2024 we had over 60 children plus adults from Menston Primary School visit church for an interactive version of the Christmas Story with our Vicar, which they enjoyed and found helpful as they were quick to book in coming again for Easter. In 2025 we would like to develop the relationship between St John's and Menston Primary School further, with additional school visits and St John's going into school, if possible, to support and encourage the staff and the curriculum.

In 2025 we also have plans for broadening the advertising and reach of our special Zest services as we know we have such Good News and such good fun to offer families in the village, we would love to see more of Menston be a part of these special events.

MISSION PARTNERS

At the end of 2024, funds of £4408.98 were distributed equally between three key mission partners: Wheatfields Hospice (Sue Ryder), The Samaritans and Medecins sans Frontieres. This represented 5% of St John's unrestricted income.

Through our contributions to Parish Share we supported the wider Diocese of Leeds contributing to both the cost of clergy provision for St John's as well as other parishes in more deprived areas who are no less in need of a Vicar to encourage them in faith.

At Harvest we supported Homeless not Helpless and at Christmas we supported ZARACH both local charities. We also supported the Sudan Diocese Appeal and A Roche UK.

The work of these charities aligns with our objectives, namely from the 3rd and 5th Marks of Mission of the Church of England: “to respond to human need by loving service” and “to strive to safeguard the integrity of creation and sustain and renew the life of the earth”. We are pleased to support the work of these charities whose objectives align with ours but who tend to those in need in way we cannot. It is an important tenet of Christian faith that we look beyond ourselves to the needs of others, and partnering with other charities enables us to do that.

Going forward in 2025, the Outreach Group is tasked with putting forward recommendations for charities to be recipients of funds collected at the Harvest and Gift Services, and to consider other mission partners if our contributions to Parish Share are sufficient, giving up to 5% of unrestricted income in a year end payment.

It is hoped that greater engagement can be achieved with the congregation and the wider village by specifying the recipients of our giving and encouraging speakers from those mission partners to speak at church and events.

PARISH MAGAZINE

In 2024 the number of copies required of the magazine continued to fall, yet that to the advertisers the magazine still makes a good profit which goes towards church funds. The magazine continues to provide an important connection between church life and those who cannot or do not attend. The magazine includes a wide range of topics/information; advertising of church events, reports from PCC and MU; Clergy Letters give us food for thought and spiritual direction; updates on community/environmental matters and wider Church issues help inform; Prayer Points draw our thoughts to many different possibilities for prayer. A View from the Pews is enjoyed by many; quizzes.

Magazine profit in 2024 was around £2,000 but of course does not reflect the time offered by those contributing to, editing, printing and collating the magazine. It is a big team effort.

FABRIC AND ENVIRONMENTAL CARE

FABRIC REPORT

Church building

There were no major repairs needed during 2024 so all efforts were concentrated on keeping the building clean, tidy and functional. The crumbling plaster and stonework on the west wall require ongoing attention and, during the two working party days we held, we concentrated on these areas. The church architect has advised that the yellow paint coating is non permeable and so is holding moisture behind it from where the roof had previously leaked. We have scraped this layer off the worst affected areas to allow it to dry out and this seems to have been successful.

The important but unseen tasks such as boiler servicing, organ and piano tuning along with light bulb replacement have all been continued. A new dehumidifier was purchased after our old faithful machine died of exhaustion due to the continuous dampness in the vestries. A similar fate befell our second vacuum cleaner and discussion continues as to the most indestructible replacement model.

Plans for 2025 are to continue to monitor the crumbling walls and scrape as necessary. A ceiling panel above the lectern in need of replacement, as well as the need for a complete redecoration, will continue to be kept under review as finances permit.

Parish Room

2024 proved to be a similarly trouble-free time in the Parish Room. The boiler managed to (mostly) work which was a big relief as it is living on borrowed time according to the heating engineer. It had its moments, particularly during the winter when it is needed most, and does not work due to a drop in pressure. An increasing number of the congregation now have the necessary skills to reprime it.

In 2025, we expect to replace the ageing strip lights and the new sealed units give an excellent light at a fraction of the cost of the old ones. We will also install a new key box to the outside wall to avoid having to get new keys cut for regular users and for easier access for occasional hirers.

We have been able to continue to keep the cleaning of the room in house and our thanks go to the faithful cleaning team.

Churchyard

The milestone event of 2024 was that the churchyard is now officially closed for new burials, with the approval of both the King and the Ministry of Justice. Following this, remedial work to 36 headstones was very efficiently carried out by Council stone masons before future maintenance was handed over to Bradford Council in the autumn. They will now be responsible for the grass cutting of the whole area, except for

the Memorial Garden which is still in use. We have not yet seen how this arrangement is going to work out so it will be kept under review by the wardens.

Responsibility for the walls, paths, flower borders, trees and the rockery will remain with us and our thanks go to those who commit to hard work, planning and planting of these areas. We continue to have twice yearly working parties.

The plans for 2025 are to replace some of the old shrubs, renovate the well-used and much-loved bench by the sloping path, repaint the white step marking lines and maintain the sloping path as our step free access. We have also considered how we could enable those using the churchyard for contemplation and peace to connect with God e.g. through some scripture or Christian encouragement.

Further, a section of the path which had subsided was replaced in the autumn but further areas are being kept under review. There is currently no lighting down the sloping path and this is being looked into and a quote has been requested, which PCC will give consideration to.

As mentioned above we are aware of the access issues for many of our church family, with more infirm members unable to attend. We will consider this further in 2025.

Reflection

Maintaining an old building situated on a hillside is an ongoing but rewarding task. There are so many jobs that it would be lovely to complete but time, resources and most of all cost implications all have to be considered. On the current wish list are stripping and repainting both the Parish Room and Vestry doors as well as redecorating both Church and the Parish room. Help, advice and cash are always welcome as we prioritise what can be achieved in order to keep our buildings safe, accessible and in good order as an adaptable and welcoming place for all who visit and worship at St John's.

ECO-CHURCH GROUP

During 2024 we ran Easter and summer workshops that welcomed anyone to take part in planting and crafting with a creation theme; the pots outside the parish room were used for potato, beans, beetroot and carrots sowing. We also ran another successful Eco Quiz.

The group instigated the composting of coffee grounds from the Sunday morning refreshments although less coffee is being drunk. Some of our younger church members checked out the number of solar panel arrays in the village and found 26 as of April 2024. They enjoyed the walk with a purpose! We picked our first apples from the tree planted in 2022 and marked the event at the Zest Harvest service!

The Christmas Jumper Swap at the Lights Switch On event in December was successful with 69 jumpers donated and 38 re-homed on the day, the rest going to charity shops.

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This event was particularly aimed at families who can benefit from nearly new jumpers for their growing children at limited cost (they were free to take but donations were given). It was also about understanding how we can all play our part in saving the world's resources by re-using, reducing and recycling. The jumper swap was supported by Recoup who are keen to roll it out nationally having trialled it in Menston!

Each month, the group continues to publish eco tips in the Parish Magazine. Our story of obtaining a silver award from the A Rocha Eco church scheme was featured in an exhibition at Ripon Cathedral in September organised by the Diocese of Leeds.

In 2025 we plan to run another eco-quiz and promote care for creation through outside events and at services during Creationtide in September. We do need to plan how to reach net zero in line with the national church's targets so how we heat our building in the future will be a big part of that.

BEING PART OF THE WIDER CHURCH

ST JOHN'S WITHIN THE DIOCESE OF LEEDS

St John the Divine: Menston with Woodhead, is within the South Craven and Wharfedale Deanery, within the Bradford Episcopal Area of the Diocese of Leeds.

We work collegiately within our deanery and across the Diocese, seeking to learn from and support our brothers and sisters in Christ in order to see the Church grow in numbers, commitment to God and service to communities across the Diocese.

Sally Smith and Marilyn Banister continue as St John's elected representatives on Deanery Synod, and our vicar Rev Jo Glenwright and our Associate Priest Rev Andrew Howorth are also members. Marilyn was re-elected in 2023 as lay chair of the Deanery Synod for another three-years.

Here is the Denary Report:

SOUTH CRAVEN AND WHARFEDALE DEANERY REPORT

By Marilyn Banister

Sally Smith and I continue as your lay elected representatives on Deanery synod and all clergy in the Deanery are automatically members. I was re-elected as lay chair in 2023 for a three year term. Rev Mike Coe from Ilkley All Saints is the Area Dean and Rev Mike Green from Kildwick, Cononley and Bradley is the assistant Area Dean.

There is a standing committee comprising Maurice Hatton from Sutton, Cowling and Lothersdale, Gwyneth Hartley from Ilkley All Saints, Frances Robinson from Burley in Wharfedale, Rev Peter Willox from St John's Ben Rhydding plus Mike C, Mike G and myself.

The Deanery meets three times a year, usually on Zoom in the winter months. There is also an expectation that Deanery members will attend the Bradford Episcopal Area Forums (fora!) which are held twice a year and organised by Bishop Toby. These BEAF meetings are open to anyone in the Bradford Episcopal Area and usually have a guest speaker and updates from the Diocese.

The role of the Deanery Synod is to be the line of communication between the parishes and the diocese. Parishes can submit motions for debate to the Deanery synod and if passed can then be sent on to Diocesan Synod and eventually to General Synod if appropriate. So if as a person in the pew you would want to see a change, raise it with the PCC and see where it goes!

Members of the Deanery elect a clergy and lay person to serve on the Episcopal Area Mission and Pastoral Committee which meets regularly to look at clergy deployment across the Bradford area. I am the elected lay member on this committee and am

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sometimes called upon to be part of the interview panel when there is a clergy vacancy. Currently, there is just one vacancy in our Deanery and that is at Silsden.

At our meetings in 2024 we heard from Rev Ned Lunn who is the Canon for Intercultural Mission and the Arts at Bradford Cathedral. He spoke about Bradford as the City of Culture and how to be involved. In June the Chief Financial Officer, Geoff Park, gave a talk on share and what it pays for. In October, we shared 'good news' stories from across the Deanery.

A member of Ilkley All Saints was elected as a lay member of General Synod and, when she can, she also attends Deanery meetings. She was able to give us an update on how the possible Prayers of Love and Faith for same sex couples is being dealt with by General Synod.

Each month, the Archdeacon for Bradford, Rev Andy Jolley, shares information about share payments with Area Deans and Lay Chairs. The rate of collection is not keeping up with the cost of clergy and housing which it is designed to cover. In the short term, some properties are being sold but this cannot continue long term.

Below is the information about contributions made by churches in our Deanery towards the Diocesan share in 2024.

	Requested share for 2024	Contribution	Percentage of request 2024.	Percentage of request in 2023.
Diocese of Leeds	15,260,484	11,735,587	77%	76%
Bradford Episcopal area	2,619,612	2,005,822	77%	76%
South Craven and Wharfedale Deanery	748,508	620,596	83%	80%
St John's, Menston	73,708	62,652	85%	81%
Churches that offered 100% share request in SC and W Deanery	Addingham, Ilkley All Saints and Lothersdale			

ST JOHN'S WITHIN THE DIOCESE OF LEEDS - CONTINUED

In addition to Deanery Synod, the Deanery Chapter (clergy) meet four times a year to pray, support one another and share learning from across the local churches and parishes. For example, Christmas engagement resources, theology of children and Communion, and different approaches to Living in Love and Faith. We also take turns to

contribute a written piece for the weekly newspaper the Ilkley Gazette, which gives us an opportunity to share Christian reflections on the world across the Wharfe valley.

The Diocesan vision is for Confident Christians, Growing churches, Transforming Communities, and the Diocese seeks to support parishes to do this. The range of issues dealt with is vast and there is a huge wealth of expertise that parishes can call upon. In 2024 we were able to draw on diocesan support and advice. For example, HR expertise for the new contract for our administrator; safeguarding advice and support; and Stewardship team support to purchase the recent CollecTin machine (which enables financial giving by card).

The Diocese trains, pays and provides clergy for parishes. The Parish Share contributes to, but does not cover these costs. The shortfall in parish clergy costs, the administrative costs of the Diocese and the cross-Diocese projects have been met by selling assets and funding by the national Church of England. Whether the Church of England has the balance right between projects and supporting parish ministry is currently being considered.

In 2024, St John's offered 85% of the Parish Share request we received, which the Diocese gratefully received.

In 2025 we will continue to work collegiately within our deanery and the Diocese and draw on the expertise and support on offer. We will also review our Parish Share contributions, mindful of the missional benefits of enabling well trained clergy to be deployed to parishes that could not otherwise afford them.

ST JOHN'S AND ECUMENICAL FRIENDS

Our Vicar and the new minister for the Methodist church (Rev Cameron) started at a similar time in September 2024. This has provided a natural opportunity to reconnect and deepen our ecumenical relationship with the Menston Methodist Chapel. Our Vicar has met with Rev Cameron and the Methodist lay worker to discuss opportunities for shared ministry and mission in Menston.

Our Vicar led the Remembrance Service at Kirkland's for all.

St John's Licensed Lay Minister Wendy Thornhill continued to lead the team taking monthly Home Communion to the Beeches Care Home, where most Christian residents are connected to the Methodist Chapel.

As per tradition our Methodist friends joined for St John's for Midnight Communion on Christmas Eve/Day. Our Vicar and the Methodist Minister agreed to start a seasonal service at the Beeches Care Home, and to alternate which one of them leads it. Our Methodist friends led the first one in December.

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For 2025 we have plans to continue offering monthly Home Communion and to offer four seasonal services at the Beeches. We also plan have joint Ash Wednesday services and joint Lent groups (at two different time slots to enable people of different circumstance to attend). We also have plans for a shared Maundy Thursday service and a joint Ascension Day service.

In addition, in late 2024 we have started to take Home Communion into the Spindles retirement apartments, offering access to the sacrament for Anglicans from far and wide, as well as Methodist and Catholic friends. We plan to make this a regular offering in 2025.

St John's Menston is committed to being the Parish Church, serving and supporting the whole village.

FINANCIAL STRATEGY

FINANCE AND STEWARDSHIP

In early 2024, we were concerned about St John's finances combined with being in an interregnum. We noticed a decline in regular giving as well as increases in costs. Beyond this, regardless of finances, giving generously of our time, talents and money for the benefit of God's mission in Menston is central to our discipleship. We believe that everything good comes from God, and so of his own do we give him; we are called to be good stewards. Therefore, we felt there was an opportunity, as well as a need, to look at our giving and culture around generosity and gratitude. So we invited the Diocesan Stewardship Officer to the March PCC meeting, who suggested certain actions we could take. Following this, we set up a group to look at the recommendations and report back to the September PCC meeting.

The group met in June and August and looked at an analysis of giving in the Parish and worked through the Generous Church resources made available by the Church of England.

The findings were that:

- the number of givers reduced in 2024 from 77 to 68.
- there were 69 regular givers.
- 23 people/families are giving between £21 - 40 per month.
- 14 people/families are giving between £81 - 200+ per month.
- Our income is very dependent on the giving of a few households.
- Average monthly planned giving was £71.15pm.
- Small differences add up. E.g. If all planned givers gave an extra £2 per week that would raise another £7176 per year for church.

The Generous church resources asked the group to analyse giving practice and also our giving culture.

So, we looked at:

- Mechanisms - how easy it is to give e.g. contactless, via PGS, QR codes.
- Impact - how we encourage people to give, e.g. how we tell the story of what God is doing in Menston.
- Need - how people understand that the church needs money to do what it does e.g. fund ministry and mission from clergy time to toilet rolls, admin support to poster printing etc.
- Trust - how people trust that the money will be spent wisely e.g. by communicating regularly and building relationships and giving thanks.

In a similar way, the group looked at how we:

- Inspire people to give - how do we encourage people to live generous lives.
- Disciple people - how we teach people about generosity and gratitude.
- Embed that in people lives - e.g. regular teaching on, and reference to, generosity.
- Activate - how we help people to live more generous lives in every sense.

The findings were shared with PCC and with our new Vicar when she arrived and that led to the purchase of the CollecTin for contactless giving (the purchase of which was from a generous donation for which we are thankful) and the sharing of a QR code on the Parish Notes and screen. In 2024 the CollecTin enabled around £300 of donations from Christmas services that would not have been received otherwise.

In 2025, the team intends to follow up on teaching generosity, updating our legacy giving resources and continuing to promote giving via PGS. Also, to consider how we invest our money to enable our mission and help people understand the link between their generously given resources and God's good work here.

FINANCIAL REVIEW

Financial Performance 2024 (General Fund)

Total unrestricted income for 2024 was £88,180, a decrease of 18%, £19,956 on 2023. This reflects a decline in overall giving of £15,867 (regular giving £-6,690 over the period and irregular giving -£9,177). In addition, 2023 total donations were inflated by a large legacy donation of £10,000. Income from service fees and Parish Room lettings were marginally higher, whilst that from Magazine sales and advertising was lower.

Total unrestricted expenditure in 2024 stood at £92,015, which is £6,139 less than in 2023. Much of this was due to the PCC choosing to reduce our Parish Share contributions in order to manage our finances in light of lower income and other cost increases. Our total Share contribution of £62,652 was 85% of the total 2024 Diocesan request. Other expenditure items were slightly higher than in 2023 reflecting inflationary increases from suppliers. Also, our employment costs were higher reflecting the additional support required of the Parish Administrator during the interregnum period. The cost of utility bills was largely unchanged due to having fixed price contracts for gas and electric. Total mission giving for 2024 at £4,455 was down on 2023 by £989; reflecting the decrease in general income and the application of our mission giving formula of 5% of unrestricted income.

As a result, there was a deficit of -£3,835 between general income and expenditure over the course of 2024. The short fall was met from reserves, which is of course a finite and unsustainable financial buffer.

Reserves Policy

It is the policy of this church to keep a minimum of 3 months general running costs (£15,000) in the general fund excluding Share contributions. This is to manage cash flow and to cover unforeseen emergencies. As at 31st December 2024, the general fund had £26,628, which is carried forward into 2025, with a further £2,885 in restricted funds.

Budget 2025

We expect income streams to be marginally higher at £92,689 due to a slight rise in planned giving. Irregular income will also possibly see an increase on 2024, due to the new digital payments machine for use at services and fund-raising events.

The PCC have decided to initially commit to monthly contributions of £5,000 towards our Parish Share in 2025, with the hope of being able to contribute more through “top-up” payments later in the year as finances allow. This will see a contribution of at least £60,000; this is around 75% of the total Share request from St John’s for 2025 which is £81,079. The PCC will take a decision on the amount available for mission giving at the end of the year, alongside any additional Parish Share contributions. Based on 2025 expected income mission giving could be estimated at around £4,600 (similar to 2024) if we apply the 5% of general income formula to all unrestricted income, including monies from legacies.

In 2025 total expenditure is expected to be around £103,600, a rise of 12.6% on 2024. This in part reflects the PCC’s decision to allocate just over £11,000 from reserves to “Other Expenditure” items to release resources to support the ministry and mission of St John’s. Decisions on if, when and how to allocate these resources will be taken throughout the year as proposals arise and considering the actual financial situation, our financial strategy and our mission priorities. In addition, expenditure will also increase due to rises in electricity and water charges, plus higher staffing costs following a revision of the administrator’s role and contract.

As a result, we are budgeting for a potential deficit of around £11,000 by the end of 2025. However, this still maintains our reserve policy of keeping £15,000 to cover 3 months general running costs excluding Share contributions. In addition, we may benefit from a legacy of around £40,000 in 2025, but as this has still to be received it has not been included in the Budget considerations.

FINANCIAL REPORTS

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE PARISH CHURCH COUNCIL OF ST JOHN THE DIVINE, MENSTON WITH WOODHEAD, CHARITY NO 1129823 ON THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024

I report to the Trustees on my examination of the accounts of the Parochial Church Council of St John the Divine, Menston with Woodhead (the Trust) for the year ended 31 December 2024 which are set out on pages 32 to 40.

Responsibilities and basis of report

As the charity trustees of the Trust, 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 Trust's 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 the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Linda P Nelson FCCA
BFE Brays Chartered Accountants
Building Society Chambers
Wesley Street
OTLEY
LS21 1AZ

Date: 8 April 2025

Parochial Church Council of St John the Divine, Menston with Woodhead								
STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2024								
INCOMING RESOURCES			Unrestricted	Design'd	Restricted	Total Funds		
			Funds	Funds	Funds	2024	2023	
			Note					
Donations and legacies			2a	77,595	-	1,234	78,829	103,455
Income from charitable activities			2b	5,072	-	-	5,072	4,057
Other trading activities			2c	5,266	-	-	5,266	5,109
Income from investment			2d	248	-	35	283	318
Other incoming resources			2e	-	-	-	-	0
TOTAL INCOMING RESOURCES				88,180	-	1,269	89,449	112,938
RESOURCES EXPENDED								
Mission activities			3a	4,455	0	0	4,455	5,444
Ministry			3b	64,635	0	368	65,003	72,329
Maintenance			3c	8,088	0	1,080	9,168	13,988
Support			3d	14,837	0	0	14,837	12,527
Costs of generating funds			3e	0	0	0	0	205
TOTAL RESOURCES EXPENDED				92,015	0	1,448	93,463	104,493
NET Incoming/-Outgoing RESOURCES before Transfer								
				-3,835	0	-179	-4,014	8,444
TRANSFERS BETWEEN FUNDS - in				0	0	632	632	47
			-out	0	-632	0	-632	-47
NET Incoming/Outgoing RESOURCES				-3,835	-632	453	-4,014	8,444
BALANCES BROUGHT FORWARD								
at 1st January 2024				29,877	1,218	2,432	33,527	25,083
BALANCES CARRIED FORWARD				26,042	587	2,885	29,513	33,527
at 31st December 2024								

ST JOHN THE DIVINE, MENSTON - APCM REPORT – SUNDAY 11 MAY 2025

Parochial Church Council of St John the Divine, Menston with Woodhead						
BALANCE SHEET AS AT 31st December 2024						
	Note	Unrestricted	Designated	Restricted	Total funds	
		Funds	Funds	Funds	2024	2023
FIXED ASSETS						
Tangible fixed assets	5	-	-	-	-	-
CURRENT ASSETS						
Debtors	6	2,320	-	-	2,320	4,661
Investments	7	6,571	-	936	7,507	7,225
Cash at bank & in hand	8	17,546	587	2,198	20,330	22,489
		26,436	587	3,135	30,158	34,375
LIABILITIES FALLING DUE						
WITHIN ONE YEAR	9	395	-	250	645	848
NET CURRENT ASSETS		26,042	587	2,885	29,513	33,527
TOTAL NET ASSETS		26,042	587	2,885	29,513	33,527
FUNDS	10					
Restricted		-	-	2,885	2,885	2,432
Unrestricted		26,042	587	-	26,628	31,095
		26,042	587	2,885	29,513	33,527

Approved by the Parochial Church Council on 24th March 2025

and signed by:



Vicar Rev'd J Glenwright (Chairman)



Mr IK Johnson (Treasurer)

The notes on the following pages form part of these financial statements.

**PAROCHIAL CHURCH COUNCIL OF ST JOHN THE DIVINE,
MENSTON WITH WOODHEAD**

ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2015.

The financial statements have been prepared under the historical cost convention.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

FUNDS

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used as either restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes. These may include monies designated by the PCC for a particular purpose.

INCOMING RESOURCES

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, and interest is accounted for as it accrues. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

FIXED ASSETS

Consecrated and beneficed property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. There have been no acquisitions since 1 January 2000.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

INVESTMENTS

Investments are valued at market value at 31 December.

CURRENT ASSETS

Amounts owing to the PCC at 31 December in respect of fees, rents, tax refunds or other income are shown as debtors. Short term deposits are funds held on deposit in The CBF Church of England Funds with CCLA Investment Management Ltd.

LIABILITIES

We have been advised by the Diocese of Leeds that payments toward the Diocesan Share are regarded as donations to the Diocese and there is no liability to pay any shortfall in the future.

Any shortfall should not therefore be recorded as a contingent liability in the accounts.

24th March 2024

ST JOHN THE DIVINE, MENSTON - APCM REPORT – SUNDAY 11 MAY 2025

Parochial Church Council of St John the Divine, Menston with Woodhead						
Notes to the Financial statements for the year ending 31st December 2024						
INCOME						
		Unrestricted	Designated	Restricted	Total Funds	
		Funds	Funds	Funds	2,024	2,023
2a	<i>Donations and legacies</i>					
	Regular giving: via bank	57,001	-	-	57,001	60,600
	via envelopes	2,039	-	-	2,039	5,130
	Income Tax recoverable on reg giving	12,775	-	-	12,775	14,711
	Irregular giving	3,281	-	154	3,435	14,978
	Collections (open plate) at all services	1,923	-	-	1,923	2,835
	Special collections	-	-	-	-	-
	Grants	-	-	1,080	1,080	-
	Appeals	-	-	-	-	1,220
	Legacies	-	-	-	-	-
	Income Tax recoverable on irreg giving	576	-	-	576	3,982
		77,595		1,234	78,829	103,455
2b	<i>Income from charitable activities</i>					
	Service fees	3,683	-	-	3,683	2,490
	Magazine sales	1,389	-	-	1,389	1,566
	Sale of books/leaflets	-	-	-	-	-
	Educational events	-	-	-	-	-
		5,072	-	-	5,072	4,057
2c	<i>Other trading activities</i>					
	Parish Room lettings	2,040	-	-	2,040	1,709
	Magazine advertising	758	-	-	758	962
	Office income	39	-	-	39	24
	Fund raising events	2,428	-	-	2,428	2,414
	Income Tax recoverable	-	-	-	-	-
		5,266	-	-	5,266	5,109
2d	<i>Income from Investments</i>					
	Interest	248	-	35	283	318
		248		35	283	318
2e	<i>Other income</i>					
	Other Income	-	-	-	-	-
	SMP reimbursement	-	-	-	-	-
		-	-	-	-	-
TOTAL INCOME		88,180	-	1,269	89,449	112,938

ST JOHN THE DIVINE, MENSTON - APCM REPORT – SUNDAY 11 MAY 2025

Parochial Church Council of St John the Divine, Menston with Woodhead						
Notes to the Financial statements for the year ended 31st December 2024						
EXPENDITURE	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds	2,024	2,023
3a Mission activities						
Overseas - missionary societies						-
Overseas - relief and development agencies	1,470	-	-	1,470		1,798
Home missions and other relief organisations	2,985	-	-	2,985		3,646
	4,455	-	-	4,455		5,444
3b Ministry						
Diocesan parish share	62,652	-	-	62,652		70,000
Arrears of parish share paid off	-	-	-	-		-
Clergy costs	190	-	-	190		691
Service expenses	1,048		368	1,416		1,063
Fees	576	-	-	576		420
Magazine costs	169	-	-	169		156
	64,635	-	368	65,003		72,329
3c Maintenance						
Church	1,606	-	-	1,606		7,193
Equipment depreciation	-	-	-	-		-
Utilities	3,496	-	-	3,496		3,451
Insurance	2,543	-	-	2,543		2,415
Upkeep of churchyard	31	-	1,080	1,111		764
Parish Room maintenance	411	-	-	411		165
	8,088	-	1,080	9,168		13,988
3d Support						
Employment costs	10,629	-	-	10,629		9,577
Subscriptions and licences	1,361	-	-	1,361		970
Office running costs	1,146	-	-	1,146		1,167
Office equipment	625	-	-	625		250
Bank charges	209			209		194
Other expenses	867	-	-	867		368
	14,837	-	-	14,837		12,527
3e Costs of generating funds						
Fundraising costs						205
TOTAL EXPENDITURE	92,015	-	1,448	93,463		104,493

Parochial Church Council of St John the Divine, Menston with Woodhead									
Notes to the Financial statements for the year ended 31st December 2024									

Expenditure cont'd									
							Total Funds		
							2024	2023	
4	Staff Costs								
	Administrator's salary						10,485	9,472	
	Pension contribuitions						0	0	
	PAYE						144	105	
	Organists fees						576	420	
							11,205	9,964	
During the year the PCC employed a part-time organist and an administrator, neither of whom earned more than £50,000 pa.									
No payments were made to trustees.									
5 FIXED ASSETS FOR USE BY THE PCC									
							Total Funds		
							2024	2023	
COST									
							-	-	
							-	-	
							-	-	
							-	-	
							-	-	
NET BOOK VALUE									
at 31st December 2024							-	-	

Parochial Church Council of St John the Divine, Menston with Woodhead							
Notes to the Financial statements for the year ended 31st December 2024							
6 DEBTORS				Unrestricted	Restricted	2,024	2,023
Income Tax recoverable				1,827	-	1,827	4,170
Prepayments				493	-	493	491
				2,320	-	2,320	4,661
7 SHORT TERM DEPOSITS				Unrestricted	Restricted	2,024	2,023
held in CBF Church of England Funds							
Choir				0	75	75	73
Churchyard				-	139	139	134
Donations				-	188	188	181
Fabric				-	534	534	514
General Purposes				6,571	-	6,571	6,323
				6,571	936	7,507	7,225
8 CASH AT BANK AND IN HAND				Unrestricted	Restricted	2,024	2,023
HSBC Main Account				18,132	2,198	20,330	22,479
HSBC Magazine Account(closed)				-	-	-	-
Catering Cashbook (closed)				-	-	-	-
Office Cashbook				11	-	11	11
				18,143	2,198	20,341	22,489
9 LIABILITIES				Unrestricted	Agencies	2,024	2,023
amounts falling due within one year							
Agency Collections				-	250	250	467
Accruals				395	-	395	381
Other creditors							
				395	250	645	848

Parochial Church Council of St John the Divine, Menston with Woodhead							
Notes to the Financial statements for year ended 31st December 2024							
10a	FUND MOVEMENT SUMMARY						
		Incoming	Outgoing	Transfers	Gains/	Total Funds	
		Resources	Resources		Losses	2,024	2,023
	Fabric Fund	20	-	-	-	20	0
	Choir Fund	3	-	-	-	10	7
	Churchyard Fund	1,085	1,080	-	-	19	14
	Altar Flower Fund	154	368	-	-	603	818
	Donations Fund	7	-	-	-	188	181
	Mission Fund	- 1	-	-	-	- 1	- 1
	Churchyard Planting Fund	-	-	-	-	2,631	2,631
	General Fund	88,180	92,015	-	-	26,042	29,877
		89,449	93,463	-	-	29,513	33,527
10b	Fabric Fund	Incoming	Outgoing	Transfers	Gains/	Total Funds	
		Resources	Resources		Losses	2,024	2,023
	Deposit acc. Interest	20	-	-	-	20	23
	Legacies	-	-	-	-	-	-
	Church Roof appeal	-	-	-	-	-	1,315
	Church roof upgrade	-	-	-	-	-	5,889
	Fundraising events	-	-	-	-	-	486
	Fund Transfers						47
		20	-	-	-	20	-
11	Contingent liabilities						
	We have been advised by the Diocese of Leeds that payments toward the Diocesan Share						
	are regarded as donations to the Diocese and there is no liability to pay any shortfall in the future.						
	Any shortfall should not therefore be recorded as a contingent liability in the accounts.						

ST JOHN THE DIVINE, MENSTON - APCM REPORT – SUNDAY 11 MAY 2025

MENSTON PCC - General Fund - BUDGET 2025			
Budget 2025		Budget 2024	Actual 2024
	INCOME		
60,000	Planned Giving - via bank	61,000	57,001
2,000	Planned Giving - via envelopes	5,000	2,039
14,000	Gift Aid Tax reclaimable	16,000	13,350
2,000	Cash Collections	2,800	1,923
3,700	Fees	2,500	3,683
-	Legacies	-	-
39	Office Income	24	39
2,000	Parish Room letting	1,700	2,040
250	Interest	200	248
2,200	Magazine	2,600	2,147
4,000	Irregular Income	2,500	3,281
2,500	Fund Raising	1,000	2,428
-	Special collections	-	-
-	Appeals	-	-
92,689	Total Income	95,324	88,180
	EXPENDITURE		
60,000	Diocesan Share	73,708	62,652
250	Clergy Expenses	700	190
1,500	Church maintenance	1,500	1,606
1,000	Service expenses	620	1,048
3,730	Utilities	4,000	3,496
2,700	Church Insurance	2,450	2,543
180	Parish Magazine	160	169
1,100	Parish Room	170	411
100	Churchyard	170	31
800	Organists	450	576
-	Vergers	-	-
-	Fundraising expenses	-	-
650	Office - printing/stationery	650	623
500	- telecoms	480	484
13,487	- administrators salaries + SMP	10,000	10,629
200	- equipment replace/repair	150	625
1,500	- subs/licences/computer support	1,000	1,361
50	-office sundry expenses	60	39
-	Sundries	-	-
4,634	General Fund donations/Mission Giving	4,758	4,455
-	Churchyard Closure	-	-
220	Bank Charges	200	209
11,042	Other Expenditure	-	867
103,643	Total Expenditure	101,226	92,014
-10,954	Surplus(-Deficit)	-5,902	-3,835

ST JOHN THE DIVINE, MENSTON - APCM REPORT – SUNDAY 11 MAY 2025

Extracts from the Financial Statements 31/12/2024						
Charitable Donations						
	2024	2023				
Mission Giving			Parish Room	Inc	Exp	Net
Roche ECO Church	46	-	Lettings	2,040		
Medecins Sans Frontieres	1,470	-	Utilities		938	
Samaritans	1,470	-	Cleaning	0	0	
Wheatfields Hospice	1,470	-	Maintenance		411	
	4,455	5,444		2,040	1,350	690
% of unrestricted income	5	5				
			<i>Utilities estimated at 46% of Church utility bill</i>			
Collections (Big Jar)						
ZARACH	467		Magazine	Inc	Exp	Net
Homeless Hampers	57		Sales	1,389		
Sudanese Diocese	538		Adverts	758		
			Production/distrib costs		311	
				2,147	311	1,836
Utilities	2024	2023				
	kWh	kWh				
Use Gas	22,320	22,664				
Electricity	3,908	3,357				
Change in gas usage	-2%	n/a				
Change in electric usage	16%	n/a				
Change in gas costs	-6%	-1%				
Change in electricity costs	18%	13%				

CHURCHWARDENS REPORT

It would appear that there is never a fallow year in the life of a church. 2020/1 was dominated by the global pandemic; 2022/3 saw the replacement of the roof and at the start of 2024 we began the search for a new vicar.

The interregnum was relatively short, compared to the experience of other churches, and we were delighted to welcome Jo and her family to the church and village in September. With a new vicar comes new ideas and changes. Our calm and unflappable administrator, Amy has done sterling work in ensuring the transition has been as smooth as possible.

We now have a contactless payment system at the back of church. It makes giving easier and has come into its own at the end of baptisms, weddings and the carol service. Also, Jo's initiative to 'bless the station' proved a major talking point in the village and was extremely well received by bleary eyed commuters on a dark and cold morning.

The main focus this year has been consolidation. We have held a couple of 'clean up' days where groups have come along to tidy up paths and trim back bushes; to clean the church and scrape away plaster allowing the walls to breathe and dry out. These have been tremendous fun with various members of the congregation helping out and getting to know one another a little bit better. This was on top of the, sometimes Herculean, efforts of all those who regularly help to make the church and Parish Room clean, beautiful and welcoming. Those who clean, arrange flowers, make coffee and decorate are often unsung but their travails do not go unnoticed and are quietly appreciated by us all. A flickering light in the Parish Room has led to the wholesale replacement of the entire lighting units. This might sound extravagant, but it makes sense to do them all at once rather than piecemeal which is always more expensive in the long run.

A warden has a range of responsibilities none of which could be done without significant help. The deputy wardens are the ones who make sure we have an open and warm church on a Sunday. It is almost impossible to function without them and we are very grateful for the help they provide throughout the year.

The church has continued to grow during the year. Congregation numbers remain good, with a slight uptick in attendance at the regular Sunday services. It was joyful to see the candle lit church absolutely bursting at the seams during the carol service. It is rare to be able to declare the church as 'standing room only' but that was a magnificent sight and sound.

So, the year ticks round and we steady ourselves for the myriad challenges ahead. We do so sure in the knowledge that our community is strong and well led with energy and vitality.

It would be utterly remiss of me not to include a note of gratitude to Hilary. She has taken the decision to step away from wardening after a peerless tenure. I am hugely

ST JOHN THE DIVINE, MENSTON - APCM REPORT – SUNDAY 11 MAY 2025

indebted to her as there is so little on the practical front I can do and she is always on hand with encouragement and a no nonsense approach that is vital among wardens. I am sure her support and wisdom, along with that of all the deps will be hugely beneficial as we take St John's forward into 2025/6 and beyond.

Hilary Feathers & Dominic Hall

CLERGY REPORT

REVEREND ANDREW HOWORTH: JANUARY - SEPTEMBER 2024

2024 was an important year from St John's as we said a sincere and heartfelt farewell to Rev Steven Proudlove and his family and then later welcomed the Rev Joanna Glenwright and her family to join us as new vicar. It was with great joy and excitement that we started to get to know Jo, Rob and the children. But in between those times there was a huge amount of work undertaken. Reference has already been made to the Sunday morning services and the vast team of volunteer clergy who came and led our worship at 11.00am. At Zest the interregnum gave rise to a whole team of very capable worship leaders who worked wonderfully together to develop and grow the Zest experience. Please join me in thanking everybody who stepped up to the interregnum challenge in whatever way and helped us to not only keep going but to grow in number and strength too. Thanks to Hilary and Dominic and the assistant wardens who helped keep me on track, and to Wendy for her quiet but constant pastoral presence.

This year was significant for me in that I applied for and completed the process of a 'faculty' - my first and last! As we formally closed our historic graveyard and sought permission for the local council to take over the maintenance. This process included significant structural repairs to some of the graves and monuments. We had to formally request permission from His Royal Highness King Charles, as all the Church of England property comes under his jurisdiction. Hilary proudly displayed the formal letter from St James' Palace with his signature on it.

This report is the place where the Clergy formally thank all the people who have helped or showed leadership over the year. I know that I could not have got through the interregnum without a huge amount of help from all the PCC members, it was a joy to work with them, and all the people who coordinate, chair, lead or inspire any and all of our groups throughout the St Johns family. You know who you are and I formally salute every one of you.

This period as ever was one of saying our goodbyes to faithful members who died, we mourn their passing and rejoice that they are now swelling the ranks of the heavenly host. We have also welcomed several new faces, and we are so happy that you are here with us, making us part of your wider family. So, with my thanks hopefully heard by all, I am delighted and relieved to hand over to Jo to finish this report.

Revered Andrew Howorth

REVEREND JOANNA GLENWRIGHT: SEPTEMBER - DECEMBER 2024

Since being licensed as Vicar of St John's Menston on the 8th September 2024, it has been a hopeful, active and engaging time. I feel well placed and well blessed as Vicar here. Together with Rev Steve over the preceding years you have been faithful and active for the Kingdom, with the new roof, closing the churchyard, managing Covid, and enabling and developing Zest as a space for creative contemporary worship.

Following that you have done a wonderful job in keeping the church community together and worshipping during the interregnum since January 2024.

All of this has meant that I was able to join a well-functioning church community with fruitful potential. I am grateful for all the support I have received as I have begun this season as vicar here, and the wonderful positive people you are and have been, enabling me to get up to speed gradually. It has been a genuine joy. Thank you all.

Together, since September we have:

- Started to get to know one another.
- Worshipped and prayed together, and for one another.
- Celebrated and shared some key seasons and moments together, including Christmas where we saw a significant increase in attendance and connection with the village.
- Intentionally sought to be a visible and sincere caring presence in the village through attending key events, building relationships and initiatives such as a “Bless the Station.”
- Started to look at areas of our shared life that need some support and attention (such as access issues, pastoral care, inclusion, finances).
- Begun to notice opportunities to take forward (such as ecumenical links and developing youth work, community engagement).

This full report and account of St John’s in Menston for 2024 has set out the scope of our ministry and mission and the resources required and used in the last year. As you read it, I hope you got a sense of the good work God is doing with, and through, us here.

Looking ahead

In 2025 I hope we build on this encouraging new season so far, working together in the name of Christ and for the sake of all. As a PCC we have considered key areas for our Vision for St John’s going forward. These are: Community Engagement, Children and Families, Access, Inclusion, Discipleship and Financial Strategy.

We have a number of priorities in these areas for 2025 and 2026. These are:

- For St John’s to be a visible presence and genuine support to the village.
- To provide opportunities for young people in Menston to engage with church and faith.
- To explore becoming an “inclusive” church.
- To run introduction to Christianity, parenting and inclusion.
- To take a decision on offering Prayers of Love and Faith.
- To obtain professional advice on site and service improvements to increase accessibility, review proposals and take a decision on what should be done.
- To explore feasibility of a monthly Home Communion Service at Kirkland's for those who cannot access St John’s.

ST JOHN THE DIVINE, MENSTON - APCM REPORT – SUNDAY 11 MAY 2025

- To have specific teaching on generosity and gratitude.
- To develop a Finance Strategy that supports the above as well as setting out key financial considerations and objectives.

So, there is much to celebrate and be thankful for, and there is much for us to take forward. I pray we live, love and grow together in 2025 and beyond.

Thank you for being here, we couldn't do it without you.

Blessings,

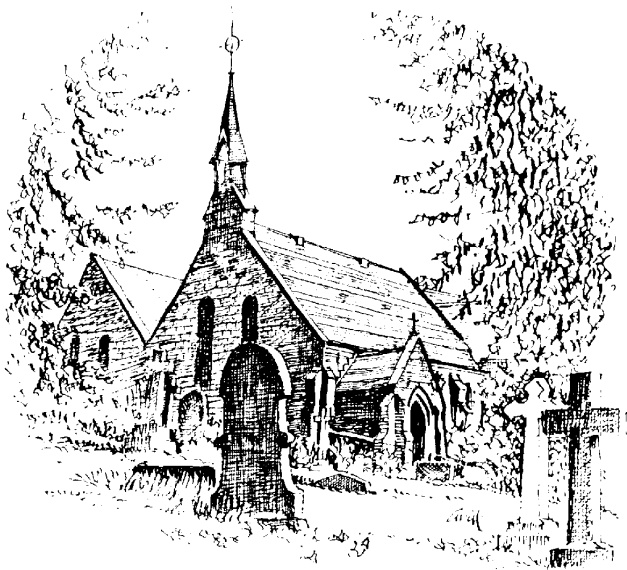
Jo

Reverend Joanna Glenwright

Accounts

2023

**A Year in the Life of
St John the Divine
Menston with Woodhead**



**prepared for the APCM
Sunday 28 April 2024**

CLERGY REPORT

“See I am making all things new!” *Revelations 21:5.*

What a year 2023 has turned out to be! With quite a few significant changes.

We celebrated the completion of our huge roof project last year, and we were grateful that we managed to pay for it before costs spiralled out of our grasp completely. However, things never stand still and there are always other things that need our attention.

Please join me in thanking not only our wardens but the teams of volunteers who assist in cleaning the church and the Parish Room, and who keep the garden beautifully maintained. Without our teams of willing volunteers we could not manage as we do, thank you.

You would have been forgiven if you thought that the wardens were rehearsing for the village pantomime, because their cry of, “new lamps for old,” meant

that at last, the lantern outside the front door, restored to its original beautiful copper, is now shining bright along with the lanterns on the gate posts. Lights illuminate the steps and hopefully encourage people to see St John’s as a place filled with light.

The wonderful thing about the people of St John’s is your involvement in so many local community activities. When we think about our mission and ministry we are, by association, bringing the church’s influence into the life of our village. There’s Menston in Bloom, Menston Cares, the library at Kirklands, the Community Fridge, the Christmas Lights, the Parish Council, the Uniformed associations, Menston Climate Action Group, Menston Heritage Group - the list goes on and on. We work side by side, shining our light, and helping things to change and improve.

Clergy Report

As a whole community we celebrated the Coronation of our new King, as the varied events brought people together, for a wonderful weekend that many will remember.

During this year there have been several people engaged with a diocesan training course around personal growth and leadership. We thank God for all those who step into positions of leadership, and we pray that some of those who have completed the course will now find outlets for their new skills here in St John's.

Obviously one area of change and newness will be in the search for, and appointment of, our new vicar. As a church family we said our sad goodbyes to Steve, Elaine, Samuel and Phoebe. We are already feeling their loss in many ways, often through those little things that we only notice now they are not being done!

Steve brought about many changes in our work and witness here at St John's, in our Worship times and styles, in how we

consider our mission and ministry, in his teaching style in sermons, and in the way we view our relationship with the wider community. Thinking of the promise to make all things new, we now pray fervently for the new person who will come and join us on our continued spiritual journeys.

There are yet more people to thank, and people to pray for as we make our search for a new vicar: those who have helped to produce the promotional materials that the diocese encourage us to make and those who are on the PCC who have helped complete the Profile and supported the Parish Representatives, who will be part of the selection process.

There are so many people who work tirelessly and frequently unseen, but an interregnum period often brings this into the light. Due to the care of a small number of people we do not become like a ship without a captain, or worse still without a rudder. It is important in these coming months that we continue

to follow our processes and stick to what we know. This is not a time for people to go solo, we are all the richer for doing this together. Being without a vicar also means that we must rely on each other so much more.

May I, on your behalf, thank all those who are finding they have even more work to do right now. Especially those who have stepped up to leading Zest, supporting the team there, and keeping a caring eye on new people.

Thank you to those on any kind of rota for the 11.00am service, from welcomers, through to chalice bearers, readers, pray-ers, sacristans and flower arrangers, indeed all those who are helping to keep the light shining.

There is a very important person that I want to single out and say thank you to. It is a sign of all that she does that many people will not even notice what she does. However, Amy, our administrator, does a huge job behind the scenes, keeping us

all up to date, preparing the slides for each service, the parish notes each week, all the legal documentation for baptisms, marriages and funerals. I cannot imagine the chaos if we didn't have Amy. Thank you so much.

During the weeks, outside of our church building small groups continue to encourage each other. There's both the house groups with their welcoming leaders, but also the men's and women's groups who meet once a month at the Malt Shovel to offer a more relaxed and informal support again to new faces where needed.

Our Mothers' Union continues to do a great job in supporting each other and providing an interesting and edifying programme each month.

Another call for things to be new is the encouragement we are offering everyone to become part of the Church Giving Scheme. Our work and witness is only possible through your generosity and like

Clergy Report

everything at the moment we know that this is being squeezed. Our Parish Share system reminds us of our need to help each other, and to ensure that we provide much needed support services into the Church. Giving is an important part of our spiritual life and if we regularly assess what we give we may help to make things new.

for our new vicar, whoever they might be. May we continue to be a thriving and relevant presence here in Menston, never resting on our laurels, active in our community, and witnessing to our God who does indeed make all things new.

*Rev Andrew Howorth
Associate Priest*

As in every year, we have said final goodbyes to old friends. We give thanks for the way that their lives touched ours, and, as we remember their witness, so we pray that we might be stepping stones or signposts for others.

Finally, please allow me a personal thank you to all those who have sent me cards and messages, those who have prayed for my recovery, and those who have supported me. I continue to describe my recovery as miraculous, and trust that I will be able to get back to doing all that I did very soon.

Please join me in continuing to pray for St John's, and especially

HOME COMMUNION

Holy Communion at home is an important part of the church's ministry to any who are unable to attend normal services for whatever reason. It enables people to feel they are still a vital part of our church family and that, whatever is happening to them, Christ will be with them on their journey of faith and that we are grateful for their prayers as much as they are grateful for ours.

During 2023 a team of five people who are available to take communion to any who have requested it was established and are regularly available wherever needed. People's needs vary, so

numbers are infinitely variable. However a regular feature which seems particularly appreciated is the provision for any residents of The Beeches care home on the first Monday of every month where up to seventeen residents now attend.

We look forward to providing this important ministry during 2024 and are always happy to receive requests to visit at anyone's convenience. Also if you feel you may be called to help in the provision of such ministry then your help would be appreciated.

Wendy Thornhill

INTERCESSIONS

The intercessions group continues to lead the prayers at the 11am service. Hopefully the congregation feel we fulfil our task of interceding on their behalf. This coming year will prove more difficult as

our numbers are seriously depleted, and the visiting clergy will be needed to fill in any gaps. I am very grateful to everyone who continues to provide this service on our behalf.

Kathy Roberts

HOME GROUP

This past year, our home group of eight members has together completed three courses: The Bible Course, where the group discussed all the different books of the Bible, The Prayer Course, and The Lectio Course, where we explored the different aspects of prayer.

We are continuing our meetings and will soon be starting the Talking Jesus Course to help us

share our faith with others that we meet in daily life, with more discussions planned too.

This has been a good year for the home group, with many people coming together to share different perspectives of our faith. We strive to be an inclusive and sharing space for all in the year ahead.

Matthew Smith

FUNDRAISING

With the completion of the roof, the major fund-raising activities enjoyed a short break. It had been a marathon task to complete, and thanks were due to everyone for helping in a variety of ways. The work however needs to continue—perhaps not at quite the same pace, but the needs are there all the same.

So thank you to all who have helped to organise and run the popular Christmas Quiz, the occasional cake stalls, the

concerts, the crafts, and all the regular giving. Whenever we ask for support for baking, crafts, or staffing various stalls there are many who step up to the call. Also our children, young people and their parents who are willing to contribute in lots of different ways, so thank you again for all that you do. We look forward to another exciting year of activities, building up the church family as well as raising much needed funds.

Rev Andrew Howorth

THE 6PM SERVICE

We continued to offer the 6pm service every first and third Sunday throughout 2023.

This service seeks to offer an informal blend of worship, teaching, reflection and interactive/individual times of prayer. In some senses it develops on the principles and form of Zest, but is not tailored for young children. As with Zest, a key tenet of the 6pm service is discussing the bible passage in groups, allowing deeper engagement and exploration of the text and our faith. We are also blessed with a band who regularly play live worship.

The service is led by different individuals each week, on rotation, being a mixture of clergy and non-ordained people. This year, one of our youth even led and preached at one of the services!

The hope and aim for this service is that it offers a chance for members of the congregation and the village to engage with Church and their faith in another, different, way, and at a different time of day. It is a fact in today's society that Sunday mornings can be busy times, for example with sporting activities for young people, so this provides an alternative for those people.

Given the small size of the 6pm congregation, the service has been paused during the interregnum, as we wait for our new vicar. We are hoping as a congregation (and with the support of the PCC) to reignite the service once the new vicar is appointed. We would encourage members of the congregation and the parish to come and see what we're about, if only so you can tell others that it might suit all about it!

Hannah Needle

THE CORE

The Core is a group for children aged 7-11. We meet once a month on a Sunday afternoon. During the session the children explore different bible stories, from both the Old and New Testaments. This year we have learnt about Daniel in the lion's den, Jonah and the whale and Joseph and his coat. We have read some of Jesus' parables and celebrated Christmas, Easter and Ascension. During the session we bake, play games and do some fantastic art and craft projects.

and it has been fantastic to welcome new faces to our group.

Elaine Proudlove has been a big part of The Core since it started, so we were very sorry to see her go in January. We have however been fortunate to find some new volunteers and Catherine, James and Jenny have all joined the team. This means that we are able to continue meeting regularly and learning about God together.

We encourage the children to invite their friends along to Core

Sally Smith

THE DEN

The Den is our youth group which would meet weekly on a Sunday evening. The Den is a space for young people to socialise, play games, explore the Bible, and pray together. During the session the young people enjoy eating pizza and have a lively discussion about different bible passages. Some highlights of the year have

included cooking sausages and roasting marshmallows on the fire pit, a rainy walk to the Wetherby Whaler for chips and a very messy mocktail master class!

It has been a privilege watching our young people continue to grow in confidence and faith. We were very proud of Thomas

and Eddie when they wrote and presented a section of the Good Friday service in 2023. Our youth have also been involved in the 6pm service and Zest.

During the interregnum we have had to pause The Den. Our young people are going over to All Saints in Ilkley on a Sunday

evening to join their youth group. However, we intend to restart the group at St John's once we have a new vicar in post. It is important that we continue to serve our young people and give them a space to explore their faith.

Sally Smith

Supporting Worship

ALTAR FLOWER GUILD

Sincere thanks to all who have provided the lovely altar flowers during the last year, helping to enhance our worship. Lent and Advent are the only periods of the Church Year when tradition dictates no flowers in church.

Thank you to the small band of flower arrangers who helped to arrange the Easter lilies and to decorate St John's for Christmas. This is not a closed shop and details of arranging times will appear in the Parish Notes and Magazine in advance. We would welcome new arrangers! This could be an opportunity to develop a new

skill and a very rewarding hobby. Help and advice is always available.

If you arrange the altar flowers please keep an eye on them. Make sure that they are topped up with water and removed when past their best, usually two weeks. You are welcome to use your own vase or one of the church vases stored in the sluice room.

St John's uses bio-degradable oasis, which, whilst not 100% compostable, is considerably better for the environment.

The new flower rota is now in the porch and we hope that many of you will sign up for a

Supporting Worship

Sunday during the year - perhaps one that has a special significance for you.

If you are unable to arrange them yourselves, speak to Jan

Alexander and a member of the church flower team will be happy to help you or to arrange them on your behalf.

Jan Alexander

Pastoral

PASTORAL SUPPORT

In 2023 we continued to send cards, on behalf of the congregation, to members of St John's who were ill, bereaved or in any kind of trouble.

We offered words of comfort, sent them our love and told them that we were remembering them in our prayers. We made pastoral telephone calls or visits and attended the funerals of those who had died whenever it was possible. We also wrote to the bereaved families expressing our sympathy.

Every year we send Christmas and Easter cards to past members of our congregation who have moved into care or

nursing homes to show that they have not been forgotten. And although we have made pastoral visits ourselves, it is our intention to get together with members of our visiting team and revive the service which tended to fall apart during the pandemic. This would be particularly important during the interregnum. Also, without a vicar, we are reliant on referrals coming from members of the congregation.

On reflection it is very encouraging to know that members of St John's do care about one another and there are many acts of kindness.

Jane Pratt & Sue Lee

PARISH MAGAZINE

Thank you to all who have been involved in producing the magazine in 2023.

Last year the magazine made an excellent profit. This is largely due to the huge savings we make by printing and collating the magazine 'in house' and to the small increase in price to £1 per copy. Thanks to Glenys Prince for her dedication to the printing of the magazine, to the three collating teams and to Charmian Thomas who looks after the distribution of the magazine. Together, they enable the magazine to make a very worthwhile contribution to St John's finances. Thank you to Amy, our administrator, who uploads the magazine onto the website each month, thus ensuring a world-wide circulation!

Reviewing the last 10 issues makes me realise how grateful I am to those of you who contribute articles on a regular basis. Advertising of church

events, PCC and MU reports all help to keep a level of communication going within the parish. Prayer Points continue and hopefully draw our thoughts to many different possibilities for prayer. New contributors are always welcome.

When copy is a bit sparse I use articles from Parish Pump News Service. We pay an annual subscription to this excellent website which gives me access to a wide range of articles on all things Church and much else. They are a church magazine editor's saviour!

Advertising raised £962 last year. The support of local businesses is vital and we offer all our advertisers our sincere thanks. PLEASE let them know where you saw their advert if you use their services.

So what for 2024?

- Contributions welcome from all. Ideas for improving the magazine are also welcome.

- Collating teams - If you would like to join one of the collating teams – 3 monthly, Thursday mornings in the Parish Room – please get in touch with Jan Alexander via the Parish Office 872433. New recruits are welcome.
- Readership—Can you help? - The readership of the magazine continues its gentle decline. Hard copies are still valued by many – not everyone finds it

easy to read the magazine on the church website. It may surprise you to learn that 54% of those who take the magazine are non-church members.

We are hugely grateful for their support of St John's. Can you persuade a neighbour or friend to take the magazine? If so, please contact the Parish Office.

Jan Alexander (Editor)

PARISH WEBSITE

The parish website continues to be a very useful resource for the church. The Parish Notes are uploaded every week so they can be viewed by anyone, anywhere, at any time. The 'latest' section is also updated regularly, keeping people up to date with the latest news and events, as well as giving access to the Parish Notes, the Parish Magazine, and other useful resources. Statistics show that access to the magazine is frequent, expanding the readership base.

The website is also the first point of entry for those outside of the church. Through our online 'Contact Us' form we receive many enquiries from the general public—often for important life events such as funerals, baptisms and weddings.

Matthew Smith has volunteered to get on board and help with keeping the Parish Website up to date. His help is greatly appreciated and needed—thank you, Matthew!

Amy Elliott (Administrator)

ECO CHURCH GROUP

The group achieved a Silver award from the A Rocha Eco Church award scheme in September 2023. This felt like a huge milestone. The award recognises action on the climate emergency in the following areas:

- Worship and teaching: 88/110 (Gold)
- Buildings: 307/490 (Silver)
- Land: 95/145 (Silver)
- Community and Global engagement: 147/220 (Silver)
- Lifestyle: 81/160 (Silver)

The group achieved a lot in 2023. We arranged tree planting; installed a water butt and garden pots for vegetable growing; made bee and bug hotels; undertook a visit to the Recycling and Energy Recovery Centre in Leeds; organised an Eco Quiz for families and an Easter workshop. An opportunity to recycle blister packs is now operating and the communal Christmas card scheme made use of our own post box. A Christmas Jumper sale/swap

took place at the lights switch on and the idea was well received. A Walk to Church Sunday was promoted in June to try and the village is encouraged to use the churchyard as a place for contemplation, given its lovely setting. The group contributes Eco tips each month for the Parish Magazine and generally tries to raise awareness of the impact of our choices on our planet. We assisted the PCC in their review of St John's environmental policy and the goal of the Church of England to reach net zero emissions by 2030.

Another Easter workshop to include seed sowing is planned plus an Eco Quiz in April. Nearer Christmas we will encourage people to get involved with an upcycling session to create gift tags from the Christmas cards we have collected.

Working with Climate Action Menston and the Parish Council, the group is looking to re-launch the Menston Businesses Backing

Climate Action initiative that was started in 2019. Businesses sign up to take action to reduce their environmental impact. The group hopes that more people will make personal pledges during the year too as we strive to get 'gold'.

It has been a good year for the group with lots of ideas being put into action and achieving a silver award. More members are always welcome.

Catherine, Sally, Matthew, Marilyn, Jen and Jeanne-Claire

GRASS CUTTING

Unlike the year before, when much of the grass was covered by scaffolding, we had free access in 2023. However, our team has dwindled to about 5 people to whom we all owe our thanks.

As noted in last year's report, Steve applied to 'close' the churchyard. This simply means that it no longer has room for further burials. Once that happens the local authority takes over routine grass cutting - but on a 'minimum necessary' basis, which is likely to mean just 3 cuts of the grass annually. We are, however, free to supplement this level of maintenance if we wish (e.g. for a special occasion).

Our request to close the churchyard is now 'awaiting final approval from the Ministry of Justice' - but it will take a while before any change is noticeable. There might be work required to make the churchard suitable for the Council working methods and equipment.

In the meantime we need to carry on through 2024! I hope the remaining team will be prepared to continue. I give my thanks to all of them. Perhaps there are some who have not volunteered in the past for fear of a never ending responsibility. Now is your opportunity!

Roger Banister

CHURCHYARD

In its own way the weather in 2023 proved as difficult as 2022. Last year when we planned to meet it poured with rain and with the warm temperatures everything seemed to grow twice as fast. Our little team worked very hard to nurture attractive borders and I hope the weeds weren't too much in evidence.

We don't yet know exactly what the future holds with the closure of the churchyard, but while we can, we will continue to meet alternate Monday mornings trying to maintain an attractive place for the village to enjoy.

Chris & Kathy Roberts

Broader Horizons

OUTREACH

The Outreach Group comprises of three members who are joined by a PCC member on a rota basis.

Since the introduction of button voting by the congregation, the group prepares information for the magazine and PowerPoint presentations about each of the three charities in the categories of local, national and international and then attendees at church can vote for the charity of their choice. Button voting has engendered good conversations about the various charities, especially for parents and young people at The Core and The Den.

The charities with the most votes are then recipients of an amount decided by PCC at the end of the financial year, which aims to be 5% of unrestricted income. Wheatfields, Samaritans and Medecins sans Frontieres were each due to receive £1799 from our 2023 income.

Broader Horizons

However, due to confusion over which charities are being paid each year, the charities chosen to be recipients of 2024 funds have been paid instead, ie Behind Closed Doors, Shelter and Water Aid. The group has put forward proposals to PCC as to how to move forward.

The church welcomed a speaker from Samaritans to a Sunday service in June 2023 and she was interviewed by the vicar about the work of the charity. This was well received by all.

The group discussed that there is no link between voting and actual giving and the merits of possibly having a dedicated giving Sunday or specific events for fundraising were considered. The matter was put on hold due to the interregnum.

The group will continue to research further charities for the button voting in the future together with PowerPoints and magazine articles. It hopes to engage more of the congregation in the why and how of giving. The group would also welcome biblical teaching on giving and generosity.

The group spends a considerable time researching charities. We are troubled by the lack of connection between voting and giving and would welcome a review of the current arrangements. New members to the group are always welcome.

*Jan Alexander, Jane Pratt
& Marilyn Banister*

MOTHERS' UNION

Maintaining our membership with 20 members, we met once a month during the year. We had 3 meetings with a speaker and two services in church for Lent and Christmas.

Other meetings were more of a social event, and we had our summer lunch outing in June to the Caring for Life restaurant.

We had two events where a little fundraising was possible in order to support our Mothers' Union charities – a lunch in the Parish Room in May and a Strawberry Tea at a member's home in June.

At the start of this year, 19 members renewed their Mothers' Union membership, which means we can carry on as a group for the foreseeable future.

We had a programme in place until the summer break, but we are sorry now to be entering an interregnum period and losing the support of Steve, our vicar. Hopefully there will be other clergy available to meet our needs if required.

Due to our aging membership we are not able to be physically very active, but are happy to meet together in our church under the umbrella of the Mothers' Union. In our prayers we underpin the work of the Mothers' Union worldwide in the support of marriage and family life, in particular those families whose lives have met with adversity.

Marjorie Boddy
Branch Treasurer

MENSTON SCOUNTS

It is disappointing that since Bradford Council offered us the land we need to build a new headquarters that will be large enough for our expanding group, there is nothing to see on the ground. But there is a lot of activity in the background. The project is likely to cost in the region of a million pounds - which is a big deal!

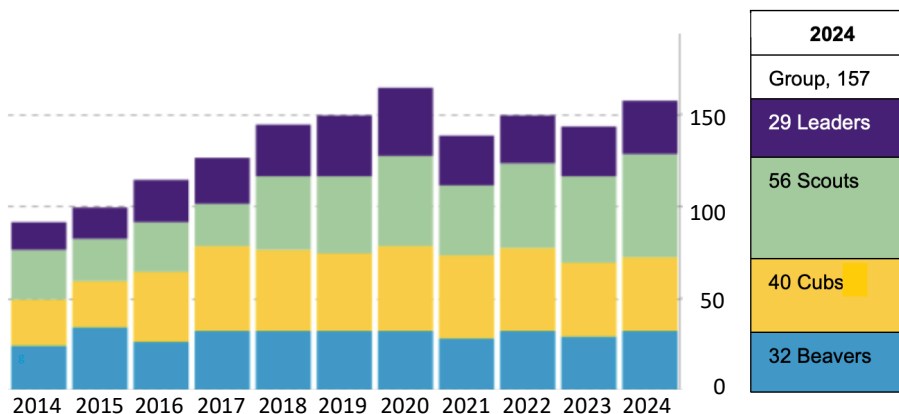
To check that there is an appetite for all the effort and work that will be needed we arranged a meeting at the new Burley HQ and the response was very positive, so we are gearing up to recruit more volunteers who have the relevant skills and experience.

One of the obvious requirements is to organise a Fundraising Team. They have recently issued a Newsletter which can be seen by typing this: <https://bit.ly/NewsletterMar24> exactly as shown, into the browser address bar of a computer

which is connected to the internet. It should open the newsletter so you can read it. There is more news of the Group in <https://bit.ly/MenstonNewsSpring24>. Turn to page 18 using the page indicator at the very top of the page. (It starts showing 1/24, over-type it to 18/24.)

Meanwhile the normal work of the Group - passing on 'Skills for Life' to all our young people, must continue. We try not to involve the leaders in the project so they can concentrate on their 'day job'. They are obviously doing a good job as our numbers and waiting list continue to grow.

Scouting nationally organises a census on 31 January every year and the barchart on the next page shows the last few years. It clearly shows how the Covid pandemic halted our growth in 2021 but also that growth is starting to recover.



We could only achieve this through the sustained efforts of our leaders while they cope with extra pressure to comply with training requirements to keep our members safe. There are also major organisational changes underway which aim to make volunteering in Scouts more attractive to young adults. We owe all our volunteers huge thanks.

Finally, there has been another change in our Group - Naomi McMorn has taken over from me as Group Scout Leader. I am now Deputy GSL and wish Naomi all the best in leading our amazing Scout Group as it makes more and more of its great potential.

Roger Banister

MENSTON GUIDES

Guiding in Menston continues to thrive in the village with all units (Rainbows, Brownies and Guides) running at full capacity. We have 77 girls across the three units and an additional 44 on the waiting lists.

Girls take part in a range of activities, learning about themselves and their impact on the world, and enjoying being outdoors. We have undertaken joint trips this year as a group of girls from all Menston sections

and enjoyed sharing experiences.

Rainbows have been earning their 'Take Action' theme award and will be focusing on their Camp 1 skill builder by exploring the outdoor local area and taking part in kitchen-less cooking. Brownies have earned their performing interest badge and have also fabric painted flags to show all the things that make them unique. Their new term theme will be the Olympics as well as planning for their pack holiday. Guides worked on their 'Be well' theme award, took part in Parliament week and joined the November camp at Waddow Hall with temperatures reaching minus one! They are currently rehearsing for a pantomime and will focus on outdoor related activities as the weather improves.

We're very grateful to the volunteers who run our weekly meetings and have welcomed new faces this year. Our waiting list numbers show that Menston Guiding would benefit from an

additional Rainbows and Brownies unit but struggle for hut space and leaders so we are, as always, looking for leaders to help open new units in the village. Leading a unit is enjoyable, rewarding and unique every week! Please do get in touch if you'd like to provide girls in our village with the best experiences.

We are now also fully working with the Trustees to build a new hut and the girls have been sharing their ideas of how they'd like this to look and to provide a foundation for the future of Guiding and Scouting in Menston which is very exciting.

Thanks again to all our committed leaders, assistants and parents that support the Guiding organisation in Menston.

Jayne Finlay & Catrina Forsyth

I would like to help...

Name:

Contact:



- ☐ Welcoming people to services
- ☐ Reading or prayers
- ☐ Crafts
- ☐ Visiting people or Home Communion
- ☐ Small Group leading
- ☐ Practical—gardening, cleaning etc.
- ☐ Serving coffee, tea and snacks
- ☐ Office administration, website, social media

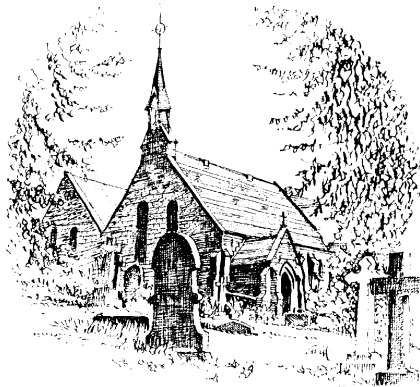
Please return completed slips to the Parish Office



**Parish Church of St John the Divine
Menston with Woodhead**

**Annual Report of the
Parochial Church Council
for the year ended 31 December 2023
presented at the APCM on
Sunday 28 April 2024**

incorporating the
Financial Statements
of the
Parochial Church Council



Bank:
HSBC Bank
33 Park Road
Leeds
LS1 1LD

Independent Examiner:
Linda P Nelson FCCA
BFE Brays Chartered Accountants
Building Society Chambers
Wesley Street
Otley
LS21 1AZ

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ADMINISTRATIVE INFORMATION

St John The Divine, Menston with Woodhead, is situated in Burley Lane, Menston. It is part of the Diocese of Leeds within the Church of England.

MEMBERSHIP AND ATTENDANCE OF THE PCC

January 2023 to December 2023

Members of the PCC are either ex officio or elected by the Annual Parochial Church Council Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC. Meetings attended out of a possible 10 during 2023 are in brackets; # indicates members of the Standing Committee.

Ex-officio Members of PCC

Rev Steve Proudlove #	10:10	Incumbent - Dec 2023
Rev Andrew Howorth #	6:10	Associate Priest
Mrs H Feathers #	9:10	Churchwarden
Mr D Mercer #	9:10	Churchwarden
Mrs W Thornhill	10:10	Licensed Reader
Dr C Alexander #	4:4	Treasurer - APCM 2023

Representatives on Deanery Synod [and PCC]

Mrs M Banister	10:10	until May 2026
Miss S Smith	10:10	until May 2026
2 Vacancies		until May 2026

Elected Members of PCC

(* indicates that a PCC member is serving a second term of office and is not eligible for re-election for one year following completion of their second term).

Mrs S Lee *	9:10	until APCM 2024	Treasurer
Mr I Johnson #	10:10	until APCM 2024	
Mr R Banister	10:10	until APCM 2024	
Mrs C Meakin *	10:10	until APCM 2025	
Miss S Smith *	10:10	until APCM 2025	
Mrs J West	7:10	until APCM 2025	
1 Vacancy		<i>until APCM 2025</i>	
Mr D Hall	4:10	until APCM 2026	
Mrs J Knaggs	4:10	until APCM 2026	
Mrs H Needle *	8:10	until APCM 2026	
1 Vacancy		<i>until APCM 2026</i>	
Lynda Shelley #	7:10	Secretary - co-opted to APCM 2024; resigned Jan 2024	
Menston Methodist Representative	0:10		

The PCC operates with a Standing Committee, which also functions as the Finance Committee.

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, if this is deemed appropriate, subject to any direction given by the Council.

ELECTORAL ROLL

The Electoral Roll should be revised annually. Every sixth year the preparation of new church electoral rolls takes place, which means that everyone must come off the roll and re-apply. The next occasion for the preparation of new rolls is 2025.

Following the new Church Representation Rules, names no longer need to be removed from the roll during the course of the year; this only happens at the annual revision. Names can continue to be added to the Electoral Roll throughout the year.

There are 98 names on the revised Electoral Roll. The numbers can be broken down into the following groups:

Females	76
Males	22
Residents	79
Non-residents	19
Individuals	67
Family Units	18

If your name is not on the Roll, please ask for a form to complete and return to me.

Elizabeth Leopold

The average usual Sunday attendance during 2023 was 72.

ANNUAL REVIEW FOR THE YEAR ENDED 31 DECEMBER 2023

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and Activities

St John the Divine, Menston with Woodhead PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the fabric of the church, the Parish Room and the churchyard.

Achievements and Performance

1. Worship

The Zest service is held each Sunday morning at 9.30am followed by refreshments in the Parish Room at 10.30am. This is then followed by a Parish Eucharist at 11 am.

Mid week service is held each Thursday morning at 9:30am.

The Core, aimed at 7–11 year olds with meetings on the third Sunday of the month from 3–4.15pm, has had a busy year with a wide range of activities.

The 6pm Service (previously the 'Junction') is an informal service for everyone in church on the first and third Sundays of the month. It offers all members of the congregation an opportunity to reflect and discuss passages from the Bible.

The Den is held each Sunday evening from 7–8pm and offers

a ministry to pre-teens and teenagers. Once a month they join with All Saints in Ilkley for Release, their youth group. The Core and the Den work actively to encourage children to grow in faith.

The Bible Study small groups continued to meet, one in person with one via Zoom.

The Parochial Church Council has been able to resume weekly face to face meetings and events as well as online presence via St John's website, Zoom and Facebook.

Licensed Chalcists: Mrs K Roberts, Mr R Banister, Mrs M Banister, Mr P Willbraham, Mrs S Lee, Mr G Druett, Mrs S Druett, Mrs D Slater, Mrs J Steele.

Lay Eucharist Ministers: Mrs K Roberts, Mr P Willbraham, Mrs S Finch, Mrs D Beaumont.

Verger team for weddings and funerals: Mrs I Griffiths, Mr G

Druett, Mrs K Roberts, Mrs H Feathers and Mrs R Zigmund.

Music has always been an essential element of our worship. The PCC is immensely grateful for our organists Mrs M Harvey and Mrs E Leopold who continue to share duties.

2. PCC Overview

The PCC and Standing Committee meetings have been undertaken via video Zoom meetings and face to face meetings.

The PCC met on ten occasions during the year with an average level of attendance of slightly over 80%. The Standing Committee met on seven occasions to plan agendas for PCC meetings, act on referred matters and discuss urgent issues.

The PCC discussed a wide variety of issues during the year. These have included the closure of the churchyard, how to grow our church and how to increase

our funds. Fundraising has resumed in earnest this year with a variety of activities and income opportunities taking place which have contributed considerably to church funds.

We have also resumed a varied calendar of events held throughout the year which have been very well supported and attended. This has included quiz suppers and the King's Coronation concert. We have had several music evenings, including 'Songs for Summer' and Choral Evensong. Further, 'Roses of Picardy' featured words and music for remembrance by The Occasion Choir of York.

The new system of voting to choose the three charities St John's supports has been well received.

A stewardship/regular giving campaign has been identified as a priority for PCC in the next couple of years.

The generosity of time and effort undertaken by everyone to both maintain and grow St John's, making it a safe, welcoming, and varied church, particularly since the commencement of the interregnum phase we are currently in, is greatly appreciated and formally acknowledged.

St John's Church and its environs were maintained in good condition. Additionally, a variety of work was carried out during the year by volunteers, including regular ground maintenance, grass cutting, leaf clearing and maintenance of the flower borders. A cake and craft stall was held regularly. PCC have been working towards closure of the church yard and it's formal adoption by Bradford Council, a decision on which is pending from the Privy Council.

The Eco church group organised a wide variety of activities for people to get involved in during the year including tree planting,

seed sowing, a quiz and thinking about carbon footprints with duplo. Eco tips were included in the magazine regularly and prayers for creation woven into worship. St John's was delighted to attain a Silver Eco church award in September 2023.

Catherine Meakin continued in her role as Safeguarding Officer and Elizabeth Leopold as Electoral Roll Officer. PCC is very grateful for their hard work in these roles.

Our administrator, Amy Elliott, continues to provide excellent ongoing support both to the clergy and ensuring that the parish office is run efficiently.

The church continues to be supported by an army of volunteers, including the outreach work, pastoral care and the day-to-day activity of the church. To name just a few, this includes floral decoration, reading and intercession prayers, serving coffee, gardening and leaf clearing.

The PCC is immensely grateful for the dedication and care given to our congregation and church, in particular during the current interregnum.

We have been truly blessed with our dedicated wardens and deputy wardens. Hilary Feathers and David Mercer continue in their dedication to maintain day to day church life, which has been even more vital and appreciated in this interregnum period. Hilary and David are very ably supported by our deputy wardens Judith Knaggs, Roger Banister and Dominic Hall.

Julie West
Acting PCC secretary

**Independent Examiner's Report to the trustees of Parish Church Council of
St John the Divine, Menston with Woodhead Charity no 1129823
on accounts for the year ended 31st December 2023.**

I report to the Trustees on my examination of the accounts of the Parochial Church Council of St John The Divine, Menston with Woodhead (the Trust) for the year ended 31 December 2023 which are set out on pages 12 to 20.

Responsibilities and Basis of Report

As the charity trustees of the Trust, 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 Trust's 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 the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

*Linda P Nelson FCCA
BFE Brays Chartered
Accountants
Building Society Chambers
Wesley Street
Otley LS21 1AZ
22 March 2024*

Parochial Church Council of St John the Divine, Menston with Woodhead
STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2023

INCOMING RESOURCES		Unrestricted	Design'd	Restricted	Total Funds	
		Funds	Funds	Funds	2023	2022
	<i>Note</i>					
Donations and legacies	2a	99,135	0	4,320	103,455	127,341
Income from charitable activities	2b	4,057	0	0	4,057	4,349
Other trading activities	2c	4,622	45	441	5,109	3,407
Income from investment	2d	277	0	40	318	236
Other incoming resources	2e	0	0	0	0	0
TOTAL INCOMING RESOURCES		108,091	45	4,801	112,938	135,334
RESOURCES EXPENDED						
Mission activities	3a	5,444		0	5,444	4,627
Ministry	3b	71,879	0	450	72,329	45,815
Maintenance	3c	8,100	0	5,889	13,988	221,931
Support	3d	12,527	0	0	12,527	11,637
Costs of generating funds	3e	205	0	0	205	459
TOTAL RESOURCES EXPENDED		98,154	0	6,339	104,493	284,469
NET Incoming/-Outgoing RESOURCES before Transfer						
		9,937	45	-1,537	8,444	-149,135
TRANSFERS BETWEEN FUNDS - in		0	0	47	0	0
	-out	-47	0	0	0	0
NET Incoming/Outgoing RESOURCES		9,890	45	-1,491	8,444	-149,135
BALANCES BROUGHT FORWARD						174,218
at 1st January 2023		19,987	1,173	3,923	25,083	
BALANCES CARRIED FORWARD		29,877	1,218	2,432	33,527	25,083
at 31st December 2023						

Parochial Church Council of St John the Divine, Menston with Woodhead						
BALANCE SHEET AS AT 31st December 2023						
	Note	Unrestricted	Designated	Restricted	Total funds	
		Funds	Funds	Funds	2023	2022
FIXED ASSETS						
Tangible fixed assets	5	0	0	0	0	0
						0
CURRENT ASSETS						
Debtors	6	4,404	-	258	4,661	4,407
Investments	7	6,324	-	901	7,225	7,907
Cash at bank & in hand	8	19,531	1,218	1,740	22,489	14,555
		30,258	1,218	2,899	34,375	26,869
LIABILITIES FALLING DUE						
WITHIN ONE YEAR	9	381	-	467	848	1,787
NET CURRENT ASSETS		29,877	1,218	2,432	33,527	25,083
TOTAL NET ASSETS		29,877	1,218	2,432	33,527	25,083
FUNDS						
Restricted	10	-	-	2,432	2,432	3,923
Unrestricted		29,877	1,218	-	31,095	21,160
		29,877	1,218	2,432	33,527	25,083

Approved by the Parochial Church Council on 29 February 2024

and signed by:



Warden (Chairman)



Mr IK Johnson (Treasurer)

The notes on the following pages form part of these financial statements.

ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2015.

The financial statements have been prepared under the historical cost convention.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

FUNDS

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used as either restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent donations or grants received for a specific object or invited by the

PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes. These may include monies designated by the PCC for a particular purpose.

INCOMING RESOURCES

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, and interest is accounted for as it accrues. All other income is recognized when it is receivable.

All incoming resources are accounted for gross.

FIXED ASSETS

Consecrated and beneficed property is not included in the accounts in accordance with s.96 (2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. There have been no acquisitions since 1 January 2000.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Equipment used within the church premises is depreciated on a straight line basis over four years. Individual items of

equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

INVESTMENTS

Investments are valued at market value at 31 December.

CURRENT ASSETS

Amounts owing to the PCC at 31 December in respect of fees, rents, tax refunds or other income are shown as debtors. Short term deposits are funds held on deposit in The CBF Church of England Funds with CCLA Investment Management Ltd.

LIABILITIES

We have been advised by the Diocese of Leeds that payments toward the Diocesan Share are regarded as donations to the Diocese and there is no liability to pay any shortfall in the future.

Any shortfall should not therefore be recorded as a contingent liability in the accounts.

Parochial Church Council of St John the Divine, Menston with Woodhead						
Notes to the Financial statements for the year ending 31st December 2023						
INCOME						
	Unrestricted	Designated	Restricted	Total Funds		
	Funds	Funds	Funds	2023	2022	
2a <i>Donations and legacies</i>						
Regular giving: via bank	60,600	0	0	60,600	60,120	
via envelopes	5,130	0	0	5,130	5,481	
Income Tax recoverable on reg giving	14,711	0	0	14,711	14,343	
Irregular giving	12,458	0	2,520	14,978	2,877	
Collections (open plate) at all services	2,835	0	0	2,835	2,201	
Special collections	0	0	0	0	25	
Grants	0	0	0	0	0	
Appeals	0	0	1,220	1,220	37,976	
Legacies	0	0	0	0	2,000	
Income Tax recoverable on irreg giving	3,402	0	580	3,982	2,318	
	99,135	0	4,320	103,455	127,341	
2b <i>Income from charitable activities</i>						
Service fees	2,490	0	0	2,490	3,288	
Magazine sales	1,566	0	0	1,566	1,061	
Sale of books/leaflets	0	0	0	0	0	
Educational events	0	0	0	0	0	
	4,057	0	0	4,057	4,349	
2c <i>Other trading activities</i>						
Parish Room lettings	1,709	0	0	1,709	1,365	
Magazine advertising	962	0	0	962	841	
Office income	24	0	0	24	12	
Fund raising events	1,927	45	441	2,414	1,190	
Income Tax recoverable	0	0	0	0	0	
	4,622	45	441	5,109	3,407	
2d <i>Income from Investments</i>						
Interest	277	0	40	318	236	
	277	0	40	318	236	
2e <i>Other income</i>						
Other Income	0	0	0	0	0	
SMP reimbursement	0	0	0	0	0	
					0	
TOTAL INCOME	108,091	45	4,801	112,938	135,334	

Parochial Church Council of St John the Divine, Menston with Woodhead						
Notes to the Financial statements for the year ended 31st December 2023						
		Unrestricted	Designated	Restricted	Total Funds	
EXPENDITURE		Funds	Funds	Funds	2023	2022
3a Mission activities						
Overseas - missionary societies		0	0	0	0	1,534
Overseas - relief and development agencies		1,798	0	0	1,798	0
Home missions and other relief organisations		3,646	0	0	3,646	3,093
		5,444	0	0	5,444	4,627
3b Ministry						
Diocesan parish share		70,000	0	0	70,000	44,000
Arrears of parish share paid off		0	0	0	0	0
Clergy costs		691	0	0	691	485
Service expenses		612	0	450	1,063	922
Fees		420	0	0	420	348
Magazine costs		156	0	0	156	61
		71,879	0	450	72,329	45,815
3c Maintenance						
Church		1,304	0	5,889	7,193	209,458
Equipment depreciation		0	0	0	0	0
Utilities		3,451	0	0	3,451	4,538
Insurance		2,415	0	0	2,415	2,690
Upkeep of churchyard		764	0	0	764	4,704
Parish Room maintenance		165	0	0	165	542
		8,100	0	5,889	13,988	221,931
3d Support						
Employment costs		9,577	0	0	9,577	9,057
Subscriptions and licences		970	0	0	970	917
Office running costs		1,167	0	0	1,167	1,217
Office equipment		250	0	0	250	126
Bank charges		194	0	0	194	251
Other expenses		368	0	0	368	69
		12,527	0	0	12,527	11,637
3e Costs of generating funds						
Fundraising costs		205	0	0	205	459
TOTAL EXPENDITURE		98,154	0	6,339	104,493	284,469

Parochial Church Council of St John the Divine, Menston with Woodhead
Notes to the Financial statements for the year ended 31st December 2023

Expenditure cont'd

		Total Funds	
		2023	2022
4	Staff Costs		
	Administrator's salary	9,472	8,970
	Pension contributions	0	0
	PAYE	105	87
	Organists fees	420	348
		9,964	9,405

During the year the PCC employed a part-time organist and an administrator, neither of whom earned more than £50,000 pa. No payments were made to trustees.

5 FIXED ASSETS FOR USE BY THE PCC

		Total Funds	
		2023	2022
	COST		
	Audiovisual equipment purchased 2017	0	9,180
		0	9,180
	DEPRECIATION		
	at 31st December 2021	0	9,180
	Charge for the year (25% purchase price)	0	0
	at 31st December 2021	0	9,180
	NET BOOK VALUE		
	at 31st December 2023	0	0

Parochial Church Council of St John the Divine, Menston with Woodhead							
Notes to the Financial statements for the year ended 31st December 2023							
6 DEBTORS				Unrestricted	Restricted	2023	2022
Income Tax recoverable				3,912	258	4,170	3,831
Prepayments				491	0	491	576
				4,404	258	4,661	4,407
7 SHORT TERM DEPOSITS				Unrestricted	Restricted	2023	2022
held in CBF Church of England Funds							
Choir				0	72	73	69
Churchyard				0	134	134	1,128
Donations				0	181	181	173
Fabric				0	514	514	491
General Purposes				6,323	0	6,323	6,046
				6,324	901	7,225	7,907
8 CASH AT BANK AND IN HAND				Unrestricted	Restricted	2023	2022
HSBC Main Account				20,739	1,740	22,479	14,544
HSBC Magazine Account(closed)				0	0	0	0
Catering Cashbook				0	0	0	0
Office Cashbook				11	0	11	11
				20,749	1,740	22,489	14,555
9 LIABILITIES				Unrestricted	Agencies	2023	2022
amounts falling due within one year							
Funds held for Housebound Party					467	467	467
Inn Churches Christmas collections					0	0	484
Accruals				381	0	381	836
Other creditors							0
				381	467	848	1,787

Parochial Church Council of St John the Divine, Menston with Woodhead

Notes to the Financial statements for year ended 31st December 2023

10a FUND MOVEMENT SUMMARY

	Incoming	Outgoing	Transfers	Gains/	Total Funds	
	Resources	Resources		Losses	2023	2022
Fabric Fund	1,824	5,889	47	0	0	4,018
Choir Fund	3	0	0	0	7	4
Churchyard Fund	6	0	0	0	14	7
Altar Flower Fund	380	450	0	0	818	888
Donations Fund	8	0	0	0	181	173
Mission Fund	0	0	0	0	-1	-1
Churchyard Planting Fund	2,625	0	0	0	2,631	6
General Fund	108,091	98,154	-47	0	29,877	19,987
	112,938	104,493	0	0	33,527	25,082

10b Fabric Fund	Incoming	Outgoing	Transfers	Gains/	Total Funds	
	Resources	Resources		Losses	2023	2022
Deposit acc. Interest	23	0	0	0	23	87
Legacies	0	0	0	0	0	0
Church Roof appeal	1,315	0	0	0	1,315	39718
Church roof upgrade	0	-5,889	0	0	-5,889	-187851
Fundraising events	486	0	0	0	486	709
Fund Transfers	0	0	47	0	47	
	1,824	-5,889	47	0	0	4,018

11 Contingent liabilities

We have been advised by the Diocese of Leeds that payments toward the Diocesan Share are regarded as donations to the Diocese and there is no liability to pay any shortfall in the future. Any shortfall should not therefore be recorded as a contingent liability in the accounts.

MENSTON PCC - General Fund - BUDGET 2023

Budget 2024		Budget 2023	Actual 2023
	INCOME		
61,000	Planned Giving - via bank	60,000	60,600
5,000	Planned Giving - via envelopes	6,000	5,130
16,000	Gift Aid Tax reclaimable	15,000	18,113
2,800	Cash Collections	2,000	2,835
2,500	Fees	3,000	2,490
0	Legacies	0	0
24	Office Income	50	24
1,700	Parish Room letting	1,500	1,709
200	Interest	30	277
2,600	Magazine	2,000	2,528
2,500	Irregular Income	2,000	12,458
1,000	Fund Raising	0	1,927
0	Special collections	0	0
0	Appeals	0	0
95,324	Total Income	91,580	108,091
	EXPENDITURE		
73,708	Diocesan Share	86,598	70,000
700	Clergy Expenses	500	691
1,500	Church maintenance	2,000	1,304
620	Service expenses	600	612
4,000	Utilities	4,500	3,451
2,450	Church Insurance	2,400	2,415
160	Parish Magazine	100	156
170	Parish Room	300	165
170	Churchyard	300	764
450	Organists	300	420
0	Vergers	0	0
0	Fundraising expenses	0	205
650	Office - printing/stationery	400	640
480	- telecoms	450	472
10,000	- administrators salaries + SMP	9,200	9,577
150	- equipment replace/repair	150	250
1,000	- subs/licences/computer support	900	970
60	-office sundry expenses	200	55
0	Sundries	300	0
4,758	General Fund donations/Mission Giving	4,600	5,444
0	Churchyard Closure	0	368
200	Bank Charges		194
0	Special collections	0	0
101,226	Total Expenditure	113,798	98,154
-5,902	Surplus(-Deficit)	-22,218	9,937

Extracts from the Financial Statements 31/12/2023						
Charitable Donations						
	2023	2022				
Mission Giving			Parish Room	Inc	Exp	Net
Roche ECO Church	50		Lettings	1,709		
Wateraid	1798		Utilities		<u>1,380</u>	
Shelter	1798		Cleaning		0	
Behind Closed Doors	1798		Maintenance		165	
	5,444	4,602		1,709	1,545	163
% of unrestricted income	5.00%	5.00%				
			<u>Utilities estimated at 40% of Church utility bill</u>			
Special collections						
Trussell Tust Foodbank	261		Magazine	Inc	Exp	Net
DEC Turkey Appeal	185		Sales	1,566		
Children's Society	25		Adverts	962		
Inn Churches Xmas Appeal	249		Production/distrib costs		311	
Bradford North Foodbank	285			2,528	311	2,217
Utilities	2023	2022				
	kWh	kWh				
Use Gas	22,664	33,984				
Electricity	3,357	4,951				
Change in gas usage	-33%	-22%				
Change in electric usage	-32%	23%				
Change in gas costs	-29%	33%				
Change in electricity costs	-24%	0.23				

FINANCIAL REVIEW
January 2024

**FINANCIAL PERFORMANCE 2023
(GENERAL FUND)**

Total income for 2023 at £112,938 was below that for 2022, this reflects the ending of money raised from appeals following the completion of the roof replacement project and an absence of legacies in 2023. However, whilst income from most other sources showed marginal increases on 2022 levels, that from irregular giving was raised by large a donation of £10,000 to general funds and £2,000 to restricted funds. Other items of note include the increase from fund raising events, Parish Room lettings and magazine sales.

In terms of expenditure, the single largest item was the final “additional retention” fee of

£5,888 in respect of the replacement roof project. Although the full Diocesan Share request of £86,598 was not met, a total of £70,000 was paid; a marked increase on the 2022 level of £44,000. In addition, mission giving at 5% of general income was maintained. Most other ministry and support costs were also slightly higher in 2023, however, that spent on utilities at £3,451 was 24% less than in 2022.

RESERVES POLICY

It is the policy of this church to keep 3 months general running costs (£24,000) in the general fund to cover unforeseen emergencies. By not paying full Share a general reserve of £31,095 has been maintained with a further £2,432 in restricted funds.

BUDGET 2024

The budget assumes full payment of the Diocesan Share request of £73,708, and maintenance of mission giving at 5% of general income. All other expenditure is expected to be at similar or slightly higher levels than for 2023, giving a total expenditure level of around £101,200. In terms of income, that from planned giving and other sources is not expected to markedly change on 2023 levels, whilst that from possible fund-raising events

(based on known and potential events) may be lower generating around £1,000 so that total income will be around £95,300.

As a result, there is likely to be a deficit of around £6,000 by the end of the year. The PCC will have to consider its commitments to Diocesan Share, the 5% Mission Giving formula and/or increasing income from fund raising and other activities.

IK Johnson (Treasurer)

CHURCHWARDENS' REPORT

When starting to think about writing our third Warden’s Report it seemed to be a slightly more challenging task than the previous two, mostly because the last year seemed to have had none of the big excitements of the previous ones: no epidemics and no major building projects! This happy state of

affairs was not to last, however, with the news last November that Steve would be leaving us after Christmas - the news that all wardens dread!

Since that time we have discovered several things about our vicar that we had not fully appreciated until he had gone.

Not only how much he did behind the scenes to keep everything running smoothly but also how very organised he was!

At this point we would like to express our grateful thanks to Amy, our Administrator, who has been truly amazing and without whose own hard work and organisational skills much of what has been happening in the Parish would definitely not have happened.

The ongoing challenge of maintaining, repairing and replacing parts of our lovely old building is ongoing, helped by the work of the unsung heroes who clean, paint, garden and repair on a regular basis. It is worth taking a moment sometimes to look around church on a Sunday and consider how many people have contributed their time and skills during the previous week in order that we may enjoy our time here. Thank you to all those

people, your efforts are hugely appreciated.

It is difficult to write this report without spending most of the time thanking people but it is, I'm afraid, rather inevitable! With that in mind our thanks must go to Andrew and Wendy for their support and wisdom, especially over the last six months and to the Zest team of Sally, Catherine, Marilyn and James for rising to the challenge of leading Zest each week so successfully.

Service numbers of our congregations for both services are stable and it is a credit to everyone that we remain a visible, united and caring worshipping community within Menston whilst we wait for exciting times ahead with a new vicar...soon we hope.

*Hilary Feathers
& David Mercer*

SOUTH CRAVEN AND WHARFEDALE DEANERY SYNOD REPORT

Deanery Synod Representatives

House of Laity: Marilyn Banister & Sally Smith

2 Vacancies until 2026

2023 saw the Deanery continue with a mix of zoom and in person meetings.

In February we heard from Rev Jude Smith, Director of Church Revitalisation, about the Barnabas project. The Church Commissioners have awarded funds to the Diocese of Leeds for this work which is about encouraging confidence in God, mission and future witness ie what does each church need to do to grow.

There has been quite a churn of clergy in the last year: new vicar at Burley arrived in July. Rev Philip Bishop. Sutton, Cowling and Lothersdale lost Rev Helen in June and an appointment was made in February 2024. David and Susan Griffiths retired from Silsden in September and so Silsden entered an interregnum followed by Menston in January

2024 with Rev Steve Proudlove's move to a Diocesan role.

Rev Mike Green from Kildwick, Cononley and Bradley was appointed as the Assistant Area Dean in July. Rev Mike Coe remains the Area Dean and I was re-elected as the Lay Chairperson of the Deanery for the new term running from July 2023 to 2026. Sally Smith is also a member of Deanery from Menston but there are still two vacancies.

At the July synod in Bradley church, Otley Christian Resources Hub gave an update on what they can offer which was very inspiring. Open the Book is happening in all the primary schools locally apart from Menston and although they have been approached they have not taken this up following the Covid break in provision.

In October we held an in person meeting at St Margaret's in Ilkley and Jemima Parker, the Diocesan Environmental Officer, gave a presentation on 'getting started on our journey to be a net zero church'. There was a lot of really good information and people learned a lot.

The Bradford Episcopal Area Forum (BEAF) in November focussed on Bradford City of Culture 2025 and thinking how we can make use of our churches as venues for events or actually holding activities.

Below is the information about payments made by churches in our Deanery for the Diocesan share.

On 8 June there is expected to be a Pilgrimage to Bradford Cathedral to celebrate the 10 year anniversary of the Diocese of Leeds. More details to follow. At our Deanery meeting on Thursday 13 June we will be hearing from Geoff Park who is the Diocesan Director of Finance. Everyone is welcome.

Do please consider whether you would like to get involved. I enjoy hearing about how other congregations are responding to the needs in their particular place. Do ask me if you would like to know more.

*Marilyn Banister
Lay Chair and Deanery Synod
Representative for St John's*

	Requested share for 2023 (£)	Paid (£)	Percentage paid in 2023	Percentage paid in 2022
Diocese of Leeds	15,753,796	11,769,717	75%	78%
Bradford Episcopal area	2,764,929	2,093,230	76%	79%
SC & W Deanery	814,601	640,966	79%	77%
Churches that paid in full in SC and W Deanery	Addingham	Ilkley All Saints	Cowling	Lothersdale

**Independent Examiner's Report to the trustees of Parish Church Council of
St John the Divine, Menston with Woodhead Charity no 1129823
on accounts for the year ended 31st December 2023.**

I report to the Trustees on my examination of the accounts of the Parochial Church Council of St John The Divine, Menston with Woodhead (the Trust) for the year ended 31 December 2023 which are set out on pages 12 to 20.

Responsibilities and Basis of Report

As the charity trustees of the Trust, 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 Trust's 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 the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

*Linda P Nelson FCCA
BFE Brays Chartered
Accountants
Building Society Chambers
Wesley Street
Otley LS21 1AZ
22 March 2024*

Accounts

**Parish Church of St John the Divine
Menston with Woodhead**

**Annual Report of the
Parochial Church Council
for the year ended 31 December
2022 presented at the APCM on
Sunday 30 April 2023**

incorporating the
Financial Statements
of the
Parochial Church Council



Bank: `Independent Examiner: HSBC Bank K P Bonney 33 Park Road
Chartered Accountant Leeds 35 Moorland Crescent LS1 1LD The
Homestead Menston LS29 6PB

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ADMINISTRATIVE INFORMATION

St John The Divine, Menston with Woodhead, is situated in Burley Lane, Menston. It is part of the Diocese of Leeds within the Church of England.

MEMBERSHIP AND ATTENDANCE OF THE PCC January 2022 to December 2022

Members of the PCC are either ex officio or elected by the Annual Parochial Church Council Meeting (APCM) in accordance with the Church Representation Rules.

During the year the following served as members of the PCC. Meetings attended out of a possible 9 during 2022 are in brackets; # indicates members of the Standing Committee.

Ex-officio Members of PCC

Incumbent # Revd S Proudlove (9:9) *Chairman* Revd A
Howorth (8:9)

Churchwarden # Mrs H Feathers (7:9)

Churchwarden # Mr D Mercer (7:9)

Licensed Lay Minister Mrs W Thornhill (5:9)

Representatives on Deanery Synod [and PCC]

Mrs M Banister (6:9) [until May 2023]

Miss S Smith (9:9) [until May 2023]

2 Vacancies [until May 2023]

Elected Members of PCC

(* indicates that a PCC member is serving a second term of office and is not eligible for re-election for one year following completion of their second term).

Treasurer # Dr C Alexander (8:9) (until APCM 2023) Mrs H

Needle (4:9) (until APCM 2023)

Mr G Druett* (0:9) (until APCM 2023)

1 Vacancy

Mrs S Lee* (8:9) (until APCM 2024)

Mr I Johnson (9:9) (until APCM 2024)

Mr R Banister (8:9) (until APCM 2024)

1 Vacancy

Mrs C Meakin* (9:9) (until APCM 2025)
Miss S Smith* (9:9) (until APCM 2025)
Mrs J West (9:9) (until APCM 2025)

1 Vacancy

Mrs J Dixon (0:9) (Menston Methodist)

Secretary # Ms L Shelley (3:9) (co-opted to PCC Sept 2022 until
APCM 2023)

The PCC operates with a Standing Committee, which also functions as the Finance Committee.

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, if this is deemed appropriate, subject to any direction given by the Council.

ELECTORAL ROLL

The Electoral Roll should be revised annually. Every sixth year the preparation of new church electoral rolls takes place, which means that everyone must come off the roll and re-apply. The next occasion for the preparation of new rolls is 2025.

Following the new Church Representation Rules, names no longer need to be removed from the roll during the course of the year; this only happens at the annual revision. Names can continue to be added to the Electoral Roll throughout the year.

There are 103 names on the revised Electoral Roll. The numbers can be broken down into the following groups:

Females 79

Males 24

Residents 85

Non-residents 18

Individuals 69

Family Units 17

If your name is not on the Roll, please ask for a form to complete and return to me.

Elizabeth Leopold

The average usual Sunday attendance during 2022 was 69.

ANNUAL REVIEW FOR THE YEAR ENDED 31 DECEMBER 2022

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC

members is set out in the church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and Activities

St John the Divine, Menston with Woodhead PCC has the

responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the church, pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the fabric of the church, the Parish Room and the churchyard.

Achievements and Performance

1. Worship

2022 saw the return of our normal pattern of services and communion.

The Zest service is held each Sunday morning at 9.30am, followed by refreshments in the

and is an informal service in church on the first and third Sundays of the month. It offers all members of the congregation an opportunity to reflect and discuss on passages from the Bible.

The Den is held each Sunday evening from 7–8 pm and offers a ministry to pre-teens and teenagers. Once a month they

Parish Room at 10.30am, followed by a Parish Eucharist at 11am.

Sunday services were unaffected by the work of new roof and we were grateful to the wardens for ensuring that the church was clean before Sunday Services. Mid-week Communion was held in the Parish Room.

The Core, aimed at 7–11 year olds, with meetings on the third Sunday of the month from 3–4.15 pm, has had a busy year with a wide range of activities.

The Junction changed its name to the 6pm Service in October

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join with All Saints, Ilkley for their youth group, Release.

Zest, The Core and The Den work actively to encourage young families and children to grow in faith. As part of this, St John's led a Platinum Jubilee service focusing on young people for the whole village at 9.30am on 5 June.

The Bible Study small groups

continued to meet.

We have been able to resume weekly face to face meetings and events as well as an online presence via our website, Zoom and social media.

Annual Report for 2022

Licensed Chalcists: Mrs K Roberts, Mr R Banister, Mrs M Banister, Mr P Willbraham, Mrs Sue Lee, Mr G Druett, Mrs S Druett, Mrs D Slater, Mrs J Steele.

Lay Eucharist Ministers: Mrs K Roberts, Mr P Willbraham, Mrs S Finch, Mrs D Beaumont.

Music has always been an essential element of our

worship. Singing recommenced in each of our services as soon as it was permitted. The PCC is immensely grateful for this work by organists Mrs M Harvey and Mrs E Leopold who continue to share duties.

The choir unfortunately has been unable to reconvene since the ease of Covid restrictions.

2. PCC Overview

The PCC and SCM meetings have been undertaken via video Zoom meetings and occasional face to face meetings.

The PCC met 9 occasions during the year with an average level of

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attendance of 75%. A record of individual attendance is shown on the previous page. Vacancies for both 3 and 2 years were unfilled.

The Standing Committee met on 7 occasions to plan agendas for PCC meetings, act on referred matters and discuss urgent issues.

The new church roof dominated much of PCC's agenda during 2022 and there were extensive discussions to determine the best way forward due to steep rises in the cost of building materials. See the Treasurer's report on page 23 for full details. Work began on the new roof on 13 June and was completed within three months. Our thanks to Steve and Hilary

Feathers for the wonderful new finial – a fine addition to the new roof. A celebration service was held on Sunday 25 September to which all donors were invited. PCC are now actively considering how St John's can best serve the whole community and how we can grow in faith.

Annual Report for 2022

During the building work the Parish Office was closed, the administer working from home. It is now open one morning per week.

The PCC discussed a wide variety of issues during the year. Much time was spent addressing issues of declining parish income and an increase in our Parish Share. Many

appreciated and formally acknowledged.

St John's church and its environs were maintained in good condition with the installation of the new roof. Additionally, a variety of work was carried out during the year by volunteers, including regular

activities and income opportunities have not picked up to pre-Covid levels.

A fundraising team was established and several events were organised including a monthly Craft and Cake stall.

The new system of voting to choose the three charities St John's supports seems to be successful. All members of the congregation are given the opportunity to express their preference.

The generosity of time and work undertaken by everyone to both maintain and grow St John's, making it a safe, welcoming, and varied church, is greatly

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cleaning, ground maintenance, grass cutting, leaf clearing and maintenance of the flower borders.

Catherine Meakin continued in her role as Safeguarding Officer and Elizabeth Leopold as Electoral Roll Officer. PCC is grateful for their hard work in these roles.

Our administrator, Amy Elliott, continues to provide excellent ongoing support, taking on a range of additional tasks that ensure the vicar is appropriately supported and the office is run efficiently.

The church continues to be hugely supported by a wide range of volunteers supporting the outreach work, pastoral

Annual Report for 2022

care and the day-to-day activity of the church, including floral decoration of the church, serving coffee and leaf clearing to name but a few.

The PCC greatly appreciates the devotion and care given to our church and our congregation.

Lynda Shelley
PCC secretary

**Independent Examiner's Report to the trustees of Parish Church Council of
St John the Divine, Menston with Woodhead Charity no 1129823 on
accounts for the year ended 31st December 2022, pages 12—22**

On accounts for the year ended	31 st December 2022	Charity no	1129823
Set out on pages	2-12		

Signed:		Date:	07/03/23
Name:	K P Bonney		
Relevant professional qualification(s) or body	Chartered Accountant		
Address:	35 Moorland Crescent		
	The Homestead		
	Menston, Ilkley LS29 6PB		

**Parochial Church Council of St John the Divine, Menston with
Woodhead STATEMENT OF FINANCIAL ACTIVITIES for the year ended
31st December 2022**

INCOMING RESOURCES Design'd Restricted Total Funds Unrestricted

Funds Funds Funds 2022 2021

Note

Donations and legacies 2a 87,384 0 39,956 127,341 163,679 Income from

charitable activities 2b 4,349 0 0 4,349 2,539 Other trading activities 2c 2,240 29 1,138 3,407 4,313 Income from investment 2d 132 0 104 236 21 Other incoming resources 2e 0 0 0 0 0 **TOTAL INCOMING RESOURCES 94,106 29 41,199 135,334 170,552**

RESOURCES EXPENDED

Mission activities 3a 4,627 0 0 4,627 4,452 Ministry 3b 45,498 0 317 45,815 74,005 Maintenance 3c 32,914 0 189,018 221,931 17,553 Support 3d 11,637 0 0 11,637 10,140 Costs of generating funds 3e 459 459 886 **TOTAL RESOURCES EXPENDED 94,675 0 189,794 284,469 107,035**

NET Incoming/-Outgoing RESOURCES before Transfer

-570 29 -148,595 -149,135 63,516

TRANSFERS BETWEEN FUNDS - in 0 0 0 0 1,504 -out 0 0 0 0 -1,504

NET Incoming/Outgoing RESOURCES -570 29 -148,595 -149,135 63,516

BALANCES BROUGHT FORWARD 20,556 1,144 152,517 174,218 110,702 at 1st January 2022

BALANCES CARRIED FORWARD 19,987 1,173 3,923 25,083 174,218 at 31st December 2022

**Parochial Church Council of St John the Divine, Menston
with Woodhead BALANCE SHEET AS AT 31st December
2022**

	<i>Note</i> Unrestricted	Designated	Restricted	Total funds
		Funds	Funds	Funds
		2022	2021	2021

FIXED ASSETS

Tangible fixed assets 5 0 0 0 0 0 **0 0 0 0 0**

CURRENT ASSETS

Debtors 6 4,300 0 108 4,407 8,868 Investments 7 6,350 0 1,557 £7,907 40,171
Cash at bank & in hand 8 10,172 1,173 3,209 14,555 126,537 **20,823 1,173 4,873**
26,869 175,576

LIABILITIES FALLING DUE

WITHIN ONE YEAR 9 836 0 951 1,787 1,358 **NET CURRENT ASSETS** 19,987

1,173 3,923 25,083 174,218

TOTAL NET ASSETS 19,987 1,173 3,923 25,083 174,218

FUNDS 10

Restricted 0 0 3,923 3,923 152,517 Unrestricted 19,987 1,173 0 21,160 21,701
19,987 1,173 3,923 25,083 174,218



Approved by the Parochial Church Council on 23rd January 2023

and signed by:

Rev'd S Proudlove (Chairman)

Dr C Alexander (Treasurer)

The notes on the following pages form part of these financial statements.

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under the historical cost convention.

ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2015. The financial statements have been prepared

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings

of church members.

FUNDS

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used as either restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent donations or grants received for a
Annual Report for 2022

specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest

separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes. These may include monies designated by the PCC for a particular purpose.

INCOMING RESOURCES

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, and interest is accounted for as it accrues. All other income is recognized when it is receivable.

All incoming resources are accounted for gross.

FIXED ASSETS

Consecrated and beneficed property is not included in the accounts in accordance with

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s.96 (2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything

acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. There have been no acquisitions since 1 January 2000.

All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Equipment used within the church premises is depreciated on a
Annual Report for 2022

straight line basis over 4 years. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

INVESTMENTS

Investments are valued at market

value at 31 December.

CURRENT ASSETS

Amounts owing to the PCC at 31 December in respect of fees, rents, tax refunds or other income are shown as debtors. Short term deposits are funds held on deposit in The CBF Church of England Funds with CCLA Investment Management Ltd.

LIABILITIES

We have recently been advised by the Diocese of Leeds that payments toward the Diocesan Share are regarded as donations to the Diocese and there is no liability to pay any shortfall in the future.

Any shortfall should not therefore be recorded as a contingent liability in the accounts.

23 January 2023

INCOME

Unrestricted	Designated	Restricted	Total Funds	Funds	Funds	Funds	Funds	2022
								2021

Regular giving: via bank 60,120 0 0 60,120 60,304 via envelopes 5,481 0 0 5,481 5,956
Income Tax recoverable on reg giving 14,343 0 0 14,343 14,157 Irregular giving 2,572 0
305 2,877 549 Collections (open plate) at all services 2,191 0 10 2,201 1,659 Special
collections 25 0 0 25 0 Grants 0 0 0 0 16,500 Appeals 0 0 37,976 37,976 50,351 Legacies
2,000 0 0 2,000 2,095 Income Tax recoverable on irreg giving 653 0 1,666 2,318 12,108
87,384 0 39,956 127,341 163,679

2b Income from charitable activities

Service fees 3,288 0 0 3,288 1,370 Magazine sales 1,061 0 0 1,061 1,168 Sale of
books/leaflets 0 0 0 0 0 Educational events 0 0 0 0 0 **4,349 0 0 4,349 2,539**

2c Other trading activities

Parish Room lettings 1,365 0 0 1,365 707 Magazine advertising 841 0 0 841 919 Office
income 12 0 0 12 50 Fund raising events 23 29 1,138 1,190 2,637 Income Tax recoverable
0 0 0 0 0 **2,240 29 1,138 3,407 4,313**

2d Income from Investments

Interest 132 104 236 21 **132 0 104 236 21**

2e Other income

Other Income 0 0 0 0 0 SMP reimbursement 0 0 0 0 0 **0 0 0 0 0**

TOTAL INCOME 94,106 29 41,199 135,334 170,552

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Annual Report for 2022

Parochial Church Council of St John the Divine, Menston with Woodhead

Notes to the Financial statements for the year ended 31st

December 2022 3 a Mission activities

EXPENDITURE Designated Restricted Total Funds Unrestricted

Funds Funds Funds 2022 2021

Overseas - missionary societies 1,534 0 0 1,534 1,484 **3 b Ministry**

Overseas - relief and development agencies 0 0 0 0 0 Home missions and other relief
organisations 3,093 0 0 3,093 2,968 **4,627 0 0 4,627 4,452**

Diocesan parish share 44,000 0 0 44,000 72,682 Fees 348 0 0 348 9 6

Arrears of parish share paid off 0 0 0 0 0 Magazine costs 6 1 0 0 6 1 7 1

Clergy costs 485 0 0 485 597 Service expenses 604 0 317 922 559

3 c Maintenance

45,498 0 317 45,815 74,005

Church 21,606 0 187,851 209,458 8,043 Equipment depreciation 0 0 0 0 2,295 Utilities

4,538 0 0 4,538 3,413 Insurance 2,690 0 0 2,690 2,177 3 d *Support*

Upkeep of churchyard 3,537 0 1,166 4,704 1,460 Parish Room maintenance 542 0 0 542

165 **32,914 0 189,018 221,931 17,553**

Employment costs 9,057 0 0 9,057 8,604 Bank charges 251 0 0 251 1 8

Subscriptions and licences 917 0 0 917 780 Other expenses 6 9 0 0 6 9 3 0

Office running costs 1,217 0 0 1,217 708 Office equipment 126 0 0 126 0

3 e Costs of generating funds

11,637 0 0 11,637 10,140

Fundraising costs 0 0 459 459 **886 TOTAL EXPENDITURE 94,675 0 189,794 284,469**
107,035

**Parochial Church Council of St John the Divine, Menston with
Woodhead Notes to the Financial statements for the year ended
31st December 2022**

Expenditure cont'd

Total Funds

2022 2021

4 Staff Costs

PAYE 8 7 2 4

Administrator's salary 8,970 8,580 Organists fees 348 9 6

Pension contributions 0 0

9,405 8,700

During the year the PCC employed a part-time organist and an administrator, neither of whom earned more than £50,000 pa. No payments were made to trustees.

5 FIXED ASSETS FOR USE BY THE PCC

Total Funds
2022 2021

COST

Audiovisual equipment purchased 2017 9,180 9,180 9,180 9,180

DEPRECIATION

at 31st December 2021 9,180 6,885 Charge for the year (25% purchase price) 0 2,295 at 31st December 2021 9,180 9,180

NET BOOK VALUE

at 31st December 2022 0 0

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Annual Report for 2022

**Parochial Church Council of St John the Divine, Menston with
Woodhead Notes to the Financial statements for the year
ended 31st December 2022**

6 DEBTORS Unrestricted Restricted 2022 2021

Income Tax recoverable 3,724 108 3,831 8,538 Prepayments 576 0
576 330 **4,300 108 4,407 8,868**

Choir 0 6 9 6 9 6 8

7 SHORT TERM DEPOSITS Unrestricted Restricted 2022 2021

held in CBF Church of England Funds

Churchyard 304 823 1,128 1,113 Donations 0 173 173 171 Fabric
0 491 491 19,905 General Purposes 6,046 0 6,046 18,914 **6,350**
1,557 7,907 40,171

8 CASH AT BANK AND IN HAND Unrestricted Restricted 2022 2021

HSBC Main Account 11,335 3,209 14,544 126,527 Office Cashbook 1
1 0 1 1 1 1
HSBC Magazine Account(closed) 0 0 0 0 Catering Cashbook 0 0 0 0

11,345 3,209 14,555 126,537

9 LIABILITIES Unrestricted Agencies 2022 2021 amounts falling due within one year

Funds held for Housebound Party 0 467 467 467 Inn Churches
 Christmas collections 0 484 484 177 Accruals 836 0 836 715 Other
 creditors 0 0 0 0 **836 951 1,787 979**

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Annual Report for 2022

**Parochial Church Council of St John the Divine, Menston
 with Woodhead Notes to the Financial statements for year
 ended 31st December 2022**

10a FUND MOVEMENT SUMMARY

	Incoming Outgoing	Transfers	Gains/ Total Funds
	Resources	Resources	Losses 2022 2021
Churchyard Fund	1 5	1,166 0 0	7 1,159
Fabric Fund	40,972 188,310 0 0	4,018 151,356	Choir Fund 1 0 0 4 3
Altar Flower Fund	238 317 0 0	888 967	Donations Fund 2 0 0 0 173 171
Mission Fund	0 0 0 0 -1 -1	Churchyard Planting Fund 0 0 0 0 6 6	General Fund 94,106 94,675 0 0 19,987 20,556 135,334 284,469 0 0 25,082
			174,218

Deposit acc. Interest 8 7 0 0 0 8 7

**10b Fabric Fund Incoming
 Outgoing**

Total Funds

Resources Resources Losses 2022 2021

Legacies 0 0 0 0 0 Church Roof appeal 39,718 0 0 0 39,718 Church
 roof upgrade 187,851 0 0 -187,851 Fundraising events 1,167 459 0

1 1 Contingent liabilities**40,972 188,310 0 0 4,018 151,356**

We have been advised by the Diocese of Leeds that payments toward the Diocesan Share are regarded as donations to the Diocese and there is no liability to pay any shortfall in the future. Any shortfall should not therefore be recorded as a contingent liability in the accounts.

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Annual Report for 2022

MENSTON PCC - General Fund - BUDGET 2023**Budget 2022 Actual 2022****INCOME**

60,000 Planned Giving - via bank 60,000 60,120 6,000 Planned Giving - via envelopes 6,000 5,481 15,000 Gift Aid Tax reclaimable 15,000 14,996 2,000 Cash Collections 2,000 2,191 3,000 Fees 2,000 3,288 0 Legacies 0 2,000 50 Office Income 100 12 1,500 Parish Room letting 1,000 1,365 30 Interest 20 132 2,000 Magazine 2,000 1,902 2,000 Irregular Income 1,000 2,572 0 Fund Raising 3,000 23 0 Special collections 0 25 **91,580 Total Income 92,120 94,106**

EXPENDITURE

86,598 Diocesan Share 79,950 44,000 500 Clergy Expenses 500 485 2,000 Church maintenance 1,500 21,606 600 Service expenses 500 604 4,500 Utilities 6,000 4,538 2,400 Church Insurance 2,200 2,690 100 Parish Magazine 100 61 300 Parish Room 300 542 300 Churchyard 300 3,537 300 Organists 200 348 0 Vergers 0 0 0 Fundraising expenses 500 0 400 Office - printing/stationery 300 461 450 - telecoms 300 438 9,200 - administrators salaries + SMP 8,800 9,057 150 - equipment replace/repair 150 126 900 - subs/licences/computer support 800 915 200 -office sundry expenses 100 318 300 Sundries 0 289 4,600 General Fund donations 4,500 4,627 0 Special collections 0 0 **113,798 Total Expenditure 107,000 94,675 -22,218**
Surplus(-Deficit) -14,880 -569

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Annual Report for 2022

Extracts from the Financial Statements 31/12/2022
Church Roof Replacement Project
Charitable Donations

2022 2021 Funded by Exp

Mission Giving Grants 16,500 USPG 1534 Congregation 100,760
 BEACON 1534 Community 10,015 Church Action on Poverty 1534
 Fundraising events 17,253 **4,602 4,452** Gift Aid claimed 19,777

Fabric fund reserve 34,443

% of unrestricted income 5.00% 5.00% General fund 15,267 Pickles
 Roofing 191,377

Architect Fees 19,968

Finial & lightning conductor 2,670

Special collections Totals at 31/12/22 214,015 214,015

Bradford Food Bank 306
 Children's Society 2 5 **Final totals 219,903 219,903**
 DEC Afghanistan Appeal 293 Retentions due Oct 2023 5,888 DEC Ukraine
 Appeal 512 General fund 5,888

Parish Room Inc Exp Net

Lettings 1,365

Utilities 2022 2021 Utilities 1,339 kWh kWh Cleaning 240

Use Gas 33,984 43,313 Maintenance 148 Electricity 4,951 4,014 **1,365 1,727**

-362 Change in gas usage -22%

Change in electric usage 23% **Magazine Inc Exp Net** Change in gas costs 33%

Sales 1,061 Change in electricity costs 23% Adverts 841 Production/distrib costs
 379

1,902 379 1,523

FINANCIAL REVIEW

January 2023

FINANCIAL PERFORMANCE 2022 (GENERAL FUND)

The financial year has been

rather dominated by finally
 being able to proceed with
 replacement of the church roof.
 While an extraordinary sum of
 £149,710 was raised through

grants and donations and drawing on £34,400 from the fabric fund reserve, a shortfall of £20,000 in order to proceed with the work was identified. The PCC agreed to fund this from the General Fund at the cost of reducing our payment of Diocesan Share. The project has been completed at a cost of £214,015 with an additional retention fee of £5,888 due in Oct 2023. The generosity of donors and the time and effort of those involved in managing the project is much appreciated.

Levels of giving, income from use of the Parish Room and service fees all increased slightly but income from all fundraising events was allocated to the Roof Fund, resulting in only a small overall increase in general fund income. One legacy of £2,000 was received.

additional £3,923 in restricted funds). This policy will be reviewed in twelve months.

BUDGET 2023

The budget assumes full

Expenditure on utilities and support costs increased, the cost of the roof was subsidised by £20,000 from the General Funds, and Mission Giving of 5% of general income was maintained. Due to the subsidy to the Roof Fund and the proceeds of all fundraising events being allocated to the Roof Fund we managed to pay only £44,000 of the £79,950 requested Diocesan Share.

RESERVES POLICY

It is the policy of this church to keep 3 months general running costs (£24,000) in the general fund to cover unforeseen emergencies. By defaulting on payment of the Diocesan Share we have maintained a general reserve of £21,160 (with an

23

payment of the increased Diocesan Share (£86,598) and includes the final payment to the roofing contractors due in October 2023. It also assumes that the PCC remains committed to Mission Giving. It does not include any estimate

of fundraising events income, as I am not aware of anything planned as yet.

Annual Report for 2022

I do not anticipate any significant changes to other income/expenditure, so I therefore believe that there is likely to be a deficit of £22,000. This level of deficit is not sustainable as the reserve is

already below required level.

The PCC will have to give serious consideration to means of increasing income and/or to default on our commitments to paying the Diocesan Share and/or 5% Mission Giving.

C M Alexander (Treasurer)

CHURCHWARDENS' REPORT

Our second full year as wardens has continued to be interesting and fulfilling, but not without some challenges! We have continued to emerge from Covid restrictions and to look to re-establish various aspects of church life.

There have also been some major achievements, not least

a magnificent new roof and finial. For a while in 2022 we did not think that the roof would be completed. Rocketing costs relating to building materials meant several adjustments to the overall budget. However, due to the fantastic generosity of the church and local community we got there!

It has been a great achievement for us all and something that will ensure the church building lasts for coming generations.

We also ... finally (again by donation) replaced the lanterns at the church entrance. We think you will agree they look spectacular!

Church maintenance is, however, never done as we have learnt. So, just as the lanterns had gone back up, looking splendid, the lantern over the church doorway was found to need repairing!

There is also an ongoing programme of maintenance jobs and we will be holding a couple of 'come and repair' events over the summer to try and sort some of these jobs. Part of rebuilding the church community and 'reaching out' to the local community is being visible in Menston. We have had a number of well attended events in 2022. The open air Jubilee service was a great success followed by a lovely

Annual Report for 2022

lunch (thank you to those who organised).

We had several hundred people attend the Carol service and

Nativity and it was great to see the church so full for these events.

We want to continue to have these kinds of events and we thank everyone who has been involved in them. We would also want to thank all those who help clean, maintain and fix things within the church, and also keep the church grounds looking so lovely, especially in spring.

We have also been very fortunate to recruit two new deputy wardens, Judith and Dominic whose help (along with existing deputy Roger) has been invaluable.

Finally, we thank Steve, Andrew and Wendy for guidance and support over 2022 and to you all for your support of us as wardens.

*Hilary Feathers
& David Mercer*

SOUTH CRAVEN AND WHARFEDALE DEANERY SYNOD REPORT

Deanery Synod Representatives

House of Clergy: Revd Steve Proudlove
House of Laity: Marilyn Banister & Sally Smith (2 vacancies)
(The Deanery Synod representatives need re-electing in 2023)

As many of you know, our Deanery runs from Menston up the Wharfe Valley as far as Addingham and then over to Silsden, and includes Kildwick, Cononley and Bradley, plus Sutton, Cowling and Lothersdale. We met three times in 2022, with the February meeting on Zoom. Reverend Liz Morton led the Zoom meeting, giving a presentation on Growing Young People as Christians, especially since the pandemic. She suggested that we look at how we are engaging with young people, how to nurture and disciple them, and to encourage them to be leaders. We finished by working on what our first step would be to take that work forward.

In June, we met in person at Cononley to think about how to get people back into church after Covid. There were plenty of different approaches being tried and it was useful to hear what

was working and what was not! Reverend Mike Green was installed as the new Vicar for Kildwick, Cononley and Bradley, in July after Reverend Julie Bacon moved to Sheffield.

‘How we are raising the question of reaching net zero in our churches and how far we have got,’ was the topic in October when we met here in Menston. There was a lot of sharing of experiences, although not all churches were represented. We did learn that Lothersdale does not have mains gas or water! Some churches have or are working on becoming Eco churches under the A Rocha award scheme, and some are working with climate action groups to share expertise. As the cost-of-living crisis was becoming more prominent in the news, some churches were opening as Warm Spaces.

The Bradford Episcopal Area Forum (BEAF) took place in May, when we considered how we

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share our stories. In November we learned more about Bradford 2025 City of Culture and thought about how our churches can be

involved. We also heard more about the area's response to the cost of living crisis by the provision of Warm Spaces.

As you will be aware, each Parish is asked to contribute from its funds to Diocesan Share. Covid has had a big impact, but the Diocese received slightly more in share in '22 than '21 - although the Bradford area did less well.

Looking ahead, Burley in Wharfedale is in the process of finding a new vicar and Sutton,
Annual Report for 2022

Cowling and Lothersdale will have a vacancy from June 2023 when the Assistant Area Dean, Reverend Helen Collings moves to the Lay

Training role for the Diocese.

Reverend Mike Coe from All Saint's, Ilkley continues as Area Dean. We anticipate continuing a mixed economy of online and face to face meetings.

Deanery elections take place at the APCM in 2023 - Menston has four places for laity. Currently Sally Smith and I represent Menston. Do please consider whether you would like to get involved. I enjoy hearing about how other congregations are responding to the needs in their particular place. Do ask me if you would like to know more.

Marilyn Banister

	Request ed share for 2022 (£)	Paid (£)	Percentage paid in 2022	Percenta ge paid in 2021
Diocese of Leeds	15,443,486	12,116,862	78%	76%
Bradford Episcopal area	2,761,132	2,175,750	79%	81%
SC & W Deanery	813,055	629,463	77%	81%
Churches that paid in full in SC and W Deanery	Addingham	Burley in Wharfedale	Cowling	Lothersdale

Accounts

**Parish Church of St John the Divine
Menston with Woodhead**

**Annual Report of the
Parochial Church Council
for the year ended 31 December 2020
presented at the APCM on
Sunday 18 April 2021**

incorporating the
Financial Statements
of the
Parochial Church Council



Bank:
HSBC Bank
33 Park Road
Leeds
LS1 1LD

Independent Examiner:
K P Bonney
Chartered Accountant
35 Moorland Crescent
The Homestead
Menston LS29 6PB

VICAR'S REPORT

Only seven months have passed since the last Covid-delayed-APCM and all of those seven months have been lived within one form of lockdown or another. It has been a hard year or so for all of us: individually, in families, as a church and as a community.

When restrictions are finally lifted, we will emerge into a changed situation and it will become painfully obvious who is now missing: those who were taken from us within the pandemic time. We will have to take time to mourn again even as we gain our freedom.

We will also have to take time to forgive. In our community, as well as within our church family, there have been moments of frustration and disagreement brought on by the relentless pressures of Covid. None of us are immune to the pressures, and so we will need to forgive each other, repair relationships, and start again. Of course, this also includes longer running grudges

and opinions. Just as we are finally given a clean bill of health, let's make sure that a clean slate is included, free from gripes, bitterness and any other form of relationship travail.

Thankfulness will be the third thing we must take time to do properly as we are freed from lockdown. Those of us who emerge blinking in the sunlight of freedom owe a debt of gratitude to those who have cared for us, and to God, the creator and author of all things, which includes vaccines and ventilators. Whilst perhaps the rest of the world rushes off to enjoy its freedom, we must live that moment of gratitude or risk shrinking our capacity to be grateful, or worse, beginning to see things as our right to be cared for rather than our privilege.

We will seek to do all these things at St John's and perhaps as a wider community as lockdown ends.

As vicar, I'm not going to lie and tell you that the pandemic time has been easy – it hasn't. We are so fortunate to have such fantastic wardens, treasurer and secretary who have shouldered so much of the burden, and an amazing parish administrator without whom we would have really struggled during the pandemic. The Standing Committee and PCC have been a source of encouragement and joy, whilst also grappling with the serious and difficult issues that we have faced. Unlike many churches, we have stayed open for a reduced set of in-person services when legally able, and that is down to a huge collective effort from everyone in following distancing protocols, and in particular those wardens, assistant wardens, organists, and so on, who have worked hard in their particular roles to ensure the safety of others. We are all grateful to them.

Please let me indulge in a personal thank you to Andrew, our Associate Priest, for his unswerving support, tireless work at St John's, brotherly

concern and care for me and others, and for his fatherly wisdom. We are most fortunate as a church community, and as a village, to have him.

As I said in my last report, St John's is a generous family – with time, energy, care and finances. Even during lockdown there are many areas of church life – pastoral care, buildings and churchyard, etc. – to which huge energy has been given. Without naming them all here, we have many to whom we give our thanks.

Financially, St John's has weathered the storm of Covid better than so many other churches or charities, and this is all down to your continuing, generous and regular giving. In a year where fundraising was almost impossible, (with notable exceptions involving chutneys and masks!) the generosity of the body of Christ in Menston has given us financial stability where others have struggled. This, coupled with the ongoing roof appeal, is testament to a generous community of faith

who give back to God as God has given first to us.

I'm not going to say that we can rest on our laurels – we can't – St John's still faces significant financial issues because of the buildings (including, but not limited to, the roof) and also the general increases in costs that mean that giving becomes less able to cover them. We must therefore pray for God to provide, even as we also annually review our own financial giving to the church and to other charitable causes as part of our Christian duty.

Over the past year, many of our activities have continued online. We thank God for technology! Whilst it is not the same, it has meant that we were able to continue in some way much of what would otherwise be stopped. The Core has had occasional events, including a bake-along, Zest and small groups have continued, and 11am services have become accessible through the phone system. Even weddings and funerals have been live-streamed because of limited

numbers at services. Technology is here to stay and the future will look very much like a mixture of technology and in-person.

Some things though have had to wait, like our Kirklands services, for example. It will be a tough set of decisions for the new PCC to work out what restarts, what stops and what is left undone at the end of restrictions. Please pray for them.

Please also pray for the roof appeal. This has never been a simple task, and fundraising is only one part of the puzzle which some at church have been living with for quite a while now. Please pray for successful grant applications, dealings with architects, contractors, church and secular permission-giving bodies, and so on.

Most of all, please pray for the continuing generosity of those who even now many be minded to contribute financially to the project. The scope of the project may eventually be decided to an extent by the finances available, but the aspiration is to deal with

the roof so that the next generation doesn't have to.

To do this we must be able to pay for a project which will accomplish all that needs to be done. If your aspiration is also to support faith in generations to come, then this is an important moment and well worth some extra giving which may in fact be last year's failed holiday budget, or the money saved from not going anywhere in 2020 for dinner, or the decision to replace the car in a year or two instead of now.

This year is the 150th anniversary of St John's. We hope to be able to enjoy celebrations throughout the year. For the first time in our 150-year history, however, the pandemic has given us a chance to stand back and take stock of what our purpose is as a church in Menston and how that ultimately affects what we do after restrictions are removed. The PCC has been discussing this for a little while, but I'd like you all to think about it too. For me, a church exists for worship, for mission and for building each

other up in faith (discipleship, fellowship, encouragement, and so on). This is our chance to reimagine what all that looks like in our particular situation in Menston village. Please pray for us, and please pray about it yourselves and feed into the ongoing discussion through PCC members.

Finally, let me thank you all for your encouragement, patience, forgiveness and prayers over a difficult period. It is a privilege to be part of the family of God at St John's and to serve as vicar to the village of Menston. Please keep praying for each other and for me over this next year.

In all things, thanks be to God!

Steve

ADMINISTRATIVE INFORMATION

St John The Divine, Menston with Woodhead, is situated in Burley Lane, Menston. It is part of the Diocese of Leeds within the Church of England.

MEMBERSHIP AND ATTENDANCE OF THE PCC

January 2020 to December 2020

Members of the PCC are either ex-officio or elected by the Annual Parochial Church Council Meeting (APCM) in accordance with the Church Representation Rules.

In 2020 the APCM was delayed by six months until Sunday 27 September due to the Covid-19 pandemic. This meant that the terms of office of both Churchwardens (R Banister and J Gadd), Treasurer (C Alexander) and PCC members (G Druett and K Roberts) were extended until the delayed APCM.

During the year the following served as members of the PCC. Meetings attended out of a possible 8 (*6 via Zoom*) are in brackets; # indicates members of the Standing Committee.

Ex-officio Members of PCC

Incumbent #	Revd S Proudlove (2:6) Chairman
	Revd A Howorth (2:5)

Reader	Mr E Day	(0)
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Churchwarden #	Mrs H Feathers	(2:6) (from September 2020)
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Churchwarden #	Mr D Mercer	(4) (from September 2020)
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Representatives on Deanery Synod [and PCC] until May 2024

Mrs M Banister	(2:6)
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Elected Members of PCC

(* indicates that PCC member is serving a second term of office and is not eligible for re-election for one year following completion of their second term).

Secretary #	Mrs H Feathers	(2:6)	(until September 2020)
	Mrs S Lee	(2:6)	(until APCM 2021)
	Ms J Marston *	(2:6)	(until APCM 2021)
	Mrs J Moulton	(2:0)	(until APCM 2021)
	1 Vacancy		(Sept 2020- APCM 2021)
Treasurer #	Mrs C Meakin	(2:6)	(until APCM 2022)
	Miss S Smith #	(2:6)	(until APCM 2022)
	Mr P Wilbraham	(2:6)	(until APCM 2022)
	1 Vacancy		(until APCM 2022)
	Dr C Alexander	(2:6)	(until APCM 2023)
	Mr G Druett *	(2:6)	(until APCM 2023)
	Mrs H Needle	(2:5)	(until APCM 2023)
	1 Vacancy		(until APCM 2023)
	Mrs J Dixon	(0)	(Menston Methodist Church)

The PCC operates with a Standing Committee, which also functions as the Finance Committee.

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings, if this is deemed appropriate, subject to any direction given by the Council.

ANNUAL REVIEW FOR THE YEAR ENDED 31 DECEMBER 2020

Structure, Governance and Management

The Parochial Church Council (PCC) is a corporate body established by the Church of England. The PCC operates under the Parochial Church Council Powers Measure. The method of appointment of PCC members is set out in the Church Representation Rules. All church attendees are encouraged to register on the Electoral Roll and stand for election to the PCC.

Objectives and Activities

St John the Divine, Menston with Woodhead PCC has the responsibility of co-operating with the incumbent in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelical, social and ecumenical. It also has maintenance responsibilities for the fabric of the church, the Parish Room and the churchyard.

Achievements and Performance

2020 - Effects of Covid-19

The impact of the response to the global Covid-19 pandemic 2020 has been immense on the whole country, in particular the lockdown and associated restrictions on gatherings meant this was an incredibly difficult year for all churches. Maintaining our church community and ministry is an incredible testament to the prayerful commitment

and deep faith of our clergy and wardens. The government imposed lockdown measures, including, for a time, closure of all churches, an ongoing ban on public singing and strict social distancing has required a unique and prayerful response. Maintaining contact with the congregation and establishing a safe space to reopen church for private prayer and worship has been the overriding priority throughout the year. Careful risk assessed plans were devised by the clergy, wardens and PCC to reopen the church and offer worship within the required guidelines. This includes a restriction of 30 people in church at one time, a thorough cleaning regime after services, register of attendance etc. The Audio Visual system has proved invaluable in allowing congregational overspill to the Parish Room to participate in the services via audio and in church, given we are currently prohibited from using books etc.

1. Worship

Despite the Covid lockdown restrictions imposed at the end of March 2020 we have been able to respond to these challenges by developing a presence online, offering Sunday services, Lenten and Advent Reflections, Bible stories, prayer resources on the website, Facebook and via telephone dial up. Since the initial easement of lockdown in June we have maintained both a

Wednesday open church for private prayer and a weekly Sunday service of worship at 11am using Common Worship (CW). An optional Covid compliant Eucharist followed this service.

The contemporary all-age act of worship, Zest, has largely been maintained through online resources, with a commitment to review the approach when schools return fully as lockdown eases. 'The CORE', our children's club aimed at 7-11 year olds, with meetings on the third Sunday of the month from 3-4.15pm, has been maintained online.

St John's 'Open the Book' team have been impacted by the Covid lockdown. Their work will recommence as lockdown eases and visits to schools can once again take place in Menston Primary School during term time. Close links were maintained with Menston Methodist Church - with reciprocal seats on the PCC and Methodist Church Committee. National Statutory fees for weddings and funerals for 2020 increased only slightly.

Key themes for this year have included our roof replacement fundraising appeal, which commenced formally in January 2020. We have had a number of letter campaigns to the congregation and more recently to businesses in the village and the wider community. A hugely generous response has resulted

in a total fund running at just over £50k (including gift aid).

Dr C Alexander, Mrs M Banister, Mr R Banister, Mrs M Day, Mrs A Hill, Mr J Gadd, Mrs J Hawkyard, Mr S Hill, Mrs K Roberts and Mrs J Simpson are approved to assist with the administration of elements of Holy Communion until 2022.

Lay Eucharist Ministers are Mrs M Day, Mrs A Hill and Mrs K Roberts, although they were unable to offer Home Communion for the majority of 2020.

Music has always been an essential element of our worship. Congregational singing has been prohibited in churches since lockdown commenced, with no end date in sight. Where Covid restrictions allowed, organists Mrs M Harvey and Mrs E Leopold continued to share duties. The choir was not able to participate in our services in this period as a result of the Covid restrictions the Church was subject to. The PCC is immensely grateful for the work of the organists and forbearance of the choir during this difficult time.

2 PCC Overview

As a result of the Covid-19 pandemic, the APCM was postponed until September 2020. Following the Covid lockdown on 20 March 2020, PCC and Standing Committee meetings were undertaken via video Zoom meetings. One PCC member was unable to attend PCC when they were held via Zoom, but

continued to receive all agendas, associated papers and minutes issued to PCC.

The PCC met on 8 occasions during the year with an average level of attendance of 83.06%. Of these, two meetings were held face to face and six were conducted via Zoom. A record of individual attendance is shown on pages 5 and 6. Colin Alexander, Geoff Druett and Hannah Needle were elected to serve a three-year term. Vacancies for both 2 and 1 year remained unfilled. The Standing Committee met on 8 occasions to plan agendas for PCC meetings, act on referred matters and discuss urgent issues.

The PCC discussed a wide variety of issues during the year. Agenda time was given to discussing finance and fundraising to sustain our church, maintenance of its buildings, payment of our Diocesan Share and how to fulfil our commitment to give generously to charity in this country and abroad. PCC determined that 2021 fundraising will continue to be directed to the Church Roof appeal.

The concern within the Diocese that the safeguarding of children and vulnerable adults should be a continuing preoccupation has been given the highest priority. The subject is on the agenda of every PCC meeting, in which context a report from the safeguarding officer is received.

Catherine Meakin took on the role of Safeguarding Officer and PCC are grateful for her hard work in this capacity.

The generosity of time and work undertaken by everyone to both maintain and grow St John's, making it a welcoming and varied church, is greatly appreciated and formally acknowledged.

St John's church and its environs were maintained in good condition and a variety of work was carried out during the year by volunteers, including regular ground maintenance, grass cutting, leaf clearing and maintenance of the flower borders.

Our administrator, Amy Elliott continues to provide excellent ongoing support, taking on a range of additional tasks that ensure the vicar is appropriately supported and the office is run efficiently. This has included the creation of Zoom worship meetings as well as coordinating an online and telephone-based resource for our congregation during lockdown.

Julie Marston
PCC secretary

CHURCHWARDENS' REPORT

We took over as Churchwardens in September 2020 following the delayed APCM due to the Covid-19 pandemic. The use of the phrase 'unprecedented times' has been greatly used recently but coming into service as churchwardens in the middle of them really did feel like a 'leap in the dark' owing to the unusual circumstances.

This has meant that there have been a number of changes to services during and since this time, which we have done our best to support. This has required a rigorous Risk Assessment process, which has been updated several times, in order for our church to remain open following the first lockdown closure in March 2020. We have supported Steve to try to create a supportive and welcoming church environment despite the restrictions.

We are pleased to say that work on the 'Fabric' of the church, which had been driven forward by our predecessors Jonathan and Roger, has continued to gather momentum, although the necessary funds have been slower to arrive as fundraising has had to be curtailed. Work with the architect on the specification for roof repairs, fundraising, applications for grants and necessary church processes have all continued and we

hope to see the fruits of this labour later in 2021.

We have also continued other works, such as the repair of the gatepost lanterns, which is currently being undertaken, and completed improvements to the path lighting as well as several other maintenance projects to try and keep our building looking attractive and cared for.

As new churchwardens, we have been supported and guided by our predecessors as well as by a whole range of other helpers who have supported and kept church life going (and indeed thriving!) in these 'unprecedented times' (there's that phrase again!).

Finally, the guidance and advice of Steve and Andrew, our clergy team, has been a great support as we have 'learnt the ropes'. We hope as 2021 progresses that we can see a return to more of our usual church activities and hopefully add some new aspects as well. We are sure that will give us plenty to keep busy with but if you have any ideas to improve any part of the life of our church family then please do let us know.

David Mercer and Hilary Feathers

CRAVEN AND WHARFEDALE DEANERY SYNOD REPORT

Deanery Synod Representatives

House of Clergy: Revd Steve Proudlove

House of Laity: Marilyn Banister

During 2020 it became apparent that our geographical allegiance to a Deanery became somewhat irrelevant. One meeting back in February 2020 was held in Cowling Church but after that we met on Zoom. Attendance dropped from 24 to 20 but the Bishop was at the February meeting so that might have boosted the numbers.

The Bishop encouraged us to consider, "What is God Calling us to do here? How are we being the body of Christ? Deanery is the engine where we hold each other to account for what we are doing and can we do it better together?" It was a stimulating evening and we heard more about what Bishop Toby does - he is on the Christian/Muslim forum, the Stronger Communities Partnership and has been involved in developing the Living in Love and Faith materials for courses taking place from 2021 concerning the church, identity, sexuality and relationships.

In May 2020, 100 Deanery members and other parishioners from across the Bradford Episcopal

Area met for the BEA Forum (BEAF) on Zoom. We were asked how everyone was coping with the lockdown and to consider what we were missing, what had been lost, and what we were excited by. We heard about prayer at home; school activities; virtual choirs and online communities.

At the following BEAF in June, more was heard about churches struggling with loss of income from lettings/giving; feelings of confusion and loss. It was likened to Exodus and the time in the wilderness - we have left and can't go back but we have not arrived. But there is hope - new leaders are coming forward, new ways of being church are being imagined. What is God doing that we can join in with? Who can we bring along?

In July, South Craven and Wharfedale Deanery took the plunge and organised a Zoom meeting. We considered what was lost, what we wanted to retain, what we had gained and wanted to keep. It was good to hear what other parishes were doing and that

occurred at the subsequent meeting in August as the situation re opening etc. was ever changing.

During this time Addingham managed to recruit a half time clergy person, Reverend Mark Cannon, and at Kildwick, Cononley and Bradley, much work was going into bringing those parishes together.

In October, Father Philip Gray at St Margaret's Ilkley and Area Dean announced he would be leaving at Christmas with a sabbatical until March.

The BEAF in November focused on how to create moments of wonder/ encounter and surprise in how we tell the Christmas story without carol services and nativity plays. The Rhythm of Life resources were also introduced to the Deanery.

The Deanery elections that were due to take place at the APCM's in March/April could be postponed to 31 October so terms of office were extended to the end of 2020.

Otley Christian Resources Hub has had to furlough staff members and now only Mandy is employed. With schools closed, Open the Book has not been able to run and it is hoped

that 2021 will allow for a resumption of the really valuable activities that the hub underpins.

Parish Share

The Diocese requested £798,446 from the Deanery in 2020 and 80% of that was paid (£636,695). Last year, 88% was paid. Four parishes in the Deanery paid in full.

Across the whole Diocese, 74% of the share request was paid, down from 88% last year, leaving a shortfall on share of about £4m. Assistance from the national church has been received plus a large anonymous donation to the Diocese but a costs review is being undertaken.

Looking ahead

The Deanery has a new Area Dean: Reverend Mike Coe from Ilkley All Saints and an Assistant Area Dean, Reverend Helen Collings from Sutton, Cowling and Lothersdale. I have been re-elected as Lay Chair for a term that runs to June 2023. We still have spare places on Deanery Synod for Menston, so please do consider it if you would like to get involved.

Marilyn Banister

ELECTORAL ROLL

There are **104** names on the revised Electoral Roll.

The numbers can be broken down into the following groups :-

Females	78	Males	26
Residents	84	Non-residents	20
Individuals	64	Family units	26

If your name is not on the Roll, please ask for a form to complete and return to me.

Elizabeth Leopold

The average usual Sunday attendance during 2020 was 54*.

*(*This takes into account the closure of church and reduced services/attendee numbers due to Covid-19.)*

**Parish Church of St John the Divine
Menston with Woodhead**

**Annual Report of the
Parochial Church Council
for the year ended 31 December 2020
presented at the APCM on
Sunday 18 April 2021**

incorporating the
Financial Statements
of the
Parochial Church Council



Bank:
HSBC Bank
33 Park Road
Leeds
LS1 1LD

Independent Examiner:
K P Bonney
Chartered Accountant
35 Moorland Crescent
The Homestead
Menston LS29 6PB

Parochial Church Council of St John the Divine, Menston with Woodhead					
STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31st December 2020					
INCOMING RESOURCES		Unrestricted	Restricted	Total Funds	
		Funds	Funds	2020	2019
	Note				
Donations and legacies	2a	86,180	49,072	135,252	99,996
Income from charitable activities	2b	4,016	0	4,016	4,271
Other trading activities	2c	2,154	1,065	3,219	14,658
Income from investment	2d	80	90	170	301
Other incoming resources	2e	0	0	0	441
TOTAL INCOMING RESOURCES		92,430	50,227	142,657	119,666
RESOURCES EXPENDED					
Mission activities	3a	4,539	168	4,707	5,628
Ministry	3b	73,747	100	73,848	83,020
Maintenance	3c	9,736	3,246	12,982	9,696
Support	3d	8,980	0	8,980	10,086
Costs of generating funds	3e	64	253	317	5,501
TOTAL RESOURCES EXPENDED		97,066	3,767	100,833	113,931
NET INCOMING (- OUTGOING) RESOURCES before Transfer					
		-4,636	46,460	41,824	5,735
TRANSFERS BETWEEN FUNDS - in		9,000	0	9,000	0
- out		-9,000	0	-9,000	0
NET INCOMING / (OUTGOING) RESOURCES		-4,636	46,460	41,824	5,735
BALANCES BROUGHT FORWARD AT		33,509	35,369	68,878	63,142
1st January 2020					
BALANCES CARRIED FORWARD AT		28,873	81,829	110,702	68,877
31st December 2020					

Parochial Church Council of St John the Divine, Menston with Woodhead					
BALANCE SHEET AS AT 31st December 2020					
	Note	Unrestricted Funds	Restricted Funds	Total funds	
				2020	2019
FIXED ASSETS					
Tangible fixed assets	5	0	2,295	2,295	4,590
		0	2,295	2,295	4,590
CURRENT ASSETS					
Debtors	6	4,143	1,997	6,140	4,483
Investments	7	13,600	26,550	40,150	39,980
Cash at bank & in hand	8	11,642	51,454	63,095	21,548
		29,385	80,001	109,385	66,012
LIABILITIES FALLING DUE WITHIN ONE YEAR					
	9	512	467	979	1,724
NET CURRENT ASSETS		28,873	79,534	108,407	64,287
TOTAL NET ASSETS		28,873	81,829	110,702	68,877
FUNDS					
	10				
Restricted		0	81,829	81,829	35,369
Unrestricted		28,873	0	28,873	33,508
		28,873	81,829	110,702	68,877

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



Rev'd S Proudlove (Chairman)



Dr C Alexander (Treasurer)

The notes on the following pages form part of these financial statements

**Parochial Church Council of St John the Divine,
Menston with Woodhead**

ACCOUNTING POLICIES

The financial statements have been prepared in accordance with the Church Accounting Regulations 2006 together with applicable accounting standards and the SORP 2015.

The financial statements have been prepared under the historical cost convention.

The financial statements include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that owe their main affiliation to another body, nor those that are informal gatherings of church members.

FUNDS

Endowment funds are funds, the capital of which must be maintained; only income arising from investment of the endowment may be used as either restricted or unrestricted funds depending upon the purpose for which the endowment was established.

Restricted funds represent donations or grants received for a specific object or invited by the PCC for a specific object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on that fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

Unrestricted funds are general funds which can be used for PCC ordinary purposes. These may include monies designated by the PCC for a particular purpose.

INCOMING RESOURCES

Planned giving, collections and donations are recognized when received. Tax refunds are recognized when the incoming resource to

which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amounts due. Dividends are accounted for when receivable, and interest is accounted for as it accrues. All other income is recognized when it is receivable. All incoming resources are accounted for gross.

FIXED ASSETS

Consecrated and beneficed property is not included in the accounts in accordance with s.96(2)(a) of the Charities Act 1993.

Moveable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. There have been no acquisitions since 1 January 2000. All expenditure incurred in the year on consecrated or beneficed buildings, individual items under £1,500 or on the repair of moveable church furnishings acquired before 1 January 2000 is written off.

Equipment used within the church premises is depreciated on a straight line basis over 4 years. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

INVESTMENTS

Investments are valued at market value at 31 December.

CURRENT ASSETS

Amounts owing to the PCC at 31 December in respect of fees, rents, tax refunds or other income are shown as debtors. Short term deposits are funds held on deposit in The CBF Church of England Funds with CCLA Investment Management Ltd.

Parochial Church Council of St John the Divine, Menston with Woodhead					
Notes to the Financial statements for the year ending 31st December 2020					
INCOME					
		Unrestricted	Restricted	Total Funds	
		Funds	Funds	2020	2019
2a	<i>Donations and legacies</i>				
	Regular giving: via bank	59,774	0	59,774	64,921
	via envelopes	8,100	0	8,100	10,147
	Income Tax recoverable on reg giving	14,480	0	14,480	16,112
	Irregular giving	927	1,970	2,897	1,123
	Collections (open plate) at all services	1,559	40	1,599	4,316
	Special collections	0	168	168	728
	Grants	0	0	0	0
	Appeals	0	38,878	38,878	54
	Legacies	1,000	0	1,000	1,500
	Income Tax recoverable on irreg giving	341	8,017	8,358	1,093
		86,180	49,072	135,252	99,995
2b	<i>Income from charitable activities</i>				
	Service fees	2,986	0	2,986	3,022
	Magazine sales	1,030	0	1,030	1,250
	Sale of books/leaflets	0	0	0	0
	Educational events	0	0	0	0
		4,016	0	4,016	4,271
2c	<i>Other trading activities</i>				
	Parish Room lettings	602	0	602	2,497
	Magazine advertising	969	0	969	747
	Office income	21	0	21	126
	Fund raising events	562	1,065	1,627	11,288
	Income Tax recoverable	0	0	0	0
		2,154	1,065	3,219	14,658
2d	<i>Income from Investments</i>				
	Interest	80	90	170	301
		80	90	170	301
2e	<i>Other income</i>				
	Other Income	0	0	0	441
	SMP reimbursement	0	0	0	0
		0	0	0	441
TOTAL INCOME		92,430	50,227	142,657	119,666

Parochial Church Council of St John the Divine, Menston with Woodhead					
Notes to the Financial statements for the year ended 31st December 2020					
EXPENDITURE		Unrestricted	Restricted	Total Funds	
		Funds	Funds	2020	2019
3a	<i>Mission activities</i>				
	Overseas - missionary societies	3,177	0	3,177	2,838
	Overseas - relief and development agencies	908	0	908	1,298
	Home missions and other relief organisations	454	168	622	1,492
		4,539	168	4,707	5,628
3b	<i>Ministry</i>				
	Diocesan parish share	72,682	0	72,682	79,786
	Arrears of parish share paid off	0	0	0	1,040
	Clergy costs	641	0	641	442
	Service expenses	232	100	332	1,244
	Fees	96	0	96	396
	Magazine costs	96	0	96	112
		73,747	100	73,848	83,020
3c	<i>Maintenance</i>				
	Church	2,487	722	3,208	697
	Equipment depreciation	0	2,295	2,295	2,295
	Utilities	2,629	0	2,629	3,161
	Insurance	2,167	0	2,167	2,114
	Upkeep of churchyard	2,103	230	2,332	516
	Parish Room maintenance	350	0	350	914
		9,736	3,246	12,982	9,696
3d	<i>Support</i>				
	Employment costs	7,094		7,094	7,119
	Subscriptions and licences	905		905	1,278
	Office running costs	790		790	1,332
	Office equipment	190		190	0
	Bank charges	0		0	0
	Other expenses	0		0	356
		8,980	0	8,980	10,086
3e	<i>Costs of generating funds</i>				
	Fundraising costs	64	253	317	5,501
TOTAL EXPENDITURE		97,066	3,767	100,833	113,931

Parochial Church Council of St John the Divine, Menston with Woodhead **Notes to the Financial statements for the year ended 31st December 2020**

Expenditure cont'd

						Total Funds	
						2020	2019
4	<i>Staff Costs</i>						
	Administrator's salary					7,070	7,020
	Pension contributions					0	0
	PAYE					24	99
	Organists fees					96	396
						7,190	7,515

During the year the PCC employed a part-time organist and an administrator, neither of whom earned more than £50,000 pa.

No payments were made to trustees.

5 FIXED ASSETS FOR USE BY THE PCC

						Total Funds	
						2020	2019
	COST						
	Audiovisual equipment purchased 2017					9,180	
						9,180	
	DEPRECIATION						
	at 31st December 2019					4,590	2,295
	Charge for the year (25% purchase price)					2,295	2,295
	at 31st December 2020					6,885	4,590
	NET BOOK VALUE						
	at 31st December 2020					2,295	4,590

Parochial Church Council of St John the Divine, Menston with Woodhead
Notes to the Financial statements for the year ended 31st December 2020

6 DEBTORS	Unrestricted	Restricted	2020	2019
Income Tax recoverable	3,791	1,997	5,788	4,035
Menston Scouts	0	0	0	0
Prepayments	352	0	352	448
	4,143	1,997	6,140	4,483
7 SHORT TERM DEPOSITS	Unrestricted	Restricted	2020	2019
held in CBF Church of England Funds				
Choir	0	68	68	68
Churchyard	304	808	1,112	1,108
Donations		171	171	170
Fabric		19,894	19,894	19,810
General Purposes	13,295	5,609	18,904	18,824
	13,600	26,550	40,150	39,980
8 CASH AT BANK AND IN HAND	Unrestricted	Restricted	2020	2019
HSBC Main Account	9,814	50,717	60,531	19,990
HSBC Magazine Account	2,354		2,354	1,348
Catering Cashbook	-537	737	200	200
Office Cashbook	11		11	11
	11,642	51,454	63,095	21,548
9 LIABILITIES	Unrestricted	Restricted	2020	2019
amounts falling due within one year				
Funds held for Housebound Party		467	467	1,138
Accruals	512		512	586
Other creditors			0	0
	512	467	979	1,724

Parochial Church Council of St John the Divine, Menston with Woodhead							
Notes to the Financial statements for year ended 31st December 2020							
10a FUND MOVEMENT SUMMARY							
	Incoming	Outgoing	Transfers	Gains/	Total Funds		
	Resources	Resources		Losses	2020	2019	
Fabric Fund	47,941	3,913	1,000	0	79,471	34,443	
Choir Fund	0	0	0	0	3	3	
Churchyard Fund	2,442	230	0	0	2,122	-91	
Altar Flower Fund	315	234	0	0	1,015	934	
Donations Fund	1	0	0	0	171	170	
Special collections	168	168	0	0	0	0	
Mission Fund	0	0	0	0	-1	-1	
Churchyard Planting Fund	0	0	0	0	6	6	
General Fund	91,790	96,289	-1,000	0	27,913	33,412	
	142,657	100,833	0	0	110,701	68,877	
10b Fabric Fund							
	Incoming	Outgoing	Transfers	Gains/	Total Funds		
	Resources	Resources		Losses	2020	2019	
Deposit acc. Interest	84	0	0	0			
Legacies	0	0	0	0			
Church Roof appeal	47,857	253	0	0			
Building maintenance	0	1,365	0	0			
Transfers	0	0	1,000				
Audiovisual system depreciation	0	2,295	0	0			
	47,941	3,913	1,000	0	79,471	34,443	
11 Contingent liabilities							
			General fund		2020	2019	
Brought forward at 1st January					28,774	29,814	
Repayment of arrears in Diocesan share during 2020			0		0	1,040	
Carried forward at 31st December					28,774	28,774	
The diocese has stated it will not pursue payment but, should the parish find it has the resources, the diocese expects the parish to pay.							

MENSTON PCC - General Fund - BUDGET 2021

Budget 2021		Budget 2020	Actual 2020
	INCOME		
60,000	Planned Giving - via bank	60,000	59,774
9,000	Planned Giving - via envelopes	10,000	8,100
15,000	Gift Aid Tax reclaimable	16,000	14,821
3,000	Cash Collections	4,000	1,559
3,000	Fees	3,000	2,986
0	Legacies	0	1,000
100	Office Income	200	21
1,500	Parish Room letting	2,500	602
50	Interest	300	80
2,000	Magazine	2,000	1,999
1,500	Irregular Income	2,000	927
0	Fund Raising	0	562
0	Special collections	750	0
95,150	Total Income	100,750	92,431
	EXPENDITURE		
72,682	Diocesan Share	72,682	72,682
500	Clergy Expenses	500	641
2,500	Church maintenance	3,000	2,487
1,000	Service expenses	1,250	232
3,000	Utilities	3,200	2,629
2,200	Church Insurance	2,200	2,166
100	Parish Magazine	150	96
600	Parish Room	1,000	350
300	Churchyard	500	2,103
300	Organists	400	96
0	Vergers	0	0
1,000	Fundraising expenses	0	64
400	Office - printing/stationery	600	190
400	- telecoms	500	387
8,580	- administrators salaries + SMP	7,200	7,094
300	- equipment replace/repair	300	190
1,000	- subs/licences/computer support	1,300	905
200	-office sundry expenses	200	216
0	Sundries		
5,000	General Fund donations	5,000	4,085
0	Special collections	750	0
100,062	Total Expenditure	100,732	96,613
-4,912	Surplus(-Deficit)	18	-4,182

Modified by PCC 15/2/21 All fundraising to Roof Appeal(Fabric Fund)

Extracts from the Financial Statements 31/12/2020

Charitable Donations			Income generation/costs			
	2020	2019	fundraising 'activities' for Roof Appeal			
Mission Giving				Inc	Exp	Net
USPG	2,723		Bridge Drive	75		75
Christian Aid	454		Quiz Supper	990	253	737
Tiyanjane Clinic	908		Wedding Flowers	295	134	161
A Rocha	454		Kneelers & masks	1,300		1,300
Share arrears	0		Chutneys etc	338		338
	4,539	5,406	Everyclick	90		90
% of unrestricted income	5.00%	5.00%	Echoes of War sales	345		345
			Church card sales	32		32
			"in memory of" donations	1,022		1,022
Coffee Money (restricted funds)			others	395		395
Church Urban Fund	117		Total		387	4,495
No coffee April - Dec						
			Parish Room	Inc	Exp	Net
	117	532	Lettings	602		
			Utilities		436	
			Cleaning		293	
Special collections (restricted funds)			Maintenance		57	
Bradford Nightstop	277			602	786	-184
			Church Roof Appeal to 31/12/20			
	277	1,886	Donations from congregation	32,563		
			Donations from community	3,149		
Total	4,933	7,824	Fundraising activities		4,495	
			Gift Aid claimed		7,504	
Utilities	2020	2019		47,711		
	kWh	kWh				
Use Gas	34,075	53,401	Magazine	Inc	Exp	Net
Electricity	4,675	5,195	Sales	1,030		
Change in gas usage	-36%		Adverts	969		
Change in electric usage	-10%		Production/distrib costs		257	
Change in utilities costs	-17.0%			1,999	257	1,742

**Parochial Church Council of St John the Divine
Menston with Woodhead**

FINANCIAL REVIEW - January 2021

**Performance against 2020 budget
(General Fund)**

The church finances were adversely affected by the Covid pandemic, but the effect was mitigated by our solid core of regular monthly giving which was sustained despite the closure of the church for a large part of the year. Closure of the Parish Room did, however, result in a significant loss in letting income, and fundraising events were curtailed for 10 months. Overall, income was reduced by 16%. One legacy of £1,000 was received.

Expenditure was somewhat reduced due to decreased activity in church life, though maintaining the post of administrator and basic utilities despite 'lockdown' meant that general expenditure was only reduced by 5%. However, the PCC decided that, given the reduced income for the diocese and charities as a result of Covid, we should pay the diocesan share in full and maintain our mission giving at 5% of unrestricted income, despite this resulting in a deficit in the general fund of £4,636 to be funded from reserves.

Fabric Fund

There has been a huge response to the financial appeal to enable replacement of the church roof. The fabric fund has been boosted by £47,711 due to generous donations by both church members and the community, and diversion of all fundraising activities to the fabric fund, resulting in an end of year balance of £79,000. Applications for grants to cover the remainder of the anticipated cost are currently being put together, so the work will hopefully be started later this year.

Reserves Policy

It is the policy of this church to keep 3 months running costs (£27,500) in the general fund to cover unforeseen emergencies. Despite the deficit of £4,636 in 2020, the general fund reserve at 31/12/2020 is £27,900.

This policy will be reviewed in twelve months.

Budget 2021

Uncertainty surrounds the degree to which 'normal' activities will be possible this year. The budget figures assume limited activity similar to 2020, but if the regulations are relaxed allowing use of the Parish Room and social activities to resume, any income generated and fundraising should cover the additional expense incurred. I have, therefore, been able to present a balanced budget.

The Diocesan Share request for 2021 is to remain at £72,682.

Mission Giving will be set at 5% of unrestricted income as agreed by the PCC.

Special collections will continue to be held for other charities and will be passed on in full.

C M Alexander (Treasurer)

Addendum February 15 2021 -
The PCC decided that fundraising activities should be directed towards the Roof Appeal (Fabric Fund). This will result in a deficit in the budget for the general fund of £4,912 to be refunded from the reserve.

**Independent Examiner's Report to the trustees of Parish Church Council of
St John the Divine, Menston with Woodhead Charity no 1129823
on accounts for the year ended 31st December 2020**

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

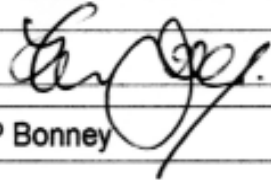
Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below *)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

** Please delete the words in the brackets if they do not apply.*

Signed:



Date:

26 02 21

Name:

K P Bonney

Relevant professional qualification(s) or body (if any):

Chartered Accountant

Address:

35 Moorland Crescent

The Homestead

Menston, Ilkley LS29 6PB