

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF GARFORTH

England & Wales · Charity number 1130765

Details

Other names	ST MARY'S PCC GARFORTH
Status	Registered
Legal form	Previously excepted
Registered	2009-07-27
Register	View on the Charity Commission register

Contact

Address	46 Grange Avenue Garforth Leeds LS25 1JJ
Phone	01132863088
Email	admin@stmarysgarforth.co.uk
Website	www.Stmarysgarforth.co.uk

Activities

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

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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.
- Leeds City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£150,685	£175,410	-	-
2023-12-31	£118,228	£125,808	-	-
2022-12-31	£105,039	£124,263	-	-
2021-12-31	£88,598	£87,822	-	-
2020-12-31	£136,495	£105,757	-	-

Trustees

Name	Role	Appointed
ALYSON MARJORIE HAMPSHIRE		
AVIS BALL		
Adrienne Doney		
Anne Elizabeth Payne		2017-04-23
Arnold Horner		2024-05-21
Fiona Elizabeth Margaret Jones		2014-05-04
GRAHAM STEVEN WILLIAMS		
Georgina Mary Instone		2024-05-21
Ian Guy Instone		2024-05-21
Maurice Geoffrey Norman		2017-04-23
NEIL THOMAS HAMPSHIRE		
PATRICIA ANN KILBANE B PHIL ED		
PATRICIA ANN WOOD		2012-10-04
Ruth Johnson		2024-05-21

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF GARFORTH

England & Wales - Charity number 1130765

Accounts

St Mary's Church Garforth

Registered Charity Number 1130765

Annual Report

and

Financial Statements

of the

Parochial Church Council

for the year ended 31st December 2024

Incumbent

Reverend J Brown
The Rectory
Church Lane
Garforth

Bank

Barclays Bank
Albion Street
Leeds

Investment Managers

CCLA Investment Management Ltd
The CBF Church of England Funds
80 Cheapside
London EC2V 6DZ

Independent Examiner

Mr David Norman

2024 Report and Accounts for the

Parochial Church Council of St Mary the Virgin, Garforth

Aim and Purposes

As a Church of England church, we have the aim: 'To promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. St. Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, The Reverend Jane Brown, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The PCC is also specifically responsible for the maintenance of the Church and Parish Centre of St Mary the Virgin, Garforth.

Objectives and Activities

Our Mission Statement is:

To know God, to love God and to share God, through Jesus Christ.

The PCC is committed to growing as a church, in numbers, spiritual depth and in service to our local community. We aim to encourage and enable as many people as possible to know the love of Christ, to worship at our church and to become part of our parish community at St. Mary's. The PCC maintains an overview of the life of the church, from worship to discipleship and service.

Our worship and life together seek to put faith into practice through prayer and scripture, music, and sacrament. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefits and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to come to faith, grow in faith and live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Outreach and service of the community, especially those in times of need.

To facilitate this work, it is important that we maintain the fabric of the Church and the Parish Centre.

Report: January – December 2024

Our Bible verse for 2024 which reminded us, in order to move forward we need to let go of the past

Forget the former things; do not dwell on the past.

See, I am doing a new thing! Now it springs up; do you not perceive it?'

Isaiah 43:18-19a

Our commitment to growth – in numbers, in spiritual depth and in service

In February 2019, the PCC agreed three clear priorities:

- Increase lay involvement in worship and discipleship.
- Increase variety in worship.
- Review provisions for children both within and beyond services

Lay involvement in worship and discipleship

Lay volunteers continue to lead intercessions in Church and helping in various ways with our worship. We continue to be blessed by those who lead us in our sung worship, with our Choir and our Music Group sharing our regular worship as well as occasional visits from a volunteer organist.

We continue to encourage our Church community to see worship as part of their everyday life. To assist them in this, we offer a wide range of worship resources for people (including families) to use at home, each season, in hard copy or electronically as required.

Variety in worship

Our offer of worship is now broad and diverse in medium, content and style. On Sundays, our services range from the traditional Holy Communion to the family-friendly Morning Praise and include a phone-in service for those who cannot get to Church. During each week, we have services in Church, those which are streamed and those led by phone or video call.

This variety means we have a wider mix of people engaging with us, in person and remotely.

Provisions for children both within and beyond services

In 2024, we have continued our existing children's work. Bubble Church began January 2024 and has a regular group of families attending. Funtots continued to have new families whilst some older children had to leave to start their nursery education. The Upper Room began this year is twice monthly for 8–14-year-olds who participate in bible discussion, videos, crafts and songs.

We started a Growing Leaders course which has six people attending and will finish next year.

We have continued working with our with local primary schools, offering assemblies, classes and interactive events for Easter and Christmas.

Working with other churches

Churches Together in Garforth remains an active group, with The Chair of the group is Toby White Dayspring. Regular activities, such as the monthly Faith Lunches, have continued as well as Lent group evening meetings followed by a short resume and lunch the following day and a combined Walk of Witness on Good Friday. Ministers continue to meet and pray together regularly.

Serving our Community through Baptisms, Weddings, and Funerals

During 2024, we welcomed fourteen babies and children for baptism. One couple was married at St Mary' and we held 48 funerals in Church.

Welcome and hospitality to the local community.

The essence of our approach to mission is welcome and hospitality. Our Church is open every day for individual prayer - 9am to 3pm Monday to Saturday and for services on Sunday. It is evident that many people come into Church to pray or in search of somewhere quiet to ease their grief and pain. Our Welcome Café (A Place of Welcome and a Warm Space) offers two sessions per week. We continued our Welcome Café during 2024 (a Place of Welcome and a Warm Space) offering two sessions per week. It provides a valuable safe space for people to come and meet, with skills and local information being shared across those who attend. The Monday afternoon session is quieter with fewer people whilst the Wednesday morning session is busier and noisier as it follows Funtots, and parents/carers stay on for the Welcome Café.

Supporting the most vulnerable, isolated, and needy.

We continue to see and minister to people in need from within and beyond our Church community. Many of the most complex needs we deal with come from those outside our Church. We continue to actively encourage and collect donations for our local Food Bank, and to fund raise for other groups.

Our Church family extends to those who are unable to attend Church, due to vulnerability to illness or frailty. We continue to support them through our Pastoral Care Home Visiting Team providing telephone support, provision of resources for use at home and home visits. Our Care Home ministry has grown during 2024.

Parish Centre Refurbishment

During the refurbishment work the Parish Centre was closed for all lettings and activities. We had an open day in November to celebrate the completion of the work. We now have a Main Hall, a large flexible space which is Hall 1 & 2 combined. Hall 1 is the largest section of the main hall; Hall 2 is the smaller section of the main hall. The Upper Room is a smaller multi-purpose room.

Celebrating the Seasons and National Events

Church life is organised around seasons, and we continue to mark the key Christian festivals of Easter and

Christmas (online, in person and by phone) in ways that seek not only to enable our regular worshipping community to celebrate but to encourage others to engage in the true meaning of these seasons.

Our Team

No Church can run without the dedication, time, and energy of many lay people. The team at St Mary's includes those who have been actively supporting the Church for decades and others who have joined us more recently. Indeed, in our outreach activities, we have been very pleased to welcome volunteers from other local churches and the wider community.

We are fortunate to have a Parochial Church Council and two Churchwardens with such extensive skills, knowledge, and commitment. Similarly, we are blessed by all who lead us in worship – our Licensed Lay Ministers– and our Choir and Music Group.

The list of volunteers involved in keeping Church going is huge! Thank you to all concerned.

Conclusion

With the cost-of-living crisis, soaring inflation, shortages of goods and industrial action, we ended 2024 still concerned about the future, yet trusting in the goodness and provision of our God. As we face these issues, personally and as a Church, we are called to reach out to others in a spirit of service and generosity.

Secretary Report 2024

Secretary's report to the Annual Meeting

The PCC met on 6 occasions during 2024, the January and July meetings were held via Zoom, with the March, June, September, and November meetings being held in person. The fabric & maintenance and finance task groups continued to meet in between, and reports were submitted to the PCC for consideration and approval. Reports from the pastoral team, safeguarding, fundraising, health and safety and Deanery and Diocesan Synod were also provided for consideration, and policies were reviewed, amended and approved where required.

In January Council members considered a mission action plan, which had been drawn up following the PCC away day in October 2023, and were also briefed on the recent Archdeacons Visitation, which is essentially when the Archdeacon visits the Parish and inspects various paperwork and logs and meets with various people.

At the July, September and November meetings Council members started work on some training entitled 'PCC Tonight' which aims to provide PCC members with a better idea of what the PCC is. Council members have currently undertaken 3 sessions, entitled 'Why does the Church exist', 'Why does the PCC exist' and 'Growing in our relationship with God'.

In addition, at the September meeting Council members further considered Living in Love and Faith and also looked at becoming an Inclusive Church, seeking membership of the Inclusive Church Network.

Graham Williams
PCC Secretary

PCC Membership

PCC membership for 2024

Incumbent: Rev J Brown Chairman
Readers: Miss A Doney - Treasurer

Representatives on the Deanery Synod:
Mr N Hampshire
Mr C Mundy (until July 2024)
Mr G Williams - Secretary/Electoral Roll Officer

Church Wardens:
Miss A Ball
Mrs A Hampshire

Elected Members:

Mrs A Payne

Mrs F Jones

Mrs G Instone (from May 2024)

Mrs P Kilbane

Mrs P Wood - Stewardship Secretary

Miss R Johnson (from May 2024)

Mr A Horner (from May 2024)

Mr I Instone (from May 2024)

Mr M Norman

Mrs P Keenoy (Co-opted until April 2024)

Financial Review 2024

In 2024 we completed the Parish Centre refurbishment. A few minor snagging items were still to do. To complete phase two and three we had to suspend all activities in the Parish Centre. We are holding retention funds which will be paid in 2025 subject to all snagging being completed. As a result, letting, tea and coffee income was lost over that period. We had to maximize our cashflow to pay the builders invoices and not pay as much as we had hoped for Parish Share.

Total receipts for unrestricted funds were £98,547, of which £53,980 was unrestricted voluntary donations and a further £13,806 was from Gift Aid.

In 2024 we began a new utility contract, having had our previous contract for four years our costs rose substantially. The electricity for the year rose by £1,515 and gas by £6,739.

We paid £50,000 of our parish share which largely provides stipends and housing for the clergy in our diocese, a disappointing, shortfall of £20,222. The sum that the churches in the deanery have to find is shared between the churches according to a formula that is based on a head count of the congregations and the affluence factor of the parish.

The net result for the year was a deficit of receipts over payments of £581 for unrestricted funds. Adding bank and other deposits balances brought forward at the beginning of the year the balances carried forward at 31 December on unrestricted funds total £34,879 (excluding the Parish Centre)

Fabric Fund closing balance of £6244 an increase of £2124 compared to 2023. Mission Fund closing balance of £627 an increase of £167 compared to 2023. Organ fund closing balance of £1570 a decrease of £781 compared to 2023. We need to look at ways to provide funds for the upkeep of the organ. I anticipate that funds will last until 2026.

We need to look at ways to increase our income so we can meet all our commitments.

Reserves policy Unrestricted funds

It is the PCC policy to hold in reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise.

Fabric fund

It is also our policy to hold an amount of £5,000 for any fabric-related emergency and to aid remedial building works listed in the quinquennial inspection.

This reserve policy level will be reviewed annually. It is our policy to invest excess fund balances with the CCLA Church of England.

On behalf of the PCC

Reverend Jane Brown (Chair) D a t e

INDEPENDENT EXAMINER'S REPORT

TO THE PCC OF ST MARY'S, GARFORTH

This Report on the Accounts for the year ended 31 December 2024, which are set out on the attached pages, is in respect of an examination carried out in accordance with the requirements of the Church Accounting Regulations 2006 and Section 145 of the Charities Act 2011.

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011 and to be found in the Church guidance, 2011 edition, issued by the Finance Division of the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with Section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the 2011 Act, as also contained in the Church Accounting Regulations 2006
- 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.



Mr D. M. Norman, Accountant
3 Meadow Road, Garforth
LS25 2EN

07 April 2025

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31st December 2024

INCOMING RESOURCES	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023
Donations and legacies	2(a)	79838	46678	4892	131408	95853
Income from Charitable activities	2(b)	6765			6765	8349
Other trading activities	2(c)	10036		367	10403	11321
Investments	2(d)	1908	52	149	2109	2705
Insurance claims Other income	2(e)					
TOTAL INCOMING RESOURCES		98547	46730	5408	150685	118228
RESOURCES USED						
Expenditure on Charitable Activities	3(a)	90819	70500	6945	168264	117748
Other Expenditure	3(b)	6566			6566	6616
Raising Funds	3(c)	581			581	1444
TOTAL RESOURCES USED		97966	70500	6945	175411	125808
NET INCOME/(expenditure)resources before transfers		581	(23770)	(1537)	(24725)	(7580)
Transfers						
Gross transfers between funds - in			500	3309	3809	22680
Gross transfers between funds - out		(3809)			(3809)	(22680)
Gains & losses						(445)
NET MOVEMENT IN FUNDS		(3228)	(23270)	1772	(24725)	(8025)
RECONCILIATION OF FUNDS						
TOTAL FUNDS bought forward		113482	29322	6931	149735	157760
TOTAL FUNDS carried forward		110255	6052	8703	125010	149735

There may be minor discrepancies in the totals if pence are not being shown

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
For the year ended 31st December 2024

	NOTE	2024 £	2023 £
FIXED ASSETS			
Tangible fixed assets	1	75376	80761
Total fixed assets		<u>75376</u>	<u>80761</u>
CURRENT ASSETS			
Investment Assets	2	6142	6023
Debtors & prepayments	3	3490	2553
Cash at bank and in hand		46051	64401
Total current assets		<u>49541</u>	<u>66954</u>
LIABILITIES:			
Creditors: Amounts falling due in one year	4	-6049	-4003
NET current assets less current liabilities		<u>43492</u>	<u>62951</u>
TOTAL assets less current liabilities		<u>118867</u>	<u>143712</u>
Represented by			
Unrestricted - General Funds		110255	113482
Fixed Assets			
Designated - Legacy		6052	29322
Restricted - Agency		260	
Restricted - Fabric Fund		6244	4120
Restricted - Mission		627	460
Restricted - Organ		1570	2351
		<u>125009</u>	<u>149735</u>

PAROCHIAL CHURCH COUNCIL OF ST MARY'S GARFORTH
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2024

1. ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2011 and in accordance with Church Accounting Regulations 2006 governing the individual accounting standards and the Statement of Recommended Practice, Accounting Reporting by Charities (SORP 2005)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Unrestricted funds are funds which are spent on the PCC's general purposes.

Restricted funds are designated by the donor for a particular purpose. The restricted are H & WP Organ fund, Fabric fund and Mission.

Recognition of incoming resources

These are included in the Statement of Financial Activities (SOFA) when:

1. The PCC becomes legally entitled to the benefit of use of resources.
2. The ultimate receipt is virtually certain and
3. The monetary value can be measured with sufficient reliability.

Fund-raising costs

Funds raised from events and sales of books are reported gross in the SOFA, that is before any related costs that may have been deducted from the gross proceeds.

Grants and Donations

Grants and donations are included in the SOFA when any preconditions prevent their use by the PCC have been met. For collections and planned giving it is when the funds are received.

Gift Aid tax claims, etc. on cash donations.

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Gifts in kind

1. Gifts in kind are accounted for at a reasonable estimate of their value at the time of the gift to the PCC, if feasible, or else at the amount which is actually realised from their disposal.
2. Gifts in kind for sale to fund the PCC are included in the accounts at their estimated market value at the date of the gift, if feasible or else recognised when they are sold.
3. Gifts in kind for the PCC's own use are included in the SOFA as incoming resources when receivable and expended as and when they are consumed in use. Gifts of fixed assets, if material, are included in the balance sheet and expensed over the asset's useful economic life.

Donated services and facilities

These are included in incoming resources (and at the same time in resources expended) at the estimated value to the PCC of the service or facility received.

Volunteer help.

The value of any volunteer help received is not included in the accounts but it is described in the trustees' annual report.

Rental income

Rental income from the letting of the church and parish centre is recognised when the rental is due.

Investment Income

This is included in the accounts when receivable.

Investment gains and losses.

This included any gain or loss resulting from the revaluation of investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as the legal or constructive obligation arises.

Governance costs

Include the cost of the preparation and examination of statutory accounts, the costs of trustee meetings and costs of any legal advice to the trustees on governance or constitutional matters.

Grant payable without performance conditions

These are recognised in the accounts when a commitment has been made externally and there are no pre-conditions still to be met for the entitlement to the grant which remains in the control of the PCC.

ASSETS**Consecrated land and buildings and movable church furnishings**

Consecrated and beneficed property is excluded from the accounts by section 10(2) (a) and (c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Parish Centre

All costs of building the Parish Centre have been capitalised, depreciation will be on a straight-line basis over 40 years commencing in the first full year after completion of the building.

Other fixtures, fittings, and office equipment

Equipment used within the church and parish centre is depreciated on a straight-line basis over 4 years, individual items of equipment with a purchase price of less than £1000 is written off when the asset is acquired.

Investments

Investments are valued at market value as at 31st December.

Current Assets

Amounts owing to the PCC as at 31st December in respect of fees or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short-term deposits

Include cash held on deposit with the CBF Church of England Funds or at the bank.

Reserves Policy It is the PCC policy to hold reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise.

It is also our policy to hold an amount of £5,000 for any fabric-related emergency and to aid remedial building works listed in the quinquennial inspection.

This reserve policy level will be reviewed annually.

FUNDS**Unrestricted Funds**

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

Restricted Funds

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

It is our policy to invest all surplus funds in the CCLA Deposit fund.

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2024

INCOMING RESOURCES

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	TOTAL 2023 £
Donations & Legacies	2(a)					
Other planned giving		53979		1150	55129	48316
Loose plate collection		4761		551	5312	5879
Donations Appeals		6291	7	2071	8369	3793
Parish Centre Refurb 2023			5304		5304	4010
Tax recoverable on gift aid		13806	624	112	14542	12887
Legacy						268
Grants		1000	40742	1008	42750	20700
TOTAL		79838	46677	4892	131406	95853
Charitable Activities	2(b)					
Fees from crematorium						
Fee for weddings & funerals		6765			6765	8348
TOTAL		6765	0	0	6765	8348
Other Trading	2(c)					
Produce sales		62			62	110
Light the spire		310			310	457
Tea & coffee other		1882		107	1989	2411
Other funds generated		345		260	605	
Parish Centre Lettings		7436			7436	8343
TOTAL		10035	0	367	10402	11321
Insurance claim						
Other Income						
Investments	2(d)					
Dividends		1			1	960
Bank & Building society interest		1907	53	149	2109	1745
		1908	53	149	2110	2705
TOTAL INCOME		98547	46730	5408	150685	118228

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
For the year ended 31st December 2024

RESOURCES USED

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2024 £	FUNDS 2023 £
Charitable Activities	3(a)					
Missionary and Charitable giving						
Overseas:				883	883	800
Home				400	400	1875
Ministry: Parish Share		50000			50000	60000
clergy expenses		1476			1476	1245
curate expenses						440
other clergy costs		634			634	
Education & Study Groups		73			73	
Parish training & mission						1666
Insurance		4690			4690	4598
Telephone & broadband		3215			3215	3445
Photocopier		2314			2314	1422
Church misc		609		53	662	157
Parish Centre Refurb 2023			69823		69823	26975
Church maintenance		(314)		4690	4376	2580
Organ Maintenance				919	919	311
Cleaning		3964	345		4309	300
Salaries		7980			7980	
Upkeep of services		514			514	1518
Administration		546			546	549
Visiting Organist					0	65
Electric		3023			3023	1508
Gas		10187			10187	3448
Water		396			396	366
Printing & Stationary		216			216	169
IT equipment		451	331		782	2417
IT software		494			494	1542
Bookstall costs		100			100	100
CTIG					0	0
Parish Centre Refurb					0	0
Governance		250			250	250
TOTAL		90818	70499	6945	168263	117748
Other Expenditure	3(b)					
Flowers		530			530	558
Depreciation		5385			5385	5385
Bank charges		651			651	672
TOTAL		6566		0	6566	6615
Raising Funds	3(c)					
Costs of fetes & other events		442			442	1308
Costs of Stewardship		139			139	136
TOTAL		581		0	581	1444
TOTAL RESOURCES USED		97966	70499	6945	175410	125808

PAROCHIAL CHURCH COUNCIL OF ST MARY'S GARFORTH
NOTES TO THE FINANCIAL STATEMENTS

FIXED ASSETS FOR USE BY THE PCC		Buildings	Furniture & Fittings	Total 2024	
1	<i>Tangible Fixed Assets</i>				
	GROSS BOOK VALUE				
	At 1st January 2024	215386	17078	232464	
	Additions	0	0	0	
	At 31st December 2024	<u>215386</u>	<u>17078</u>	<u>232464</u>	
	DEPRECIATION				
	At 1st January 2024	134625	17078	151703	
	Additions	5385	0	5385	
	At 31st December 2024	<u>140010</u>	<u>17078</u>	<u>157088</u>	
	NET BOOK VALUE				
	At 1st January 2024	80761	0	80761	
	At 31st December 2024	75376	0	75376	
2	<i>Investments</i>				
	Organ Fund 8% Treasurt Stock - historical cost £72.97p			105	
	Kilburn Trust 229 shares in the CBF - historical cost £211.46p			5294	
	House sale 1450 shares in the CBF - historical cost £433.30p			742	
				<u>6141</u>	
3	DEBTORS	Unrestricted	Restricted	Designated	TOTAL
	Income Tax Recoverable	2114			2114
	Prepayments and accrued income	1376			1376
	Other Debtors				
		<u>3490</u>	<u>0</u>	<u>0</u>	<u>3490</u>
4	LIABILITIES :AMOUNTS FALLING DUE WITHIN ONE YEAR	Unrestricted	Restricted	Designated	TOTAL
	Accruals and deferred income	6049			6049
	Creditors for goods and services				
	Other creditors Agency Fees				
		<u>6049</u>	<u>0</u>	<u>0</u>	<u>6049</u>
5	PARISH SHARE				
	Historic Opening Balance	148639			
	Share unpaid this year	<u>2022</u>			
	Closing Balance	<u>168861</u>			

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF GARFORTH

England & Wales - Charity number 1130765

Accounts

St Mary's Church Garforth

Registered Charity Number 1130765

Annual Report

and

Financial Statements

of the

Parochial Church Council

for the year ended 31st December 2023

Incumbent

Reverend J Brown
The Rectory
Church Lane
Garforth

Bank

Barclays Bank
Albion Street
Leeds

Investment Managers

CCLA Investment Management Ltd
The CBF Church of England Funds
80 Cheapside
London EC2V 6DZ

Independent Examiner

Mr David Norman

2023 Report and Accounts for the

Parochial Church Council of St Mary the Virgin, Garforth

Aim and Purposes

As a Church of England church, we have the aim: 'To promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. St. Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, The Reverend Jane Brown, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The PCC is also specifically responsible for the maintenance of the Church and Parish Centre of St Mary the Virgin, Garforth.

Objectives and Activities

Our Mission Statement is:

To know God, to love God and to share God, through Jesus Christ.

The PCC is committed to growing as a church, in numbers, spiritual depth and in service to our local community. We aim to encourage and enable as many people as possible to know the love of Christ, to worship at our church and to become part of our parish community at St. Mary's. The PCC maintains an overview of the life of the church, from worship to discipleship and service.

Our worship and life together seek to put faith into practice through prayer and scripture, music, and sacrament. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefits and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to come to faith, grow in faith and live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Outreach and service of the community, especially those in times of need.

To facilitate this work, it is important that we maintain the fabric of the Church and the Parish Centre.

Report: January – December 2023

Our Bible verse for 2023 which reminded us, as individuals and as a community, that we live and grow not through our own power but God's.

*For mortals it is impossible, but for God all things are possible.
(Matthew 19:26)*

Our commitment to growth – in numbers, in spiritual depth and in service

In February 2019, the PCC agreed three clear priorities:

- Increase lay involvement in worship and discipleship.
- Increase variety in worship.
- Review provisions for children both within and beyond services

The PCC met together for a day in October to discuss the way forward for our church for the next few years. A mission plan was drawn up and it was decided to continue to review the plan on an annual basis.

Lay involvement in worship and discipleship

Lay volunteers continue to lead intercessions in Church and helping in various ways with our worship. We continue to be blessed by those who lead us in our sung worship, with our Choir and our Music Group sharing our regular worship as well as occasional visits from a volunteer organist.

We continue to encourage our Church community to see worship as part of their everyday life. To assist them in this, we offer a wide range of worship resources for people (including families) to use at home, each season, in hard copy or electronically as required. We have a home group meeting once a week and plan to start others as and when.

Variety in worship

Our offer of worship is now broad and diverse in medium, content and style. On Sundays, our services range from the traditional Holy Communion to the family-friendly Morning Praise and include a phone-in service for those who cannot get to Church. During each week, we have services in Church, those which are streamed and those led by phone or video call. This variety means we have a wider mix of people engaging with us, in person and remotely.

Provisions for children both within and beyond services

In 2023, we have continued to our existing children's work and preparations have begun to start a Bubble Church beginning January 2024. Funtots continued to have new families whilst some older children had to leave to start their nursery education. Funday Sundays had to cease in September due to reduced numbers of leaders and lack of children attending but we are planning what we can offer our young people.

Rev Jonathan and Diane Brennan led a Youth Christianity Explored course: a seven-week course exploring Mark's Gospel, with videos, games, activities, a talk, food, and fun. Five young people attended and thoroughly enjoyed it and wanted something similar to continue. Unfortunately, it took a while to get trained volunteers and we have not been able to set up a new group but are still looking into this.

We have continued working with our with local primary schools, offering assemblies, classes and interactive events for Easter and Christmas.

Working with other churches

Churches Together in Garforth remains an active group, with The Chair of the group remaining with the Garforth Methodist Minister. Regular activities, such as the monthly Faith Lunches have continued. and Lent group evening meetings followed by a short resume and lunch the following day and a combined Walk of Witness on Good Friday. Seeds a Churches Together initiative, offering a monthly session for children to engage with God through movement and dance ended in December 2023 through lack of children.

Ministers continue to meet and pray together regularly.

Serving our Community through Baptisms, Weddings, and Funerals

During 2023, we welcomed nine babies and children for baptism. Three couples were married at St Mary's, and we held fifty funerals in Church.

Welcome and hospitality to the local community.

The essence of our approach to mission is welcome and hospitality. Our Church is open every day for individual prayer - 9am to 3pm Monday to Saturday and for services on Sunday. It is evident that many people come into Church to pray or in search of somewhere quiet to ease their grief and pain.

We continued our Welcome Café during 2023 (a Place of Welcome and a Warm Space) offering two sessions per week. It provides a valuable safe space for people to come and meet together, with skills and local information being shared across those who attend. The Monday afternoon session is quieter with fewer people whilst the Wednesday morning session is busier and noisier as it follows Funtots, and parents/carers stay on for the Welcome Café.

Supporting the most vulnerable, isolated, and needy

We continue to see and minister to people in need from within and beyond our Church community. Many of the most complex needs we deal with come from those outside the Church. We continue to actively encourage and collect donations for our local Food Bank and for refugees within the area, and to fundraise for other groups.

Our Church family extends to those who are unable to attend Church, due to vulnerability to illness or frailty. We continue to support them through our Pastoral Care Team, telephone support volunteers and provision of resources for use at home. We offer communion to those in Care Homes.

Celebrating the Seasons and National Events

Church life is organised around seasons, and we continue to mark the key Christian festivals of Easter and Christmas (online, in person and by phone) in ways that seek not only to enable our regular worshipping community to celebrate but to encourage others to engage in the true meaning of these seasons.

In May, we were pleased to celebrate the coronation of King Charles III and prayed for him and Queen Camilla the 28 days before

We held a Generosity Month for the whole of October concentrating on different areas, God's abundance, and our response; what is enough; trust and the scarcity mindset; monetary giving (including a call to review or join in regular giving) each Sunday.

The response to this was 4 new people paying by standing order and 12 people increasing their monthly giving, 2 people cancelled or reduced their standing orders giving an overall increase of £370 per month.

Our Team

No Church can run without the dedication, time, and energy of many lay people. The team at St Mary's includes those who have been actively supporting the Church for decades and others who have joined us more recently. Indeed, in our outreach activities, we have been very pleased to welcome volunteers for other local churches and the wider community.

We are fortunate to have a Parochial Church Council and two Churchwardens with such extensive skills, knowledge, and commitment. Similarly, we are blessed by all who lead us in worship – our Licensed Lay Ministers and our Curate – and our Choir and Music Group.

The list of volunteers involved in keeping Church going is huge! Thank you to all concerned.

Conclusion

With the cost-of-living crisis, soaring inflation, shortages of goods and industrial action, we ended 2023 still concerned about the future, yet trusting in the goodness and provision of our God. As we face these issues, personally and as a Church, we are called to reach out to others in a spirit of service and generosity.

Secretary Report 2023

The PCC continued to meet bi-monthly during 2023, holding 6 meetings in total, January (via Zoom), March, June, July, September, and November, with the various task groups meeting in-between. Reports on finance, fabric & maintenance, pastoral, safeguarding, Deanery and Diocese Synod continued to be provided for consideration and enactment where necessary, and policies were reviewed and approved where required.

In addition, decisions were made on 2 separate occasions by the Standing Committee.

At the March meeting council members considered and were given the opportunity to express their views in relation to a motion from General Synod regarding same sex blessings and were also provided with an update in relation to funding applications towards the Parish Centre redevelopment.

The June meeting primarily dealt with the appointment of persons to the task groups and various other specific roles together with agreement to the PCC Code of Conduct and approved the commencement of works on the Parish Centre.

In July, Council members discussed the concept of 'A Rule of Life', this being a set of principles for how we would live out our faith in our daily lives, and whether this was something that we should think about at St Mary's.

Council members also attended an 'Away Day' in October where they further discussed the principals of 'A Rule of Life' further and also considered what progress had been made against the priorities that the PCC had set in 2019, and looked at our mission priorities for the future, to enable a mission action plan to be drawn up.

Graham Williams
PCC Secretary

PCC membership for 2023

Incumbent: Rev J Brown Chairman
Curate: Revd J Brennan (until August 2023)
Readers: Miss A Doney - Treasurer/

Representatives on the Deanery Synod
Mr N Hampshire
Mr C Mundy
Mr G Williams - Secretary/Electoral Roll Officer

Church Wardens:
Miss A Ball
Mrs A Hampshire

Elected Members:
Mrs A Payne
Mrs F Jones
Mrs J Harrison (until April 2023)
Mrs M Pratt (until April 2023)
Mrs P Kilbane
Mrs P Wood - Stewardship Secretary
Mr M Norman

Mrs P Keenoy (Co-opted May 2023)

Financial Review 2023

Total receipts for unrestricted funds were £89,236 of which £54,707 was unrestricted voluntary donations and a further £12,877 was from Gift Aid. Planned giving through envelopes and standing orders decreased by 4.5%. However total income was up by 1.7% due to an increase in general donations and wedding/funeral fees.

We paid £60,000 of our parish share which largely provides stipends and housing for the clergy in our diocese, a disappointing shortfall of £18,688. The sum that the churches in the deanery have to find is shared between the churches according to a formula that is based on a head count of the congregations and the affluence factor of the parish.

The net result for the year was a deficit of receipts over payments of £2,452 for unrestricted funds. Adding bank and other deposits balances brought forward at the beginning of the year the balances carried forward at 31 December on unrestricted funds total £32,721.

We were able to start the Parish Centre refurbishment with stage one now completed, having received grants totaling £20,000 and using money received in a legacy. We continued to transfer £120 per month from the general fund into our mission fund and also the same amount into the fabric fund. The increase in the upkeep of services was mainly due to the setting up of Bubble Church.

Reserves policy Unrestricted funds

It is the PCC policy to hold in reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise.

Fabric fund

It is also our policy to hold an amount of £5,000 for any fabric related emergency and to aid remedial building works listed in the quinquennial inspection.

This reserve policy level will be reviewed annually. It is our policy to invest excess fund balances with the CCLA Church of England.

On behalf of the PCC

Reverend Jane Brown (Chair) D a t e

INDEPENDENT EXAMINER'S REPORT

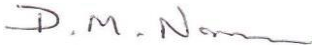
TO THE PCC OF ST MARY'S, GARFORTH

This Report on the Accounts for the year ended 31 December 2022, which are set out on the attached pages, is in respect of an examination carried out in accordance with the requirements of the Church Accounting Regulations 2006 and Section 145 of the Charities Act 2011.

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011 and to be found in the Church guidance, 2011 edition, issued by the Finance Division of the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements.
 - to keep accounting records in accordance with Section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the 2011 Act, as also contained in the Church Accounting Regulations 2006have 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.



Mr D. M. Norman, Accountant
3 Meadow Road, Garforth
LS25 2EN

11th April 2024

St Mary's Garforth
Statement of Financial Activities
For the period from 01 January 2023 to 31 December 2023

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:					
Donations and legacies	92,572.76	3,280.68	-	95,853.44	85,956.26
Income from charitable activities	8,348.55	-	-	8,348.55	6,943.30
Other trading activities	11,321.10	-	-	11,321.10	11,324.91
Investments	2,604.23	101.22	-	2,705.45	814.99
Other income	-	-	-	-	-
Total income	114,846.64	3,381.90	-	118,228.54	105,039.46
Expenditure on:					
Raising funds	1,444.14	-	-	1,444.14	737.31
Expenditure on charitable activities	110,982.02	6,766.31	-	117,748.33	117,255.87
Other expenditure	6,615.98	-	-	6,615.98	6,269.93
Total expenditure	119,042.14	6,766.31	-	125,808.45	124,263.11
Net income / (expenditure) resources before transfer	-4,195.50	-3,384.41	-	-7,579.91	-19,223.65
Transfers:					
Gross transfers between funds – in	20,000.00	2,860.00	-	22,860.00	12,493.06
Gross transfers between funds – out	-22,760.00	-100	-	-22,860.00	-12,493.06
Other recognised gains / losses					
Gains/losses on investment assets	-444.95	-	-	-444.95	-631.28
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-
Net movement in funds	-7,400.45	-624.41	-	-8,024.86	-19,854.93
Reconciliation of funds					
Total funds brought forward	150,204.56	7,555.22	-	157,759.78	177,614.71
Total funds carried forward	142,804.11	6,930.81	-	149,734.92	157,759.78

PAROCHIAL CHURCH COUNCIL OF ST MARY'S GARFORTH

For the year ended 31st December 2023

	As at 31/12/2023	As at 31/12/2022
Fixed assets		
Tangible Assets	80,761.00	86,146.00
	80,761.00	86,146.00
Current assets		
Debtors	2,553.17	2,407.52
Investments	6,023.58	5,555.58
Cash At Bank And In Hand	64,400.61	65,424.75
	72,977.36	73,387.85
Liabilities		
Creditors: Amounts Falling Due In One Year	4,003.44	1,774.07
	4,003.44	1,774.07
Net current assets less current liabilities	68,973.92	71,613.78
Total assets less current liabilities	149,734.92	157,759.78
Liabilities	-	-
Total net assets less liabilities	149,734.92	157,759.78
Represented by		
Unrestricted		
Unrestricted - General Funds	113,482.53	119,139.80
Designated		
Designated - Parish Centre Refurb 2023	29,321.58	31,064.76
Restricted		
Restricted - Fabric Fund	4,119.82	2,460.32
Restricted - Gift Day Fund	-	1,611.99
Restricted - Mission Fund	459.89	900.87
Restricted - Organ Fund	2,351.10	2,582.04
Fund Totals	149,734.92	157,759.78

PAROCHIAL CHURCH COUNCIL OF ST MARY'S GARFORTH
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2023

1. ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2011 and in accordance with Church Accounting Regulations 2006 governing the individual accounting standards and the Statement of Recommended Practice, Accounting Reporting by Charities (SORP 2005)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Unrestricted funds are funds which are spent on the PCC's general purposes.

Restricted funds are designated by the donor for a particular purpose. The restricted are H & WP Organ fund, Fabric fund and Mission.

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SOFA) when:

1. The PCC becomes legally entitled to the benefit of use of the resources.
2. The ultimate receipt is virtually certain and
3. The monetary value can be measured with sufficient reliability.

Fund-raising costs

Funds raised from events and sales of books are reported gross in the SOFA, that is before any related costs that may have been deducted from the gross proceeds.

Grants and Donations

Grants and donations are included in the SOFA when any preconditions prevent their use by the PCC have been met. For collections and planned giving it is when the funds are received.

Gift Aid tax claims, etc. on cash donations.

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Gifts in kind

1. Gifts in kind are accounted for at a reasonable estimate of their value at the time of the gift to the PCC, if feasible, or else at the amount which is actually realised from their disposal.
2. Gifts in kind for sale to fund the PCC are included in the accounts at their estimated market value at the date of the gift, if feasible or else recognised when they are sold.
3. Gifts in kind for the PCC's own use are included in the SOFA as incoming resources when receivable and expended as and when they are consumed in use. Gifts of fixed assets, if material, are included in the balance sheet and expended over the asset's useful economic life.

Donated services and facilities

These are included in incoming resources (and at the same time in resources expended) at the estimated value to the PCC of the service or facility received.

Volunteer help.

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

Rental income

Rental income from the letting of the church and parish centre is recognised when the rental is due.

Investment Income

This is included in the accounts when receivable.

Investment gains and losses.

This included any gain or loss resulting from the revaluing of investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as the legal or constructive obligation arises.

Governance costs

Include the cost of the preparation and examination of statutory accounts, the costs of trustee meetings and costs of any legal advice to the trustees on governance or constitutional matters.

Grant payable without performance conditions

These are recognised in the accounts when a commitment has been made externally and there are no pre-conditions still to be met for the entitlement to the grant which remains in the control of the PCC.

ASSETS**Consecrated land and buildings and movable church furnishings**

Consecrated and beneficed property is excluded from the accounts by section 10(2) (a) and (c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Parish Centre

All costs of building the Parish Centre have been capitalised, depreciation will be on a straight-line basis over 40 years commencing in the first full year after completion of the building.

Other fixtures, fittings, and office equipment

Equipment used within the church and parish centre is depreciated on a straight-line basis over 4 years, individual items of equipment with a purchase price of less than £1000 is written off when the asset is acquired.

Investments

Investments are valued at market value at 31st December.

Current Assets

Amounts owing to the PCC at 31st December in respect of fees or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits

Include cash held on deposit with the CBF Church of England Funds or at the bank.

Reserves Policy It is the PCC policy to hold reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise. It is also our policy to hold an amount of £5,000 for any fabric related emergency and to aid remedial building works listed in the quinquennial inspection. This reserve policy level will be reviewed annually.

FUNDS**Unrestricted Funds**

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

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts. It is our policy to invest all surplus funds in the CCLA Deposit fund.

INCOMING RESOURCES

	General	Designated	Restricted	2023	2022
Income and endowments from:					
Donations and legacies					
Other planned giving	47,179	-	1,137	48,316	50,537
Loose plate collections	5,257	-	622	5,879	6,296
Donations appeals etc	2,271	-	1,522	3,793	10,522
Parish Centre refurb 2023	-	4,010	-	4,010	-
Tax recoverable on Gift Aid	12,887	-	-	12,887	13,884
Legacies	-	268	-	268	-
Non-recurring one-off grants	700	20,000	-	20,700	4,717
Donations and legacies Totals	68,295	24,278	3,281	95,853	85,956
Income from charitable activities					
Fees for weddings and funerals	8,349	-	-	8,349	6,943
Income from charitable activities Totals	8,349	-	-	8,349	6,943
Other trading activities					
Other funds generated	-	-	-	-	781
Produce Sales	111	-	-	111	212
Light the Spire	456	-	-	456	420
Tea & Coffee other	2,411	-	-	2,411	2,164
Parish Centre lettings	8,343	-	-	8,343	7,748
Other trading activities Totals	11,321	-	-	11,321	11,325
Investments					
Dividends	961	-	-	961	-
Bank and building society interest	311	1,332	101	1,745	815
Investments Totals	1,272	1,332	101	2,705	815
Income and endowments Grand totals	89,236	25,610	3,382	118,229	105,039

**PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
NOTES TO THE FINANCIAL STATEMENTS**

FIXED ASSETS FOR USE BY THE PCC	Buildings	Furniture & Fittings	Total 2023	
1 Tangible fixed Assets				
GROSS BOOK VALUE				
At 1 January 2023	215386	17078	232464	
Additions	0	0	0	
At 31st December 2023	215386	17078	232464	
DEPRECIATION				
At 1 January 2023	(129240)	(17078)	(146318)	
Additions	(5385)	0	(5385)	
At 31st December 2023	(134625)	(17078)	(151703)	
NET BOOK VALUE				
At 1 January 2023	86146	0	86146	
At 31st December 2023	80761	0	80761	
2 Investments				
Organ Fund 8% Treasury Stock - historical cost- £72.97p			105	
Kilburn Trust 229 shares in the CBF's Investment fund - historical cost £211.46p			5177	
House Sale 1450 shares in the CBF's Investment fund - historical cost £433.30p			742	
			6024	
3 DEBTORS	Unrestricted	Restricted	Designated	TOTAL
Income Tax Recoverable	954			954
Prepayments and accrued income	1599			1599
Other Debtors				
	2553	0	0	2553
4 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR				
	Unrestricted	Restricted	Designated	TOTAL
Accruals and deferred income	2470			2470
Creditors for goods and services				
Other Creditors Agency fees				
	2470	0	0	2470
5 Parish Share				
Historic Opening Balance	129951			
Share unpaid this year	18688			
Paid this year				
Write off By Diocese				
Closing Balance	148639			

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF GARFORTH

England & Wales - Charity number 1130765

Accounts

St Mary's Church Garforth

Registered Charity Number 1130765

Annual Report

and

Financial Statements

of the

Parochial Church Council

for the year ended 31st December 2022

Incumbent

Reverend J Brown
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Church Lane
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Barclays Bank
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Investment Managers

CCLA Investment Management Ltd
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80 Cheapside
London EC2V 6DZ

Independent Examiner

Mr David Norman

2022 Report and Accounts for the

Parochial Church Council of St Mary the Virgin, Garforth

Aim and Purposes

As a Church of England church, we have the aim: 'To promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. St. Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, The Reverend Jane Brown, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social, and ecumenical. The PCC is also specifically responsible for the maintenance of the Church and Parish Centre of St Mary the Virgin, Garforth.

Objectives and Activities

Our Mission Statement is:

To know God, to love God and to share God, through Jesus Christ.

The PCC is committed to growing as a church, in numbers, spiritual depth and in service to our local community. We aim to encourage and enable as many people as possible to know the love of Christ, to worship at our church and to become part of our parish community at St. Mary's. The PCC maintains an overview of the life of the church, from worship to discipleship and service.

Our worship and life together seek to put faith into practice through prayer and scripture, music, and sacrament. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. We try to enable ordinary people to come to faith, grow in faith and live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Outreach and service of the community, especially those in times of need.

To facilitate this work, it is important that we maintain the fabric of the Church and the Parish Centre.

Rector's Report: January – December 2022

2022 was the first full year back in Church following the pandemic, although its' shadow remained. Our Bible verse for 2022 reflected the position we were in as a Church – good things were happening, but so much more was in sight.

*Arise, shine; for your light has come,
and the glory of the Lord has risen upon you.
(Isaiah 60:1)*

Our commitment to growth – in numbers, in spiritual depth and in service

In February 2019, the PCC agreed three clear priorities:

- Increase lay involvement in worship and discipleship.
- Increase variety in worship.
- Review provisions for children both within and beyond services

The pandemic delayed our progress, but in 2022 we were able to return our focus to these areas, as well as to others that had been identified in the meantime, especially developing our welcome and hospitality to the local community.

Lay involvement in worship and discipleship

We have increased the number of people leading intercessions in Church and helping in various ways with our worship. We continue to be blessed by those who lead us in our sung worship, with our Choir and our Music Group sharing our regular worship as well as occasional visits from a volunteer organist.

We continue to encourage our Church community to see worship as part of their everyday life. To assist them in this, we offer a wide range of worship resources for people (including families) to use at home, each season, in hard copy or electronically as required. Small discipleship groups are an increasing part of Church life, though we hope this will expand further.

A dramatic performance of the Gospel of Mark, in April 2022, revived our excitement for the story of our Lord. A highlight of the year was the baptism by full immersion of one of our older teenagers and an adult member – a first for St Mary's. This was followed in October, by the confirmation in faith of those two and another adult, by our new Bishop of Kirkstall, the Right Reverend Arun Aurora.

Variety in worship

Our offer of worship is now broad and diverse in medium, content and style. On Sundays, our services range from the traditional Holy Communion to the family-friendly Morning Praise and informal 'Breathe' monthly evening service and include a phone-in service for those who cannot get to Church. During each week, we have services in Church, those which are streamed and those led by phone or video call.

This variety means we have a wider mix of people engaging with us, in person and remotely.

Provisions for children both within and beyond services

In 2022, we have been able to build on the new areas of children's work developed in 2021 and have very much welcomed the opportunity of a more settled period of time.

We have continued working with our local primary schools, offering assemblies, classes and interactive events for Easter and Christmas. Messy Church ended in 2022, whilst we welcomed a new ecumenical development with 'Seeds' offering a monthly session for children to engage with God through movement and dance.

Working with other churches

Churches Together in Garforth remains an active group, with The Chair of the group passing from St Mary's clergy to the Garforth Methodist Minister in September 2022. Regular activities, such as the monthly Faith Lunches have resumed. Ministers continue to meet and pray together regularly. And we were delighted to hold a pioneering ecumenical service in 2022, marking special events, such as the Week of Prayer for Christian Unity, the death of Queen Elizabeth II and the Thy Kingdom Come initiative.

Serving our Community through Baptisms, Weddings and Funerals

During 2022, we welcomed 23 babies and children for baptism and were delighted, in July, to hold baptisms by full immersion for one of our older teenagers and one adult.

Two couples were married at St Mary's, and we held 33 funerals in Church and our clergy officiated at another 12 at crematoria.

Welcome and hospitality to the local community.

The essence of our approach to mission is welcome and hospitality. Our Church is open every day for individual prayer - 9am to 3pm Monday to Saturday and for services on Sunday. It is evident that many people come into Church to pray or in search of somewhere quiet to ease their grief and pain.

We expanded our Welcome Café during 2022 (a Place of Welcome and a Warm Space) to offer two sessions per week and it has continued to grow in popularity. It provides a valuable safe space for people to come and meet together, with skills and local information being shared across those who attend.

Supporting the most vulnerable, isolated, and needy

We continue to see and minister to people in need from within and beyond our Church community. Many of the most complex needs we deal with come from those outside the Church. We continue to actively encourage and collect donations for our local Food Bank and for refugees within the area, and to fundraise for other groups.

Our Church family extends to those who are unable to attend Church, due to vulnerability to illness or frailty. We continue to support them through our Pastoral Care Team, telephone support volunteers and provision of resources for use at home. Resumption of our engagement with Care Homes has been slow, but the last half of 2022 saw some movement in this area.

Celebrating the Seasons and National Events

Church life is organised around seasons, and we continue to mark the key Christian festivals of Easter and Christmas (online, in person and by phone) in ways that seek not only to enable our regular worshipping community to celebrate but to encourage others to engage in the true meaning of these seasons.

In June, we were pleased to mark the Queen's Jubilee and, as the Church of England, we had an important role in the marking of the death of Her Majesty Queen Elizabeth II and the succession of King Charles III – ringing our bells and welcoming many people into Church to pay their respects to the Queen.

During 2022, we were able to hold several other services, themed around specific issues: Christian Aid; Thy Kingdom Come; Bible Sunday; Remembrance; Healing; Prayer for Peace (Ukraine War); Harvest; and Gender-based Violence.

Our Team

No Church can run without the dedication, time and energy of many lay people. The team at St Mary's includes those who have been actively supporting the Church for decades and others who have joined us more recently. Indeed, in our outreach activities, we have been very pleased to welcome volunteers for other local churches and the wider community.

We are fortunate to have a Parochial Church Council and two Churchwardens with such extensive skills, knowledge, and commitment. Similarly, we are blessed by all who lead us in worship – our Licensed Lay Ministers and our Curate – and our Choir and Music Group.

The list of volunteers involved in keeping Church going is huge! Thank you to all concerned.

Conclusion

With the cost-of-living crisis, soaring inflation, shortages of goods and industrial action, we ended 2022 concerned about the future, yet trusting in the goodness and provision of our God. As we face these issues, personally and as a Church, we are called to reach out to others in a spirit of service and generosity. This will be challenging but, as the Bible verse we have adopted for 2023, reminds us:

*For mortals it is impossible,
but for God all things are possible.
(Matthew 19:26)*

Revd Jane Brown

Secretary Report 2022

During 2022, the PCC met 6 times. The January, March and May meetings were held via Zoom video conferencing, with the July, September, and November meetings being held in person.

The task groups continued to meet between the main council meetings, and reports on finance, fabric & maintenance, pastoral and safeguarding continued to be provided to the PCC for consideration and enactment where necessary, and all relevant policies were reviewed and approved.

At the January meeting, council members were briefed on the reorganisation of the Leeds Episcopal Deaneries, from 4 Deaneries to 3. Additionally, the meeting considered and accepted a Health & Safety Risk Assessment and approved the role description pertaining to the position of Health & Safety Officer.

At the March meeting Revd. Jonathan provided PCC members with a review of Pastoral Care and issues and recommendations for consideration.

The May meeting dealt with the appointment of persons to the task groups and various other specific roles together with agreement to the PCC Code of Conduct and an update regarding Pastoral Care was provided.

In July, Council members discussed ways to deal with big issues and our involvement of the Church community. In addition, updated Covid Precautions at Holy Communion were agreed.

At the September meeting Council members considered 'Our Response to the Cost-of-Living Crisis' and how this may impact not just Church finances but the wider community

Graham Williams
PCC Secretary

PCC membership for 2022

Incumbent: Rev J Brown Chairman
Curate: Revd J Brennan
Readers: Miss A Doney - Treasurer/Stewardship Secretary

Representatives on the Deanery Synod
Mr N Hampshire
Mr G Williams - Secretary/Electoral Roll Officer

Church Wardens:
Miss A Ball
Mrs A Hampshire

Elected Members:
Mrs A Payne
Mrs F Jones
Mrs J Harrison
Mrs M Pratt
Mrs P Kilbane
Mrs P Wood
Mr M Norman

Mr C Mundy (Co-opted 17 May 2022)

Financial Review 2022

2022 was the first full year back in Church following the pandemic our weekly congregation gradual returned but not to the same levels as before the pandemic.

Compared to 2021 Income has increased £6,185 and expenditure has increased by £16,358. The general fund donations and legacies for 2022 saw a decrease of £2420 compared to 2021. Planned giving, appeals and donations were less than 2021, there were increases in tax refunds and open plate collections. Charitable activities saw an increase of £6,676 compared to 2021 mainly from Parish Centre lettings which started up again in 2022. Our welcome café and drinks served after services also resumed and saw an increase of £1,277.

Expenditure increased £16,358 compared to 2021. Cashflow enabled the church to pay £15000 more Parish Share than 2021 this was a great achievement. A better specification for our broadband saw an increased cost of £1,033 compared to 2021 with strict control of all other costs.

Church maintenance for the year was £11,444, £8,596 of this was for repairs to the roof, spire and architects' fees for the quinquennial.

Planning permission was obtained for the Parish Centre project with work starting in 2023 with £31,064 in the fund. A fund-raising team has been set up to apply for additional money to complete all the planned work.

Reserves policy Unrestricted funds

It is the PCC policy to hold in reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise.

Fabric fund

It is also our policy to hold an amount of £5,000 for any fabric related emergency and to aid remedial building works listed in the quinquennial inspection.

This reserve policy level will be reviewed annually. It is our policy to invest excess fund balances with the CCLA Church of England.

On behalf of the PCC

Reverend Jane Brown (Chair) Date

INDEPENDENT EXAMINER'S REPORT

TO THE PCC OF ST MARY'S, GARFORTH

This Report on the Accounts for the year ended 31 December 2022, which are set out on the attached pages, is in respect of an examination carried out in accordance with the requirements of the Church Accounting Regulations 2006 and Section 145 of the Charities Act 2011.

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011 and to be found in the Church guidance, 2011 edition, issued by the Finance Division of the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the 2011 Act, as also contained in the Church Accounting Regulations 2006have 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.



Mr D. M. Norman, Accountant
3 Meadow Road, Garforth
LS25 2EN

31 March 2023

St Mary's Garforth
Statement of Financial Activities
For the period from 01 January 2022 to 31 December 2022

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	69,275.62	-	16,680.64	-	85,956.26	77,836.75
Income from charitable activities	6,943.30	-	-	-	6,943.30	5,732.15
Other trading activities	10,756.11	-	568.80	-	11,324.91	4,830.56
Investments	805.76	-	9.23	-	814.99	198.99
Other income	-	-	-	-	-	-
Total income	87,780.79	-	17,258.67	-	105,039.46	88,598.45
Expenditure on:						
Raising funds	737.31	-	-	-	737.31	57.50
Expenditure on charitable activities	83,760.86	12,514.88	20,980.13	-	117,255.87	81,713.50
Other expenditure	6,269.93	-	-	-	6,269.93	6,052.52
Total expenditure	90,768.10	12,514.88	20,980.13	-	124,263.11	87,823.52
Net income / (expenditure) resources before transfer	(2,987.31)	(12,514.88)	(3,721.46)	-	(19,223.65)	774.93
Transfers:						
Gross transfers between funds - in	4,760.54	-	7,732.52	-	12,493.06	1,440.74
Gross transfers between funds - out	(7,662.54)	-	(4,830.52)	-	(12,493.06)	(1,440.74)
Other recognised gains / losses						
Gains/losses on investment assets	(631.28)	-	-	-	(631.28)	671.15
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-	-
Net movement in funds	(6,520.59)	(12,514.88)	(819.46)	-	(19,854.93)	1,446.08
Reconciliation of funds						
Total funds brought forward	125,660.39	43,579.64	8,374.68	-	177,614.71	176,168.63
Total funds carried forward	119,139.80	31,064.76	7,555.22	-	157,759.78	177,614.71

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
For the year ended 31st December 2022

	NOTE	2021 £	2022 £
FIXED ASSETS			
Tangible fixed assets	1	91531	86146
Total fixed assets		91531	86146
CURRENT ASSETS			
Debtors & prepayments	2	3031	2408
Investment Assets	3	6177	5555
Cash at bank and in hand		82654	65425
Total current assets		91862	73388
LIABILITIES:			
Creditors: Amounts falling due in one year	4	(5779)	(1774)
NET current assets less current liabilities		86083	71614
TOTAL assets less current liabilities		177614	157760
Represented by			
Unrestricted - General Funds		34129	32994
Fixed Assets		91531	86146
Designated - Legacy		43579	31065
Restricted - Fabric Fund		2793	2460
Restricted - Gift Day fund		2319	1612
Restricted – Mission		251	901
Restricted – Organ		3012	2582
Restricted – Boiler			
		177614	157760

PAROCHIAL CHURCH COUNCIL OF ST MARY'S GARFORTH
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2022

1. ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2011 and in accordance with Church Accounting Regulations 2006 governing the individual accounting standards and the Statement of Recommended Practice, Accounting Reporting by Charities (SORP 2005)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Unrestricted funds are funds which are spent on the PCC's general purposes.

Restricted funds are designated by the donor for a particular purpose. The restricted are H & WP Organ fund, Fabric fund and Mission.

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SOFA) when:

1. The PCC becomes legally entitled to the benefit of use of the resources.
2. The ultimate receipt is virtually certain and
3. The monetary value can be measured with sufficient reliability.

Fund-raising costs

Funds raised from events and sales of books are reported gross in the SOFA, that is before any related costs that may have been deducted from the gross proceeds.

Grants and Donations

Grants and donations are included in the SOFA when any preconditions prevent their use by the PCC have been met. For collections and planned giving it is when the funds are received.

Gift Aid tax claims, etc on cash donations

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Gifts in kind

1. Gifts in kind are accounted for at a reasonable estimate of their value at the time of the gift to the PCC, if feasible, or else at the amount which is actually realised from their disposal.
2. Gifts in kind for sale to fund the PCC are included in the accounts at their estimated market value at the date of the gift, if feasible or else recognised when they are sold.
3. Gifts in kind for the PCC's own use are included in the SOFA as incoming resources when receivable and expended as and when they are consumed in use. Gifts of fixed assets, if material, are included in the balance sheet and expended over the asset's useful economic life.

Donated services and facilities

These are included in incoming resources (and at the same time in resources expended) at the estimated value to the PCC of the service or facility received.

Volunteer help

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

Rental income

Rental income from the letting of the church and parish centre is recognised when the rental is due.

Investment Income

This is included in the accounts when receivable.

Investment gains and losses.

This included any gain or loss resulting from the revaluing of investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as the legal or constructive obligation arises.

Governance costs

Include the cost of the preparation and examination of statutory accounts, the costs of trustee meetings and costs of any legal advice to the trustees on governance or constitutional matters.

Grant payable without performance conditions

These are recognised in the accounts when a commitment has been made externally and there are no pre-conditions still to be met for the entitlement to the grant which remains in the control of the PCC.

ASSETS**Consecrated land and buildings and movable church furnishings**

Consecrated and beneficed property is excluded from the accounts by section 10(2) (a) and (c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Parish Centre

All costs of building the Parish Centre have been capitalised, depreciation will be on a straight-line basis over 40 years commencing in the first full year after completion of the building.

Other fixtures, fittings and office equipment

Equipment used within the church and parish centre is depreciated on a straight-line basis over 4 years, individual items of equipment with a purchase price of less than £1000 is written off when the asset is acquired.

Investments

Investments are valued at market value at 31st December.

Current Assets

Amounts owing to the PCC at 31st December in respect of fees or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits

Include cash held on deposit with the CBF Church of England Funds or at the bank.

Reserves Policy It is the PCC policy to hold in reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise. It is also our policy to hold an amount of £5,000 for any fabric related emergency and to aid remedial building works listed in the quinquennial inspection. This reserve policy level will be reviewed annually.

FUNDS**Unrestricted Funds**

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

Restricted Funds

These are income funds that must be spent on restricted purposes and details of the funds held and restrictions provided are shown in the notes to the accounts. It is our policy to invest all surplus funds in the CCLA Deposit fund.

INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2022 £	TOTAL 2021 £
Donations & Legacies					
Other planned giving	49407		1129	50536	53909
Loose plate collection	5738		558	6296	4269
Donations Appeals	1316		9206	10522	6767
Tax recoverable on gift aid	12814		1071	13885	11092
Legacy				0	1000
Grants			4717	4717	799
TOTAL	69276	0	16681	85956	77836
Charitable Activities					
Fees from crematorium					
Fee for weddings & funerals	6943			6943	5732
TOTAL	6943	0	0	6943	5732
Other Trading					
Produce sales	211			211	115
Light the spire	420			420	475
Tea & coffee other	2164			2164	886
Other funds generated	212		569	781	1001
Parish Centre Lettings	7748			7748	2353
TOTAL	10755	0	569	11324	4830
Insurance claim					
Other Income					
Investments					
Bank & Building society interest	806		9	815	199
	806	0	9	815	199
TOTAL INCOME	87779	0	17259	105039	88598

RESOURCES USED

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2022 £	FUNDS 2021 £
Charitable Activities					
Missionary and Charitable giving					
Overseas:			700	700	500
Home			575	575	1625
Ministry: Parish Share	65000			65000	50000
clergy expenses	1765			1765	1129
curate expenses	533			533	319
other clergy costs				0	117
Education & Study Groups	136		289	425	621
Parish training & mission			315	315	111
Insurance	4237			4237	4161
Telephone & broadband	2364			2364	1331
Photocopier	1248			1248	1034
Church misc	356		187	543	717
Church maintenance	76		11368	11444	9675
Organ Maintenance			324	324	494
Cleaning	75			75	0
Salaries				0	0
Upkeep of services	465			465	320
Administration	453		115	568	585
Visiting Organist				0	0
Electric	1507			1507	1311
Gas	4070			4070	4692
Water	244			244	313
Printing & Stationary	153		103	256	630
IT equipment	314		7004	7318	824
IT software	514			514	954
Bookstall costs				0	0
CTIG				0	0
Parish Centre Refurb		12515		12515	0
Governance	250			250	250
TOTAL	83760	12515	20980	117256	81714
Other Expenditure					
Flowers	359			359	382
Depreciation	5385			5385	5385
Bank charges	526			526	284
TOTAL	6270	0	0	6270	6052
Raising Funds					
Costs of fetes & other events	737			737	57
Costs of Stewardship				0	0
TOTAL	737	0	0	737	57
TOTAL RESOURCES USED	90768	12515	20980	124263	87823

**PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
NOTES TO THE FINANCIAL STATEMENTS**

FIXED ASSETS FOR USE BY THE PCC	Buildings	Furniture & Fittings	Total 2022	
1 Tangible fixed Assets				
GROSS BOOK VALUE				
At 1 January 2022	215386	17078	232464	
Additions	0	0	0	
At 31st December 2022	<u>215386</u>	<u>17078</u>	<u>232464</u>	
DEPRECIATION				
At 1 January 2022	(123855)	(17078)	(140933)	
Additions	(5385)	0	(5385)	
At 31st December 2022	<u>(129240)</u>	<u>(17078)</u>	<u>(146318)</u>	
NET BOOK VALUE				
At 1 January 2022	91531	0	91531	
At 31st December 2022	86146	0	86146	
2 Investments				
Organ Fund 8% Treasury Stock - historical cost- £72.97p			105	
Kilburn Trust 229 shares in the CBF's Investment fund - historical cost £211.46p			4731	
House Sale 1450 shares in the CBF's Investment fund - historical cost £433.30p			719	
			<u>5555</u>	
3 DEBTORS				
	Unrestricted	Restricted	Designated	TOTAL
Income Tax Recoverable	909			909
Prepayments and accrued income	967			967
Other Debtors	531			531
	<u>2407</u>	<u>0</u>	<u>0</u>	<u>2407</u>
4 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR				
	Unrestricted	Restricted	Designated	TOTAL
Accruals and deferred income	1720			1720
Creditors for goods and services				
Other Creditors Agency fees	54			54
	<u>1774</u>	<u>0</u>	<u>0</u>	<u>1774</u>
5 Parish Share				
Historic Opening Balance	116263			
Share unpaid this year	13688			
Paid this year				
Write off By Diocese				
Closing Balance	<u>129951</u>			

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF GARFORTH

England & Wales - Charity number 1130765

Accounts

St Mary's Church Garforth

Registered Charity Number 1130765

Annual Report

and

Financial Statements

of the

Parochial Church Council

for the year ended 31st December 2021

Incumbent

Reverend J Brown
The Rectory
Church Lane
Garforth

Bank

Barclays Bank
Albion Street
Leeds

Investment Managers

CCLA Investment Management Ltd
The CBF Church of England Funds
80 Cheapside
London EC2V 6DZ

Independent Examiner

Mr David Norman

Parochial Church Council of St Mary the Virgin, Garforth

Aim and Purposes

As a Church of England church we have the aim: 'To promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. St. Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, The Reverend Jane Brown, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church and Parish Centre of St Mary the Virgin, Garforth.

Objectives and Activities

Our Mission Statement is:

To know God, to love God and to share God, through Jesus Christ.

The PCC is committed to growing as a church, in numbers, spiritual depth and in service to our local community. We aim to encourage and enable as many people as possible to know the love of Christ, to worship at our church and to become part of our parish community at St. Mary's. The PCC maintains an overview of the life of the church, from worship to discipleship and service.

Our worship and life together seek to put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to come to faith, grow in faith and live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Outreach and service of the community, especially those in times of need.

To facilitate this work, it is important that we maintain the fabric of the Church and the Parish Centre.

Rector's Report 2021

The impact of the pandemic has been prolonged, and we are still living in its shadow. Yet 2021 has been a time of learning and spiritual growth for St Mary's.

Adapting and Emerging

After the third national lockdown, it was Easter Day 2021, before we returned to regular services in Church, but restrictions continued to affect various aspects of Church life. We have had to think on our feet. As a PCC, we have been clear that keeping people safe is crucial. If anything, we have erred on the side of caution as we move forward with any changes to our practices relating to COVID and we are confident that this was the right approach.

Despite the pressures, we have continued to worship faithfully as a community, whether at home, together over the phone, online or physically together in Church. Many people have found that their worship life has been enriched by the variety.

Serving our Community through Baptisms, Weddings and Funerals

Baptisms resumed on Sunday 23rd May, and we continued to be busy, baptising lots of toddlers, who had missed the chance to be baptised earlier.

Our first wedding of the year took place on 8th May, with 15 people in attendance and social distancing in place. Thankfully, the remainder took place after 21st June, when restrictions were eased.

It was also not until June, that the restrictions around funerals were lifted, though right through 2021 funerals continued to be smaller than might have been expected otherwise.

Supporting the most isolated and the most needy

As a Church, we minister to people who are grieving or who are in any kind of difficulty. During the pandemic, we have seen many more people in need and been aware that many have had their grief or struggles heightened by the isolation of the pandemic. Many have looked to us for a wide range of practical, emotional and spiritual support.

In 2021, we have continued to actively encourage and collect donations for our local Food Bank and for refugees within the area, and to fundraise for other groups.

From the summer of 2021, we were able to open Church every day for individual prayer. Our willing team of supervisors had served us extremely well through the pandemic, but it was good to release them of this responsibility and to be open for longer hours – 9am to 3pm Monday to Saturday and for services on Sunday. It is evident that many people come into Church to pray or in search of somewhere quiet to ease their grief and pain.

Supporting our own Church family

Many of our Church family have been unable to attend Church, due to vulnerability to COVID, illness or frailty. We continue to support them through our Pastoral Care Team, telephone support volunteers and provision of resources for use at home.

Worship

Having adapted our service pattern to suit the pandemic, we realised that we could not just return to worship at it was before. Online services and phone-in services were now part of our offer and the Parochial Church Council (PCC) members were committed to retaining both even once restrictions lifted completely. Accepting that some people cannot attend Church for a variety of practical reasons, we committed to retaining at least one online service each week (usually Night Prayer on Wednesdays) and a phone-in service every Sunday. These continue.

Our range of worship now offers something for everyone, of any age, tradition, or preference.

During 2021, we were able to hold several services, themed around specific issues: Christian Aid; Thy Kingdom Come; Bible Sunday; Climate Change (COP26 Conference); Remembrance; Generosity; and Gender-based Violence. We also held a Harvest and Thank you Service on 3rd Oct, to honour and thank some of our Church members who had stepped down from key roles.

Worship at Home and Discipleship

We continued to offer a wide range of worship resources for people (including families) to use at home. Around 50 people received hard copies, whilst others can access resources online. Seasonal booklets were offered for Lent, Holy Week, Easter, Ordinary Time, Advent, Christmas and Epiphany, along with other seasonal resources.

The pandemic has had an unexpected benefit, for some, as a result of the increased focus on our spiritual practices at home and has also led a number of people to approach us wishing to explore faith. Some have joined us in Church, others are still exploring with us, but we ended 2021 looking forward to what 2022 may have in store for us and them.

Welcome and Hospitality

From the seeds of discussions prior to the pandemic, and our learning and experience since, a clearer picture of our specific mission emerged.

The essence of that vision is welcome and hospitality. Aware of the extreme isolation and consequent mental health issues, we decided to offer a safe space for people to come and meet together. And so we saw the development of our Welcome Café – initially a trial, but soon becoming part of the fabric of Church life and our outreach to the community. It has become part of the Place of Welcome initiative. We are keen to expand it...

More broadly, the break from routines, has altered so much about the culture of St Mary's and, whilst we were already quite a welcoming Church, an enhanced enthusiasm for welcome has emerged.

Communications and Information Technology

The sudden requirement to engage with technology on a much larger scale continues to present challenges. Service leaders have had to learn new skills and the preparation involved in services has become much lengthier. But, on balance, we have managed well within the constraints of our available equipment. We ended 2021 looking forward to improvements to our sound and vision systems in 2022.

Our Team

We are blessed by the skills and dedication of our Parochial Church Council and our two Churchwardens. The last two years have demanded a great deal of them; they have had to consider and make decisions about issues they might never have foreseen. They have done so with care and a real concern to do what is best for the most vulnerable, as well as for the wider mission of the Church.

Similarly, we are blessed by all who lead us in worship – our Licensed Lay Ministers and our Curate, who was ordained priest in June.

And, as ever, we rely on so many different volunteers to keep the work of the Church going. Some hold very visible roles, others are hidden behind the scenes, but each is vital and much appreciated. Thank you to you all.

Conclusion

Overall, St Mary's is emerging well from all that the last two years have thrown at us. Most importantly, we have kept Christ at the centre.

We ended 2021 with most of our Church community having returned to Church worship and activities in person. We had also welcomed several new people into our community.

We are not returning to 'normal', rather we are creating a new way to be Church. Society has changed. Church has changed. We have changed.

Now is a time for us to look ahead with confidence and with our eyes firmly fixed on the mission of Christ and our role in it here in Garforth.

Revd Jane Brown

Secretary Report 2021

In 2021 the PCC continued to meet via Zoom video and met on 7 occasions, twice in January, March, May, July, September, and November. The task groups continued to meet between the main council meetings, and reports on finance, fabric & maintenance, pastoral and safeguarding continued to be provided to the PCC for consideration and enactment, where necessary. The first January meeting was an emergency meeting to discuss the provision of public worship following the national lockdown whilst at the main January meeting, the PCC adopted a Code of Conduct for all Council members and also considered our strategic priorities and

plans for the upper room of the Parish Centre. At the March meeting council members discussed a roadmap for coming out of lockdown together with revised proposals for modernising the parish centre to make it a better space for our mission priorities.

At the May meeting council members continued to discuss the way forward out of lockdown in relation to occasional offices and our future pattern of worship and services. In addition, council members continued to discuss the revised proposals for the Parish Centre.

At the November meeting Council members considered the issue of Climate Change and how we could look to reduce our carbon footprint.

2021 PCC membership.

Incumbent: Rev J Brown Chairman
Curate : Revd J Brennan
Readers: Miss A Doney - Treasurer/Stewardship Secretary

Representatives on the Deanery Synod
Mr N Hampshire
Mr G Williams - Secretary/Electoral Roll Officer

Church Wardens:
Miss A Ball
Mrs A Hampshire

Elected Members:
Mrs A Payne
Mrs F Jones
Mrs J Harrison
Mrs J Smith (until 29 March 2021)
Mrs M Pratt
Mrs P Kilbane
Mrs P Wood
Mr M Norman

Financial Review 2021

Total receipts on unrestricted funds were £81596 of which £52914 was unrestricted planned giving, and a further £11,076 was from Gift Aid. Restricted income of £5,140 were also received and are detailed in the Financial Statements. The planned giving through envelopes and banker's orders is net 85 same as 2020. Envelopes and standing orders contributed to 68.87% of Parish Share an increase of 1.9% compared to 2020. Total income, including tax recovered but excluding Designated fund increase by £1839 compared with last year. 2021 has been another very difficult year we have again seen our income decrease because of Covid. The good news is that our giving as parishioners has increased by £1,483.. This is a great achievement and thank you to all who contributed. All our commitments were met in full, except for Parish Share only 65.08% of the requested figure was paid.

The net result for the year was a slight gain on receipts over payments of £776.

Church maintenance for the year was £9675, £ 7856 of this was for repairs to the roof and spire.

We have £43,579 in our designated legacy fund some of which we are planning to use to remodel the Parish Centre to further out mission and outreach in Garforth.

Reserves policy Unrestricted funds

It is the PCC policy to hold in reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise.

Fabric fund

It is also our policy to hold an amount of £5,000 for any fabric related emergency and to aid remedial building works listed in the quinquennial inspection.

This reserve policy level will be reviewed annually. It is our policy to invest excess fund balances with the CCLA Church of England.

On behalf of the PCC

Reverend Jane Brown (Chair) Date

INDEPENDENT EXAMINER'S REPORT

TO THE PCC OF ST MARY'S
GARFORTH

This Report on the Accounts for the year ended 31 December 2021, which are set out on the attached pages, is in respect of an examination carried out in accordance with the requirements of the Church Accounting Regulations 2006 and Section 145 of the Charities Act 2011.

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011 and to be found in the Church guidance, 2011 edition, issued by the Finance Division of the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with Section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the 2011 Act, as also contained in the Church Accounting Regulations 2006

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

DM Norman

Mr DM Norman
Accountant
3 Meadow Road,
Garforth LS25 2EN
06 April 2022

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31st December 2021

INCOMING RESOURCES	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020
Donations and legacies	2(a)	71697	1000	5140	77837	125008
Income from Charitable activities	2(b)	5732			5732	3474
Other trading activities	2(c)	3972		858	4830	4599
Investments	2(d)	196		3	199	300
Insurance claims Other income	2(e)				0	3114
TOTAL INCOMING RESOURCES		81596	1000	6001	88598	136495
RESOURCES USED						
Expenditure on Charitable Activities	3(a)	68300		13413	81713	99849
Other Expenditure	3(b)	6052			6052	5659
Raising Funds	3(c)	57			57	249
TOTAL RESOURCES USED		74410	0	13413	87822	105757
NET INCOME/(expenditure)resources before transfers		7186	1000	(7412)	773	30738
Transfers						
Gross transfers between funds - in				1441	1441	5579
Gross transfers between funds - out		(1440)		(1)	-1441	(5579)
Gains & losses		671			671	301
NET MOVEMENT IN FUNDS		6416	1000	(5972)	1446	31039
RECONCILIATION OF FUNDS						
TOTAL FUNDS bought forward		119243	42579	14346	176168	145129
TOTAL FUNDS carried forward		125660	43579	8374	177614	176168

There may be minor discrepancies in the totals if pence are not being shown

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
For the year ended 31st December 2021

	Note	2021 £	2020 £
FIXED ASSETS			
Tangible fixed assets	5(a)	91531	96916
Total fixed assets		91531	96916
CURRENT ASSETS			
Debtors & prepayments	6	3031	2005
Investment Assets	5(b)	6177	5505
Cash at bank and in hand		82654	74816
Total current assets		91862	82326
LIABILITIES:			
Creditors: Amounts falling due in one year		(5779)	(3074)
NET current asset less current liabilities		86083	79252
TOTAL assets less current liabilities		177614	176168
Represented by			
Unrestricted - General Funds		34129	22327
Fixed Assets		91531	96916
Designated - Legacy		43579	42579
Restricted - Fabric Fund		2793	7203
Restricted - Gift Day fund		2319	3173
Restricted - Mission		251	350
Restricted - Organ		3012	3619
Restricted - Boiler			1
		177614	176168

PAROCHIAL CHURCH COUNCIL OF ST MARY'S GARFORTH
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2021

1. ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2011 and in accordance with Church Accounting Regulations 2006 governing the individual accounting standards and the Statement of Recommended Practice, Accounting Reporting by Charities (SORP 2005)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Unrestricted funds are funds which are spent on the PCC's general purposes.

Restricted funds are designated by the donor for a particular purpose. The restricted are H & WP Organ fund, Fabric fund and Mission.

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SOFA) when:

1. The PCC becomes legally entitled to the benefit of use of the resources;
2. The ultimate receipt is virtually certain and
3. The monetary value can be measured with sufficient reliability

Fund-raising costs

Funds raised from events and sales of books are reported gross in the SOFA that is before any related costs that may have been deducted from the gross proceeds.

Grants and Donations

Grants and donations are included in the SOFA when any preconditions prevent their use by the PCC have been met. For collections and planned giving it is when the funds are received.

Gift Aid tax claims, etc on cash donations

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Gifts in kind

1. Gifts in kind are accounted for at a reasonable estimate of their value at the time of the gift to the PCC, if feasible, or else at the amount which is actually realised from their disposal.
2. Gifts in kind for sale to fund the PCC are included in the accounts at their estimated market value at the date of the gift, if feasible or else recognised when they are sold.
3. Gifts in kind for the PCC's own use are included in the SOFA as incoming resources when receivable and expended as and when they are consumed in use. Gifts of fixed assets, if material, are included in the balance sheet and expended over the asset's useful economic life.

Donated services and facilities

These are included in incoming resources (and at the same time in resources expended) at the estimated value to the PCC of the service or facility received.

Volunteer help

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

Rental income

Rental income from the letting of the church and parish centre is recognised when the rental is due.

Investment Income

This is included in the accounts when receivable.

Investment gains and losses.

This included any gain or loss resulting from the revaluing investments to market value at the end of the year.

EXPENDITURE AND LIABILITIES**Liability recognition**

Liabilities are recognised as soon as the legal or constructive obligation arises.

Governance costs

Include the cost of the preparation and examination of statutory accounts, the costs of trustee meetings and costs of any legal advice to the trustees on governance or constitutional matters.

Grant payable without performance conditions

These are recognised in the accounts when a commitment has been made externally and there are no pre-conditions still to be met for the entitlement to the grant which remain in the control of the PCC.

ASSETS**Consecrated land and buildings and movable church furnishings**

Consecrated and beneficed property is excluded from the accounts by section 10(2) (a) and (c) of the Charities Act 2011.

No value is placed on movable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal since the PCC considers this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as expenditure in the Statement of Financial Activities and separately disclosed.

Parish Centre

All costs of building the Parish Centre have been capitalised, depreciation will be on a straight-line basis over 40 years commencing in the first full year after completion of the building.

Other fixtures, fittings and office equipment

Equipment used within the church and parish centre is depreciated on a straight-line basis over 4 years, individual items of equipment with a purchase price of less than £1000 is written off when the asset is acquired.

Investments

Investments are valued at market value at 31st December

Current Assets

Amounts owing to the PCC at 31st December in respect of fees or other income are shown as debtors less provision for amounts that may prove uncollectable.

Short term deposits

Include cash held on deposit with the CBF Church of England Funds or at the bank.

Reserves Policy It is the PCC policy to hold in reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise. It is also our policy to hold an amount of £5,000 for any fabric related emergency and to aid remedial building works listed in the quinquennial inspection.

This reserve policy level will be reviewed annually.

FUNDS**Unrestricted Funds**

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

Restricted Funds

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

It is our policy to invest all surplus funds in the CCLA Deposit fund.

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2021

2. INCOMING RESOURCES

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2021 £	TOTAL 2020 £
Donations & Legacies						
	2(a)					
Other planned giving		52914		995	53909	52392
Loose plate collection		4038		231	4269	2000
Cash SCDS						73
Donations Appeals		3668		3099	6767	19887
Tax recoverable on gift aid		11076		16	11092	11516
Legacy			1000		1000	38226
Grants				799	799	914
TOTAL		71697	1000	5140	77836	125008
Charitable Activities						
Fees from crematorium						
Fee for weddings & funerals		5732			5732	3474
TOTAL		5732	0	0	5732	3474
Other Trading						
	2(b)					
Produce sales		115			115	
Light the spire		475			475	664
Tea & coffee other		886			886	214
Other funds generated		143		858	1001	415
Parish Centre Lettings		2353			2353	3306
TOTAL		3972	0	858	4830	4599
Insurance claim						
Other Income	2(e)					3114
Investments						
	2(c)					
Bank & Building society interest		196		3	199	300
		196	0	3	199	300
TOTAL INCOME		81596	1000	6001	88598	136495

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
 NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
 For the year ended 31st December 2021

3. RESOURCES USED

	Note	Unrestricted Funds	Designated Funds	Restricted Funds	TOTAL 2021	FUNDS 2020
		£	£	£	£	£
Charitable Activities	3(a)					
Missionary and Charitable giving						
Overseas:				500	500	200
Home				1625	1625	2685
Ministry: Parish Share	Historic Share Note 8	50000			50000	50000
clergy expenses		1129			1129	1109
curate expenses		319			319	173
other clergy costs		117			117	619
Education & Study Groups				621	621	115
Parish training & mission		35		76	111	287
Insurance		4161			4161	4119
Telephone & broadband		1331			1331	1591
Photocopier		1034			1034	854
Church misc		580		137	717	2772
Church maintenance				9675	9675	5203
Organ Maintenance				494	494	487
Cleaning				0	0	220
Salaries				0	0	10484
Upkeep of services		320			320	213
Administration		470		115	585	619
Visiting Organist						120
Electric		1311			1311	977
Gas		4692			4692	4489
Water		313			313	252
Magazine expenses						
Printing & Stationary		460		170	630	1271
IT equipment		824			824	10368
IT software		954			953	113
Bookstall costs						
CTIG					0	250
Choir						
Governance		250			250	250
TOTAL		68300	0	13413	81713	99849
Other Expenditure	3(b)					
Flowers		383			383	119
Depreciation		5385			5385	5385
Bank charges		284			284	154
TOTAL		6052	0	0	6052	5659
Raising Funds	3(c)					
Costs of fetes & other events		57			57	161
Costs of Stewardship					0	88
TOTAL		57	0	0	57	249
TOTAL RESOURCES USED		74410	0	13413	87822	105757

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

5 FIXED ASSETS FOR USE BY THE PCC

Buildings Furniture & Fittings Total 2021

5(a) *Tangible fixed Assets*

GROSS BOOK VALUE

At 1 January 2021	215386	17078	232464
Additions	0	0	0
At 31st December 2021	<u>215386</u>	<u>17078</u>	<u>232464</u>

DEPRECIATION

At 1 January 2021	(118470)	(17078)	(135548)
Additions	(5385)	0	(5385)
At 31st December 2021	<u>(123855)</u>	<u>(17078)</u>	<u>(140933)</u>

NET BOOK VALUE

At 1 January 2021	96916	0	96916
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At 31st December 2021	91531	0	91531
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5(b) *Investments*

Organ Fund 8% Treasury Stock - historical cost- £72.97p			105
Kilburn Trust 229 shares in the CBF's Investment fund - historical cost £211.46p			5362
House Sale 1450 shares in thr CBF's Investment fund - historical cost £433.30p			710
			<u>6177</u>

6 DEBTORS

	Unrestricted	Restricted	Designated	TOTAL
Income Tax Recoverable		1958		1958
Prepayments and accrued income	735	338		1073
Other Debtors				0
	<u>2693</u>	<u>338</u>	<u>0</u>	<u>3031</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted	Restricted	Designated	TOTAL
Accruals and deferred income	1465	4156		5621
Creditors for goods and services				
Other Creditors Agency fees	158			158
	<u>1623</u>	<u>4156</u>	<u>0</u>	<u>5779</u>

8 Parish Share

Historic Opening Balance	89436
Share unpaid this year	26827
Paid this year	
Write off By Diocese	
Closing Balance	<u>116263</u>

THE PAROCHIAL CHURCH COUNCIL OF THE ECCLESIASTICAL PARISH OF GARFORTH

England & Wales - Charity number 1130765

Accounts

St Mary's Church Garforth

Registered Charity Number 1130765

Annual Report

and

Financial Statements

of the

Parochial Church Council

for the year ended 31st December 2020

Incumbent

Reverend J Brown
The Rectory
Church Lane
Garforth

Bank

Barclays Bank
Main Street
Garforth

Investment Managers

CCLA Investment Management Ltd
The CBF Church of England Funds
80 Cheapside
London EC2V 6DZ

Independent Examiner

Mr David Norman

2020 Report and Accounts for the Parochial Church Council of St Mary the Virgin, Garforth

Aim and Purposes

As a Church of England church we have the aim: 'To promote the whole mission of the Church, pastoral, evangelistic, social and ecumenical'. St. Mary's Parochial Church Council (PCC) has the responsibility of cooperating with the incumbent, The Reverend Jane Brown, in promoting in the ecclesiastical parish, the whole mission of the Church, pastoral, evangelistic, social and ecumenical. The PCC is also specifically responsible for the maintenance of the Church and Parish Centre of St Mary the Virgin, Garforth.

Objectives and Activities

Our Mission Statement is:

To know God, to love God and to share God, through Jesus Christ.

The PCC is committed to growing as a church, in numbers, spiritual depth and in service to our local community. We aim to encourage and enable as many people as possible to know the love of Christ, to worship at our church and to become part of our parish community at St. Mary's. The PCC maintains an overview of the life of the church, from worship to discipleship and service.

Our worship and life together seek to put faith into practice through prayer and scripture, music and sacrament. When planning our activities for the year, we have considered the Charity Commission's guidance on public benefit and in particular the supplementary guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to come to faith, grow in faith and live out their faith as part of our parish community through:

- Worship and prayer; learning about the Gospel; and developing their knowledge and trust in Jesus.
- Provision of pastoral care for people living in the parish.
- Outreach and service of the community, especially those in times of need.

To facilitate this work, it is important that we maintain the fabric of the Church and the Parish Centre.

Rectors Report 2020

We started 2020 celebrating our growth and poised for more to come. We had big plans and were looking forward positively, though not without awareness of the challenges ahead. Then along came COVID-19 and what started as a worrying development, soon became a global pandemic leading to urgent and dramatic shifts in our every day lives. On 23rd March 2020, the nation went into lockdown and churches were closed.

Supporting the most isolated

Our immediate response, at St Mary's was to identify those who were most isolated and most vulnerable. Within a week, we had put together arrangements for regular phone calls to all of those people. We also worked with other local churches and another local charity Garforth Neighbourhood Elders Team (NET) to ensure the most vulnerable were supported.

This level of Pastoral Care continued throughout the year, with involvement from our Pastoral Care Team, Mothers' Union and other Church members. Thank you to all for your commitment.

Supporting those who are grieving or in other need

We continued to support many families who have lost loved ones, whether to COVID-19 or for other reasons. It is clear that many have had their grief complicated and delayed by the context of life in the pandemic.

Others have also come to the Church for support when, in ways other than bereavement, the pandemic has taken its toll on their lives. Such pastoral care has continued, using telephone or video calls mostly, but also face-to-face meetings with clergy when necessary and within the rules for our charitable work.

Practical support

We have been overwhelmed by the support and generosity to our three-weekly collections of donations for the East Leeds Food Bank, in the last year. And we have continued to meet the varied practical needs of individuals who approach Church at times of crisis.

Worship

It has been a steep learning curve, but we developed a good range of online and phone-in worship during 2020. We also added in a Phone-in service for those without internet access, from June 2020, and for some people this development was transformational.

We have learnt to do new things and to provide a wider range of services. When our building re-opened for public worship in September 2020, we knew we needed to retain the new provisions of online and phone-in services. We developed a pattern of services which have significantly increased the variety and number of services on offer during each week.

Thanks to a legacy, we were able to install audio-visual equipment into our Church building, which has been well-received in services.

The greatest loss to our worship has been the ban on singing in Church. It has been a particular sadness to our Choir, but also to many of our other members.

We hope that when we are finally able to worship together again without restriction, our worshipping life will be richer and more varied in light of our learning during the pandemic.

Communications

Our website grew in 2020 to become a source of information and resources for worship and prayer at home, for all ages. New resources have been provided for each season, both online and in hard copy to those without internet access.

We have also made good use of social media to reach out with messages of hope and activities for the wider community, such as our Advent Photo Challenge and Nativity Trail.

Financial challenges and staffing

Our already stretched financial situation deteriorated so significantly during 2020 that we could no longer sustain the cost of our Organist and Choir Director, nor foresee a time when we would be able to do so. As a result, we made the post redundant and said goodbye to Gillian Hainsworth in October. Our Cleaner also converted from a paid post to a voluntary one.

Parochial Church Council

A word of thanks must be given, specifically, to members of our PCC, who have met together more frequently, often at short notice, as we grappled with the changing context and legalities. Hard decisions have been taken prayerfully and with a focus on our mission.

Conclusion

As in so many areas of our life, we have had to rethink all of our activities and the ways in which we fulfil our purpose at a Parish Church. It has not been easy. Great creativity has been required and I am hugely grateful to those who have been willing to try new things.

We ended 2020 with the prospect of a new lockdown and many more months of restrictions. If anything, this has made us all the more determined to unite as a Church to meet the need of our wider community, to enable people to heal and to grow in love and faith.

Secretary Report 2020

2020 was a difficult year for the PCC, meeting on 7 occasions with only the January meeting being held face to face with all other meetings taking place via Zoom video.

The task groups continued to meet between the main council meetings and reports on finance, fabric & maintenance, pastoral and safeguarding continued to be provided to the PCC for consideration and enactment, where necessary.

In addition, the Standing Committee met on 3 occasions, again via Zoom video. The Standing Committee, which consists of The Incumbent, both Churchwardens, Treasurer, Secretary and 2 other lay members of the PCC are able to transact the PCC's business between PCC meetings, subject to any powers given to it by the PCC.

In January Council members discussed proposals for the improvement of our church buildings in terms of disability access to the upper room of the parish centre together with the provision of audio-visual facilities within the church and Fiona Jones reported on a disability awareness course she had attended.

Due to the impact of Covid-19 a decision was taken to cancel March meeting was cancelled.

At the May meeting the focus was on the impact of Covid-19 and how we would look to re-open Church when the time arose. PCC members also agreed to proceed with the Audio-Visual installations as it was felt that this would aid our worship as and when public worship could be resumed. Council members were also provided with an update in terms of our on-line presence together with an update on our financial position and how the national lockdown was impacting on these.

Following the easing of lockdown restrictions, the PCC met in June to discuss managing the re-opening of the church for private prayer and funerals and approved the necessary risk assessments.

The PCC met again in July at which the main discussions related to the re-opening the church for public worship and how this could be achieved safely together, and the Standing Committee were authorised to consider and approve and risk assessment and re-opening plans. In addition, Council members also discussed the position in relation to human resources.

In September, the PCC met twice. The first meeting considered our missional position together with an update as to how re-opening for public worship had been received and a draft risk assessment for music and singing within public worship was considered.

The second September meeting was a meeting to solely discuss the financial position of the church and our human resources position, with the PCC granting the Standing Committee power to make decisions and proposals regarding our human resources position on behalf of the PCC.

The final meeting in 2020 took place in November following the delayed Annual Meeting at which council members were advised of the proposed on-line and public worship offerings during the Advent & Christmas periods. The election of officers and representatives to the task-groups were approved and the PCC also considered and approved a PCC Code of Conduct. Council members were provided with an update on our financial position.

The Standing Committee met in August and discussed and approved various risk assessments and privacy notices in relation to the re-opening of the church for public worship and the recommencement of parish centre lettings, together with plans for the re-opening of church for public worship.

The Standing Committee also met in October and November to discuss Human Resources.

Incumbent: Rev J Brown Chairman
Curate: Revd J Brennan (from 7th July 2020)

Readers: Miss A Doney Treasurer/Stewardship Secretary

Representatives on the Deanery Synod
Miss A Ball (until 14 November 2020)
Mr N Hampshire
Mr G Williams (from 14 November 2020) Secretary/Electoral Roll Officer

Church Wardens:
Miss A Ball
Mrs A Hampshire

Elected Members:
Mrs J Harrison
Mrs F Jones
Mrs P Kilbane (from 14 November 2020)
Mrs A Payne
Mrs M Pratt
Mrs J Smith (from 14 November 2020)
Mrs P Wood
Mr G Ashton (resigned 21 July 2020)
Mr C Hayward (until 14 November 2020)
Mr M Norman
Mr T Nicholls (resigned 22 September 2020)
Co-opted Mrs G. Hainsworth (resigned 16 October 2020)
Mrs P Kilbane (until 14 November 2020)

Financial Review 2020

Total receipts on unrestricted funds were £79,758 of which £51,451 was unrestricted voluntary donations, and a further £11,338 was from Gift Aid. Restricted donations of £3,862 were also received and are detailed in the Financial Statements. The planned giving through envelopes and banker's orders is 85 a net decrease of 1 from 2019. Envelopes and standing orders contributed to 67.36% of Parish Share an increase of 3.04% compared to 2019. Total income, including tax recovered, went down by £18,802 compared with last year. 2020 has been a very difficult year we have seen our income decrease because of Covid by £18,602 the good news is that our giving as parishioners has increased by £1,369. This is a great achievement and thank you to all who contributed. All our commitments were met in full, with the exception of Parish Share only 65% of the requested figure was paid.

The net result for the year was an excess of payments over receipts of £6,504 gain on investments of £304. A legacy was received as a designated fund during the year of £52,749 an AV system has been fitted at a cost of £10,170 leaving a balance of £42,759 church during the year. Costs and plans are being drawn up to remodel the Parish Centre to further our mission and outreach in Garforth.

Restricted funds decreased in the year by £2,936 a new boiler was fitted in the Parish Centre.

Reserves policy

Unrestricted funds

It is the PCC policy to hold in reserves. The equivalent of three months unrestricted running costs of £8,000, excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise.

Fabric fund

It is also our policy to hold an amount of £5,000 for any fabric related emergency and to aid remedial building works listed in the quinquennial inspection.

This reserve policy level will be reviewed annually. It is our policy to invest excess fund balances with the CCLA Church of England.

On behalf of the PCC

Reverend Jane Brown (Chair)

Date

INDEPENDENT EXAMINER'S REPORT

TO THE PCC OF ST MARY'S GARFORTH

This Report on the Accounts for the year ended 31 December 2020, which are set out on the attached pages, is in respect of an examination carried out in accordance with the requirements of the Church Accounting Regulations 2006 and Section 145 of the Charities Act 2011.

My examination was carried out in accordance with the General Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011 and to be found in the Church guidance, 2011 edition, issued by the Finance Division of the Archbishop's Council. That examination includes a review of the accounting records kept by the PCC and a comparison of the account with those records. It also includes considering any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act and
 - to prepare accounts which accord with the accounting records and to comply with the requirements of the 2011 Act, as also contained in the Church Accounting Regulations 2006 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.



Mr D. M. Norman, Accountant
3 Meadow Road, Garforth
LS25 2EN

15 March 2021

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
STATEMENT OF FINANCIAL ACTIVITIES
For the year ended 31st December 2020

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019
INCOMING RESOURCES						
Donations and legacies	2(a)	68397	52749	3862	125008	78645
Income from Charitable activities	2(b)	7095		100	7195	15238
Other trading activities	2(c)	3992			3992	12115
Investments	2(d)	274		26	300	277
Insurance claims Other income	2(e)				0	
TOTAL INCOMING RESOURCES		79757	52749	3988	136495	106275
RESOURCES USED						
Expenditure on Charitable Activities	3(a)	80354	10170	9324	99849	112763
Other Expenditure	3(b)	5659			5659	5921
Raising Funds	3(c)	249			249	812
TOTAL RESOURCES USED		86263	10170	9324	105757	119496
GENERAL & RESTRICTED FUNDS B/F		75097		17282	92379	152392
Surplus/ (Deficit)		(6505)	42579	(5336)	30737	(7965)
Transfers out		(2400)		(3178)	(5578)	(2880)
Transfers in				5578	5578	2880
Gains & losses		301			301	701
GENERAL & RESTRICTED FUNDS C/F		66492	42579	14346	123419	145128
TOTAL Funds Represented by						
Agency accounts					(192)	(1449)
Cash at bank and in hand					74816	28082
Creditors : Amounts falling due in one year					(2884)	(3000)
Debtors					2006	13993
Investments					5506	5201
Tangible assets					96916	102301
TOTAL FUNDS					176168	145128

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
For the year ended 31st December 2020

	Note	2020 £	2019 £
FIXED ASSETS			
Tangible fixed assets	5(a)	96916	102301
Investment Assets	5(b)	5505	5201
Total fixed assets		102421	107502
CURRENT ASSETS			
Debtors & prepayments	6	2005	13992
Agency fees			
Cash at bank and in hand		74816	28082
Total current assets		76821	42074
LIABILITIES:			
Agency Accounts		(191)	(1448)
Creditors: Amounts falling due in one year		(2883)	(3000)
Total Liabilities	7	(3074)	(4448)
NET ASSETS surplus (deficit)		176168	145128
Reserves			
Excess/(Deficit)		31040	(7964)
Reserves		145128	152392
Total Reserves		176168	144428
Represented by			
Unrestricted		22327	127846
Fixed Assets		96916	
Restricted		14346	17282
Designated		42579	
		176168	145128

PAROCHIAL CHURCH COUNCIL OF ST MARY'S GARFORTH
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2020

1. ACCOUNTING POLICIES

The financial statements have been prepared under the Charities Act 2011 and in accordance with Church Accounting Regulations 2006 governing the individual accounting standards and the Statement of Recommended Practice, Accounting Reporting by Charities (SORP 2005)

The financial statements have been prepared under the historical cost convention except for the valuation of investment assets, which are shown at market value. 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 affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting

Unrestricted funds are funds which are spent on the PCC's general purposes.

Restricted funds are designated by the donor for a particular purpose. The restricted are H & WP Organ fund, Fabric fund and Mission.

Incoming Resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SOFA) when:

1. The PCC becomes legally entitled to the benefit of use of the resources;
2. The ultimate receipt is virtually certain and
3. The monetary value can be measured with sufficient reliability

Fund-raising costs

Funds raised from events and sales of books are reported gross in the SOFA that is before any related costs that may have been deducted from the gross proceeds.

Grants and Donations

Grants and donations are included in the SOFA when any preconditions prevent their use by the PCC have been met. For collections and planned giving it is when the funds are received.

Gift Aid tax claims, etc on cash donations

Gift Aid and other tax claims are included in the SOFA at the same time as the cash donations to which they relate.

Gifts in kind

1. Gifts in kind are accounted for at a reasonable estimate of their value at the time of the gift to the PCC, if feasible, or else at the amount which is actually realised from their disposal.
2. Gifts in kind for sale to fund the PCC are included in the accounts at their estimated market value at the date of the gift, if feasible or else recognised when they are sold.
3. Gifts in kind for the PCC's own use are included in the SOFA as incoming resources when receivable and expended as and when they are consumed in use. Gifts of fixed assets, if material, are included in the balance sheet and expensed over the asset's useful economic life.

Donated services and facilities

These are included in incoming resources (and at the same time in resources expended) at the estimated value to the PCC of the service or facility received.

Volunteer help

The value of any volunteer help received is not included in the accounts but is described in the trustees' annual report.

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st December 2020

2. INCOMING RESOURCES

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	TOTAL 2019 £
Donations & Legacies	2(a)					
Other planned giving		51451		941	52392	52057
Loose plate collection		1773		226	1999	6190
Cash SCDS		73			73	511
Donations Appeals		2849		2514	5363	7166
Tax recoverable on gift aid		11336		180	11516	12721
Legacy			52749		52749	
Grants		914			914	
TOTAL		68397	52749	3862	125008	78645
Charitable Activities						
Fees from crematorium						59
Fee for weddings & funerals		3474			3474	11124
Other funds generated		315		100	415	4055
Parish Centre Lettings		3306			3306	9523
TOTAL		7095	0	100	7195	24761
Other Trading	2(b)					
Produce sales						54
Light the spire		664			664	565
Tea & coffee other		214			214	445
Tea & coffee Friday						1210
Bookstall sales fund raising						98
Parish Magazine income - advertising						140
Parish Magazine income - donations						
Job retention scheme		3114			3114	
TOTAL		3992	0	0	3992	2512
Investments	2(c)					
Bank & Building society interest		274		26	300	330
Insurance claim						5256
		274	0	26	300	5586
TOTAL INCOME		79758	52749	3988	136495	111504

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
 NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
 For the year ended 31st December 2020

3. RESOURCES USED

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2020 £	FUNDS 2019 £
Charitable Activities						
3(a)						
Missionary and Charitable giving						
Overseas:						
Home				200	200	563
Ministry: Parish Share	Historic Share Note 8	50000			50000	70076
clergy expenses		1109			1109	1927
curate expenses		173			173	
other clergy costs		619			619	538
Education & Study Groups				115	115	734
Parish training & mission				287	287	216
Insurance		4119			4119	3866
Telephone & broadband		1591			1591	1488
Photocopier		854			854	411
Church misc		2598		174	2772	1445
Church maintenance		14		5189	5203	8875
Cleaning		220			220	67
Salaries		10484			10484	9846
Upkeep of services		213			213	810
Administration		507		112	619	1050
Visiting Organist		120			120	210
Electric		977			977	1520
Gas		4489			4489	5348
Water		252			252	326
Magazine expenses						297
Printing & Stationary		1196		75	1271	895
IT equipment		198	10170		10368	
IT software		113			113	
Bookstall costs						92
CTIG		250			250	0
Organ Maintenance				487	487	993
Choir						861
Governance		250			250	250
						0
TOTAL		80354	10170	9324	99849	112763
Other Expenditure						
3(b)						
Flowers		119			119	96
Depreciation		5385			5385	5385
Bank charges		154			154	440
TOTAL		5658		0	5658	5921
Raising Funds						
3(c)						
Costs of fetes & other events		161			161	812
Costs of Stewardship		88			88	
TOTAL		249		0	249	812
TOTAL RESOURCES USED		86262	10170	9324	105757	119496

PAROCHIAL CHURCH COUNCIL OF ST MARY'S, GARFORTH
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

5 FIXED ASSETS FOR USE BY THE PCC

	Buildings	Furniture & Fittings	Total 2020
5(a) Tangible fixed Assets			
GROSS BOOK VALUE			
At 1 January 2020	215386	17078	232464
Additions	0	0	0
At 31st December 2020	215386	17078	232464
DEPRECIATION			
At 1 January 2020	(113085)	(17078)	(130163)
Additions	(5385)	0	(5385)
At 31st December 2020	(118470)	(17078)	(135548)
NET BOOK VALUE			
At 1 January 2020	102301	0	102301
At 31st December 2020	96916	0	96916

5(b) Investments

Organ Fund 8% Treasury Stock - historical cost- £72.97p	105
Kilburn Trust 229 shares in the CBF's Investment fund - historical cost £211.46p	4690
House Sale 1450 shares in thr CBF's Investment fund - historical cost £433.30p	710
	<u>5505</u>

6 DEBTORS

	Unrestricted	Restricted	Designated	TOTAL
Income Tax Recoverable	899	10		909
Prepayments and accrued income	758	338		1096
Other Debtors				0
	<u>1657</u>	<u>348</u>	<u>0</u>	<u>2005</u>

7 LIABILITIES: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted	Restricted	Designated	TOTAL
Accruals and deferred income	2183			2183
Creditors for goods and services				
Other Creditors	191		700	891
	<u>2374</u>	<u>0</u>	<u>700</u>	<u>3074</u>

8 Parish Share

Historic Opening Balance	62609
Share unpaid this year	26827
Paid this year	
Write off By Diocese	
Closing Balance	<u>89436</u>