

**St Wilfrid's Church, Calverley**  
**Annual Report**  
**and**  
**Financial Statements**  
**of the**  
**Parochial Church Council**

**for the year ended 31 December 2020**

Prepared for the  
Annual Parochial Church Meeting  
Monday 17th May 2021

**Incumbent**  
In Vacancy  
Canon Robin Gamble seconded from October 2020

**Bankers**  
National Westminster Bank plc  
New Line  
Greengates  
Bradford

C C L A Investment Management Ltd  
The C B F Church of England Fund  
80 Cheapside  
London EC2V 6DZ

**Independent Examiner**  
A Whalley FCA  
Carlton House, Grammar School Street,  
Bradford BD1 4 NS

**Registered Charity Number 1130921**

**ST. WILFRID'S PARISH CHURCH CALVERLEY**

**ANNUAL REPORT FOR 2020**

Background

St Wilfrid's, Calverley P.C.C. has the responsibility of co-operating with the Incumbent, in promoting in the ecclesiastical parish the whole mission of the Church, pastoral, evangelistic, social and ecumenical.

When planning our activities for the year, the incumbent and the PCC have considered the Charity Commission's guidance on public benefit and, in particular, the specific guidance on charities for the advancement of religion. In particular, we try to enable ordinary people to 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.

Missionary and outreach work.

To facilitate this work it is important that we maintain the fabric of St Wilfrid's Church and The Barn.

### **Structure Governance and Management**

St Wilfrid's Parish Church is situated in Calverley, Pudsey. It is part of the Diocese of Leeds within the Church of England. It is a corporate body established by the Church of England and a registered charity number 1130921. The correspondence address is The Parish Office, St Wilfrid's Parish Church, Town Gate, Calverley, Pudsey. LS28 5NF.

### **Membership**

Membership of the P.C.C. are either ex-officio or elected by the Annual Parochial Church Meeting (APCM) in accordance with the Church Representation Rules.

<i>Incumbent:</i>	Rev. Philip Arnold*	Chairperson (to Sept 2020)	7/7
	Canon Robin Gamble	Chairperson (from Oct 2020)	4/5
<i>Curate:</i>	Rev. Sue McWhinney*		10/12
<i>Wardens:</i>	Mrs Sandra Tempest*	Vice Chairperson	12/12
	Mr Dan Cohen*		11/12
<i>Representatives of the Deanery Synod:</i>			
	Mr John Corbin*	(to October 2020)	0/12
	Mrs Pauline Corbin	(to October 2020)	0/12
	Mrs Rachel Rudman	(from October 2020)	1/3
<i>Elected Members:</i>			
	Mr Stephen Batty*		11/12
	Mrs June Hopkinson	non voting Treasurer (to Oct 2020)	8/9
	Mrs Glenice Hutton*		7/12
	Mrs Mavis Johnson*	(resigned May 2020)	1/3
	Mr David Jubb*	(to October 2020)	8/9
	Mrs Susan Jubb*		10/12
	Mrs Rachel Marcus*		12/12
	Mr Matt Rudman*	(to October 2020)	
		then co-opted as Parish Rep	11/12
	Mrs Sylvia Cooke*		12/12
	Mrs Pauline Duxbury*		11/12
	Mrs Fiona Hainsworth*	(Secretary from Oct 2020)	11/12
	Mr Geoffrey Simpson*		5/12
	Mr Richard Crooks	(from October 2020)	3/4
	Mrs Julie Horan	(from October 2020)	4/4
	Mr Richard Jobes	(from October 2020)	4/4
	Mrs Kim Raja	(from October 2020)	4/4
	Mrs Nicola Lightfoot	non voting Treasurer (from Oct '20)	1/3
	Mrs Brenda Pickard	co-opted as Parish Rep (Oct '20)	4/5
<i>Ex-officio:</i>	Mrs Elizabeth Mason*	non voting Secretary (to Oct 2020)	0/9

\*Trustees

### **Committees**

The P.C.C. operates through Standing Committee between full meetings of the P.C.C. if needed.

### Chairman's Address

#### 2020 Vicar's Report St Wilfrid's Calverley

The first part of 2020 was dominated by the shift into lockdown in March and the church's response to the pandemic. On-line services, daily prayers, school assemblies and various zoom gatherings were quickly established and worked well. Great work was done especially by Toby Raistrick, Sue McWhinney, David Jubb, and John Corbin.

In addition there were various PCC discussions about St Wilfrid's overall vision, the life of the church, Bible Study and youth groups and the encouragement of new leaders etc Plans were also put in place for the repair of the church organ.

The summer was dominated by the re-opening of the church for Sunday services. A source of great joy was the wedding of Phil and Rachel Arnold. Their subsequent departure for Upper Armley parish in September brought both joy and sorrow.


Revd Canon Robin Gamble arrived in October with a brief to work with Sue and the leadership team to:-

- ♦ Take the congregation into a deeper 'walk with Jesus'.
- ♦ Find and develop new and younger leaders
- ♦ Continue the evangelistic impact of St Wilfrid's throughout the parish.

The autumn saw the two Sunday services growing, the further growth of a church leadership team and the preparation of a major celebration of Advent and Christmas. These celebrations subsequently happened with lots of special services making a huge demand on many but especially the Church Wardens for their careful implementation of Covid safeguards, Toby in charge of IT, Jonathan the organist and Becky his wife who sang a range of solos for us.

Many attended at Christmas time and there seemed to be real sense of blessings amongst everyone.

Revd Canon Robin Gamble

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### **Standing Committee**

This is the only committee required by law. It has the power to transact the business of the P.C.C. between meetings, subject to any directions given by the council. (Full Terms of Reference & Procedures available on request). It did not meet during this year.

### **Church Attendance**

There are 110 persons on the Electoral Roll, of whom 73 are resident in the parish, and 37 non resident. The usual Sunday attendance was 123 but this number increased at festivals, baptisms and special services.

### **The Parochial Church Council**

The P.C.C. met on 12 occasions during the year, including a Section 11 meeting on 2nd November, and a Section 12 meeting on 30th November, with an average attendance of 12 from a maximum of 16 elected members.

### **Major areas of Parochial, Deanery and Diocesan concern addressed by PCC were:-**

Church Vision, Discipleship, Youth and Children's work, arrangements required due to COVID, online services, preparing for Vacancy, Finances, and Safeguarding were addressed in PCC meetings. In September it was agreed to spend £1600 on live streaming equipment (£1000 of this was paid for by a diocesan mission grant).

### **Staffing**

Revd Sue McWhinney was seconded to cover the Vacancy in Farsley in January. John Corbin continued in his role as church manager (setting up for services and events) paid for 5 hours per week. PCC agreed to pay Toby Raistrick for 2 and a half hours a week from September for his work on the church's online presence, and June Hopkinson (Church Administrator) stepped down from her role at the end of September. Revd Sue McWhinney agreed to cover the church administrator's role until a replacement was appointed. The funding for Isaac Edwards' role in developing youth worship finished in September.

### **Resources Income**

The income from donors by way of regular giving, tax recovery, plate and gift day was £94,032 (£100,219 in 2019), £3,054 (£3,615 in 2019) of which is restricted funds, **a decrease of 6% on the previous year.**

The total income was £115,425 (£142,729 in 2019) **a decrease of 19% on the previous year.**

### **Resources Used**

The mission giving for the year, to each of the five mission agencies, namely Church Pastoral Aid Society, Tearfund, South American Mission Society (now part of CMS), Church Army (Sorted), Church Mission Society (Azaria Spencer support) was £1,628, £2,152, £3,300, £2,152 and £1,628 respectively. £1,200 was also donated to Jesus Shaped People.

Total expenditure was £118,786 (£127,607 in 2019) **a decrease of 17% on the previous year.**

### **Reserves Policy**

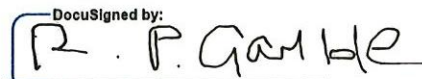
It is PCC policy to try to maintain a balance on free reserves (net current assets) which equates to at least three months unrestricted payments. This is equivalent to £32,000. It is held to smooth out fluctuations in cash flow and to meet emergencies. The balance of the free reserves at the end of the year was £96,550 which is higher than this target but which includes a legacy amount of £24,104.70, the use of which has yet to be decided.

Restricted funds (fabric, graveyard and youth work) comprise £27,359 of fixed assets and £26,046 of current assets. Of the current assets £24,742 is held with the CCLA Church of England Deposit Fund and £1,304 is held in the current account.

### **The Diocesan Share**

The share, a proportion of which meets the stipend, pension and housing costs of the clergy, was £56,697 (£51,543 in 2019) an increase of 10% on the previous year. The share is allocated on a formula, which has been agreed by the new Diocese. The current year's Share has been paid in full.

The Trustees Report was approved by the Parochial Church Council on 19th April 2021

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Canon Robin Gamble

Chairman of the Meeting.

**Parochial Church Council of St Wilfrid's Calverley**  
**Independent examiner's report**

I report on the accounts if the Parochial Church Council of St Wilfrid, Calverley (the church) for the year ended 31 December 2020

**RESPECTIVE RESPONSIBILITIES OF THE PCC AND THE EXAMINER**

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

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act;
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act; and
- To state whether particular matters have come to my attention

**BASIS OF INDEPENDENT EXAMINERS REPORT**

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

**INDEPENDENT EXAMINER'S STATEMENT**

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 financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

Alison Whalley FCA  
Naylor Wintersgill  
Carlton House  
Grammar School Street  
Bradford BD1 4NS



**Parochial Church Council of St Wilfrid, Calverley**

**Statement of financial activities for the year ended  
31 December 2020**

	Note	Unre- stricted Funds	Restrict- ed Funds	Endow- ment Funds	Total Funds 2020	Unre- stricted Funds 2019	Re- stricted Funds 2019	Endow- ment Funds 2019	Total Funds 2019
		£	£	£	£	£	£	£	£
<b>Income from:</b>									
Donations and legacies	2a	90,978	3,054	-	94,032	96,604	3,615	-	100,219
Other trading activities	2b	1,210	-	-	1,210	7,204	-	-	7,204
Investments	2c	278	108	530	916	256	189	524	969
Church activities	2d	15,662	3,605	-	19,267	14,953	6,051	-	21,004
Other Sources	2e	-	-	-	-	13,333	-	-	13,333
<b>Total Income</b>		<b>108,128</b>	<b>6,767</b>	<b>530</b>	<b>115,425</b>	<b>132,350</b>	<b>9,855</b>	<b>524</b>	<b>142,729</b>
<b>RESOURCES EXPENDED:</b>									
Church activities	3	106,711	11,795	280	118,786	115,524	12,083	-	127,607
<b>Total Expenditure</b>		<b>106,711</b>	<b>11,795</b>	<b>280</b>	<b>118,786</b>	<b>115,524</b>	<b>12,083</b>	<b>-</b>	<b>127,607</b>
Net gains on investments	6b	-	-	1,232	1,232	-	-	2,407	2,407
<b>Net Income / (Expenditure)</b>		<b>1,417</b>	<b>(5,028)</b>	<b>1,482</b>	<b>(2,129)</b>	<b>16,826</b>	<b>(2,228)</b>	<b>2,931</b>	<b>17,529</b>
Transfers between funds		(1,119)	1,119	-	-	-	-	-	-
<b>Net movement in Funds</b>		<b>298</b>	<b>(3,909)</b>	<b>1,482</b>	<b>(2,129)</b>	<b>16,826</b>	<b>(2,228)</b>	<b>2,931</b>	<b>17,529</b>
<b>RECONCILIATION OF FUNDS</b>									
Total funds b/fwd		96,252	57,314	23,651	177,217	81,831	57,057	20,800	159,688
<b>Total Funds carried forward</b>		<b>96,550</b>	<b>53,405</b>	<b>25,133</b>	<b>175,088</b>	<b>98,657</b>	<b>54,829</b>	<b>23,731</b>	<b>177,217</b>

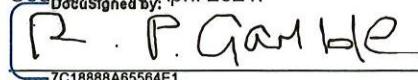


## Parochial Church Council of St Wilfrid, Calverley

## Balance Sheet at 31 December 2020

	Note	Unre- stricted Funds	Restrict- ed Funds	Endow- ment Funds	Total Funds 2020 £	Unre- stricted Funds	Restrict- ed Funds	Endow- ment Funds	Total Funds 2019 £
		£	£	£	£	£	£	£	£
<b>Fixed Assets</b>									
Tangible fixed assets	6a	-	27,359	-	27,359	-	30,239	-	30,239
Investments	6b	-	-	20,329	20,329	-	-	19,097	19,097
		-	27,359	20,329	47,688	-	30,329	19,097	49,336
<b>Current Assets</b>									
Debtors	8	17,839	-	-	17,839	18,638	-	-	18,638
Cash at bank and in hand		87,228	27,046	4,804	119,078	79,868	27,075	4,554	111,497
		105,067	27,046	4,804	136,917	98,506	27,075	4,554	130,135
<b>Liabilities</b>									
Creditors : amounts falling due in one year	9	8,517	1,000	-	9,517	2,254	-	-	2,254
Net Current as- sets		96,550	26,046	4,804	127,400	96,252	27,075	4,554	127,881
<b>Total net assets</b>		96,550	53,405	25,133	175,088	96,252	57,314	23,651	177,217
<b>PARISH FUNDS</b>									
Endowment	10	-	-	25,133	25,133	-	-	23,651	23,651
Unrestricted		96,550	-	-	95,798	96,252	-	-	96,252
Restricted	10	-	53,405	-	54,157	-	57,314	-	57,314
		96,550	53,405	25,133	175,088	96,252	57,314	23,651	177,217

The Balance Sheet, Statement of Financial Activities and notes thereto, together with the Annual Report for the year ended 31 December 2020 were approved by the Parochial Church Council on 19 April 2021.

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Chairman of the meeting

**Parochial Church Council of St Wilfrid, Calverley**

**Notes to the financial statements for the year ended 31 December 2020**

**1. ACCOUNTING POLICIES**

The Parochial Church Council of St Wilfrid, Calverley is a Parochial Church Council (PCC) registered in England and Wales number 1130921 and governed by its Power of Measure and Church Representation Rules.

**1.1 ACCOUNTING CONVENTION**

The accounts have been prepared in accordance with the PCC's Power of Measure and Church Representation Rules, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The PCC is a Public Benefit Entity as defined by FRS 102.

The accounts have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The accounts are prepared in sterling, which is the functional currency of the PCC. Monetary amounts in these financial statements are rounded to the nearest £.

**1.2 GOING CONCERN**

At the time of approving the accounts, the Members have a reasonable expectation that the PCC has adequate resources to continue in operational existence for the foreseeable future. Thus the Members continue to adopt the going concern basis of accounting in preparing the accounts.

**1.3 FUNDS**

Unrestricted funds are general funds which can be used for PCC ordinary purposes.

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

Restricted funds represent (a) income from trusts or endowments which may be expended only on those restricted objects provided in the terms of the trust or bequest, and (b) donations or grants received for a specific object or invite by the PCC for a special object. The funds may only be expended on the specific object for which they were given. Any balance remaining unspent at the end of each year must be carried forward as a balance on the fund. The PCC does not usually invest separately for each fund. Where there is no separate investment, interest is apportioned to individual funds on an average balance basis.

**Parochial Church Council of St Wilfrid, Calverley**

**Notes to the financial statements for the year ended 31 December 2020**

**1.4 INCOME**

Planned giving, collections and donations are recognised when received. Tax refunds are recognised when the income to which they relate is received. Grants and legacies are accounted for when the PCC is legally entitled to the amount due. Dividends are accounted for when receivable. All other income is recognised when it is received. All income is accounted for gross.

**1.5 EXPENDITURE**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under heading that aggregate all costs related to the category. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**1.6 FIXED ASSETS**

Consecrated and benefice property is not included in the accounts in accordance with s.10 of the Charities Act 2011. Equipment used within the church premises has been written off in the year of acquisition.

Moveable church furnishings are capitalised at cost and depreciated over their useful economic life other than where insufficient cost information is available. In this case the item is not capitalised, but all items are included in the Church's inventory in any case.

Depreciation is calculated to write off the capitalised cost of fixed assets less their anticipated residual fair value over their estimated useful lives as follows:

- Fixtures and Fittings	20 years and 3 years straight line
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Investments quoted on a recognised stock exchange or whose value derives from them are valued at market value at the year end.

**1.7 CASH AND CASH EQUIVALENTS**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**Parochial Church Council of St Wilfrid, Calverley**  
**Notes to the financial statements for the year ended 31 December 2020**

**1.8 FINANCIAL INSTRUMENTS**

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

**De-recognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

**Parochial Church Council of St Wilfrid, Calverley**  
**Notes to the financial statements for the year ended 31 December 2020**

**1.9 EMPLOYMENT BENEFITS**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the PCC is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**1.10 RETIREMENT BENEFITS**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

## Parochial Church Council of St Wilfrid, Calverley

## Notes to the financial statements (continued)

	Unre- stricted Funds	Restrict- ed Funds	Endow- ment Funds	Total Funds	Unre- stricted Funds	Re- stricted Funds	Endow- ment Funds	Total Funds
	£	£	£	2020 £	£	£	£	2019 £
<b>2 Income :</b>								
<b>2a Donations &amp; legacies</b>								
Planned giving								
Gift Aid donations	66,574	-	-	66,574	62,156	-	-	62,156
Tax recoverable	16,596	-	-	16,596	15,993	-	-	15,993
Other	-	-	-	-	7,893	615	-	8,508
Open plate collections	2,698	-	-	2,698	10,562	-	-	10,562
Chair fundraising	-	-	-	-	-	3,000	-	3,000
Grants	2,067	2,141	-	4,208	-	-	-	-
Donations and appeals	3,043	913	-	3,956	-	-	-	-
	90,978	3,054	-	94,032	96,604	3,615	-	100,219
<b>2b Other trading activities</b>								
Coffee Shop	1,176	-	-	1,176	5,570	-	-	5,570
Other fund raising	34	-	-	34	1,634	-	-	1,634
	1,210	-	-	1,210	7,204	-	-	7,204
<b>2c Income from invest- ments</b>								
Dividends and interest including tax recoverable	278	108	530	916	256	189	524	969
	278	108	530	916	256	189	524	969
<b>2d Income from Church activities</b>								
Church Hall lettings	13,965	-	-	13,965	11,340	-	-	11,340
Church Hall lettings	-	851	-	851	-	2,306	-	2,306
Children's activities Fees	1,697	2,754	-	4,451	3,613	3,746	-	7,358
	15,662	3,605	-	19,267	14,953	6,051	-	21,004
<b>2e Other Income</b>								
Historic share re- lieved Insurance claim	-	-	-	-	13,333	-	-	13,333
	-	-	-	-	13,333	-	-	13,333
<b>Total Income</b>	<b>108,128</b>	<b>6,767</b>	<b>530</b>	<b>115,425</b>	<b>132,350</b>	<b>9,855</b>	<b>524</b>	<b>142,729</b>

# Parochial Church Council of St Wilfrid, Calverley

## Notes to the financial statements (continued)

	Unre- stricted Funds	Restrict- ed Funds	Endow- ment Funds	Total Funds	Unre- stricted Funds	Re- stricted Funds	Endow- ment Funds	Total Funds
	£	£	£	2020 £	£	£	£	2019 £
<b>3 Expenditure :</b>								
3 Church activities								
a Mission and charitable giving								
Overseas								
CMS	1,628	-	-	1,628	1,628	-	-	1,628
SAMS	3,300	-	-	3,300	3,300	-	-	3,300
Tearfund	2,152	-	-	2,152	2,152	-	-	2,152
Home								
CPAS	1,628	-	-	1,628	1,628	-	-	1,628
Church Army	2,152	-	-	2,152	2,152	-	-	2,152
Jesus Shaped	1,200	-	-	1,200	1,200	-	-	1,200
People								
	12,060	-	-	12,060	12,060	-	-	12,060
Ministry								
Diocesan Share	56,697	-	-	56,697	51,543	-	-	51,543
Other ministry costs	1,010	-	-	1,010	1,068	-	-	1,068
Church running and maintenance costs	20,928	3,349	280	24,557	29,196	1,895	-	31,091
Churchyard upkeep	-	2,911	-	2,911	-	2,552	-	2,552
Church Hall costs	6,535	-	-	6,535	11,658	-	-	11,658
Printing and stationery	1,002	-	-	1,002	959	-	-	959
Church re-ordering costs	-	-	-	-	-	-	-	-
Depreciation	-	2,880	-	2,880	-	2,327	-	2,327
	86,172	9,140	280	95,592	94,424	6,774	-	101,198
3 Coffee shop	307	-	-	307	1,520	-	-	1,520
b Children's Work	-	762	-	762	-	2,714	-	2,714
	307	762	-	1,069	1,520	2,714	-	4,234
3 Governance costs								
c Independent Examiners Fee	558	-	-	558	534	-	-	534
3 Other staff costs/fees	7,614	1,893	-	9,507	6,986	2,595	-	9,581
d								
<b>Total Expenditure</b>	<b>106,711</b>	<b>11,795</b>	<b>280</b>	<b>118,786</b>	<b>115,524</b>	<b>12,083</b>	<b>-</b>	<b>127,607</b>

**Parochial Church Council of St Wilfrid, Calverley****Notes to the financial statements (continued)  
for the year ended 31 December 2020****STAFF COSTS****4a. Number of employees**

The average monthly number of employees during the year was:

	2020	2019
	3	3
Employment costs		
	2020	2019
	£	£
Wages and salaries	9,507	9,581

No employee earned over £60,000 in the current or previous year.

**5 TAXATION**

As a charity the PCC is exempt from tax on income falling within part II of the Corporation Tax Act 2010.

**6. FIXED ASSETS****6a. Tangible Assets**

	Fixtures & Fittings
Cost	£
At 1 January 2020	36,027
Additions	
At 31 December 2020	36,027
Depreciation	
At 1 January 2020	5,788
Charge for the year	2,880
At 31 December 2020	8,668
Net book value	
At 31 December 2020	27,359
At 31 December 2019	30,239



**Parochial Church Council of St Wilfrid, Calverley**

**Notes to the financial statements (continued)**  
**for the year ended 31 December 2020**

	2020	2019
	£	£
6b. Investments		
Market value as at 1 January	18,097	16,690
Revaluation gain / (loss)	1,232	2,407
	<hr/>	<hr/>
Market value as at 31 December	20,329	19,097

The market value at 31 December 2020 represents investments in endowment funds

**7. Financial instruments**

	2020	2019
	£	£
Carrying amount of financial assets		
Debt instruments measured at amortised cost	854	649
	<hr/>	<hr/>
Carrying amount of financial liabilities		
Measured at amortised cost	9,517	2,254

**8. Debtors**

	2020	2020	2019	2019
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
Tax recoverable	16,596	-	15,993	-
VAT recoverable	389	-	1,909	-
Prepayments	854	-	649	-
Other debtors	-	-	87	-
	<hr/>	<hr/>	<hr/>	<hr/>
	17,839	-	18,638	-

**9. Liabilities**

Amounts falling due in one year:

	2020	2020	2019	2019
	Unrestricted	Restricted	Unrestricted	Restricted
	£	£	£	£
Accrual for utility and other costs	8,518	1,000	2,234	-
Other creditors	133	-	20	-
Deferred income	866	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	9,517	1,000	2,254	-

## Parochial Church Council of St Wilfrid, Calverley

### Notes to the financial statements (continued)

#### 10. Funds

The restricted funds comprise the graveyard, children/youthwork, and fabric (reordering) funds.

The endowment funds comprise the following funds: poor (Parochial), insurance (John Stead Trust), graveyard, incumbent (W Blackett bequest) and chancel (T H Gray bequest)

#### Restricted funds

	At 1 January 2020	Income	Expenditure	Transfers	At 31 December 2020
Graveyard	14,861	1,774	(2,911)	-	13,724
Fixed Asset Fund	30,239	-	(2,880)	-	27,359
Children and Youth	12,214	2,753	(2,655)	-	12,312
Funeral Fees	-	1,240	(1,240)	-	-
Fabric Fund	-	-	-	10	10
Livestreaming Project	-	1,000	(2,109)	1,109	-
<b>Total</b>	<b>57,314</b>	<b>6,767</b>	<b>(11,795)</b>	<b>1,119</b>	<b>53,405</b>

#### Restricted funds –2019

	At 1 January 2019	Income	Expenditure	Transfers	At 31 De- cember 2019
Graveyard	14,839	2,574	(2,552)	-	14,861
Fixed Asset Fund	30,081	-	(2,327)	2,485	30,239
Children	12,137	5,386	(5,309)	-	12,214
Funeral Fees	-	1,355	(1,355)	-	-
Bell Ringers	-	540	(540)	-	-
<b>Total</b>	<b>57,057</b>	<b>9,855</b>	<b>(12,083)</b>	<b>2,485</b>	<b>57,314</b>

	At 1 January 2020	Income	Expenditure	Transfers	At 31 December 2020
<b>General Funds</b>	<b>96,252</b>	<b>108,128</b>	<b>(106,711)</b>	<b>(1,119)</b>	<b>96,550</b>
	At 1 January 2019	Income	Expenditure	Transfers	At 31 De- cember 2019
General Funds– 2019	81,831	132,350	(115,524)	(2,405)	96,252

**Parochial Church Council of St Wilfrid, Calverley**  
**Notes to the financial statements (continued)**

**Endowment funds**

	At 1 January 2020	Income	Expenditure	Gains	At 31 December 2020
Parochial	6,850	126	-	246	7,222
Insurance	5,760	156	(80)	359	6,195
Graveyard	1,352	-	-	90	1,442
Incumbent	9,125	248	(200)	517	9,690
Chancel	564	-	-	20	584
<b>Total</b>	<b>23,651</b>	<b>530</b>	<b>(280)</b>	<b>1,232</b>	<b>25,133</b>

	At 1 January 2019	Income	Expenditure	Gains	At 31 December 2019
Endowment funds—2019					
Parochial	6,277	130	-	443	6,850
Insurance	4,857	151	(80)	832	5,760
Graveyard	1,163	-	-	189	1,352
Incumbent	7,951	243	-	931	9,125
Chancel	522	-	-	12	564
<b>Total</b>	<b>20,800</b>	<b>524</b>	<b>(80)</b>	<b>2,407</b>	<b>23,651</b>

**11. Analysis of net assets**

	Unrestricted Funds £	Restricted funds £	Endowment funds £	Total Funds £
Tangible fixed assets	-	27,359		27,359
Investment fixed assets	-		20,329	20,329
Current assets	105,067	27,046	4,804	136,917
Liabilities			-	
All falling due within one year	(8,517)	(1,000)	-	(9,517)
	<b>96,550</b>	<b>53,405</b>	<b>25,133</b>	<b>175,088</b>

**Analysis of net assets—2019**

	Unrestricted Funds £	Restricted funds £	Endowment funds £	Total Funds £
Tangible fixed assets	-	30,239	-	30,239
Investment fixed assets	-	-	19,097	19,097
Current assets	98,506	27,075	4,554	130,135
Liabilities				-
All falling due within one year	(2,254)	-	-	(2,254)
	<b>96,252</b>	<b>57,314</b>	<b>23,651</b>	<b>177,217</b>

**12. Related party transactions**

There were no disclosable related party transactions during the current or prior year. Payments amounting to £4,353 were made to three Trustees in the year for specific services provided outside of their trustee role, (2019: £2,557 to three Trustees). The remuneration of key management personnel is as follows:

	2020 £	2019 £	
Aggregate compensation	nil	nil	19

### **THE BARN**

The Barn has continued to be used morning and evening throughout the year by the pre and after school club of the Church of England School (the Play Academy) even during lockdown as it was open for key workers children. It was used by Barn Babies 3 mornings a week, for PCC meetings each month, for Pilates Classes, and for Church children to go in at sermon time most Sundays until the first lockdown. Unfortunately, due to COVID restrictions it's not been possible to continue these activities, but they will continue when all COVID restrictions are lifted.

**Sandra Tempest**

### **BARN BABIES**

Prior to COVID Barn Babies ran 3 sessions each week on a Monday, Wednesday, and Thursday morning term time only for children aged 0-3 years to attend with their parent/ Carer. The group has been temporarily suspended from March 2020 onwards due to COVID, but we hope to start up again when restrictions allow.

**Fiona Hainsworth, Barn Babies Co-ordinator**

### **BELL RINGERS**

Due to the COVID 19 virus, opportunities to ring the 'actual' bells at St Wilfrid's were limited to a brief window at the start of the year and then between May and September. Even then we were only able to ring four bells, due to the need for appropriate social distancing. This was far from ideal both from the point of view of the ringers and the congregation who usually enjoy hearing the bells. We were however pleased to get back into the routine of ringing for services and also that we were able to ring for both Phil and Rachel's wedding and also for Anna Crook's celebrations. The ringers have continued to practice their art 'online' thanks to a programme called Ringing Room. This has allowed us to explore new ringing methods and also to experience ringing up to twelve bells. We look forward to resuming our normal ringing at some point in 2021.

**Nicola Goode, Bellringing Correspondent.**

### **CHURCHYARD MAINTENANCE**

The last twelve months have highlighted the importance of the Churchyard environs as a valuable community asset as we progressed through the challenges presented by COVID 19. Its role as hub and safe haven for all the community has, in the opinion many taking advantage of its facilities, provided a vital and much needed source of health and mental wellbeing, particularly those affected by the sense of isolation and loneliness in the early days of the First Wave. The work of the Churchyard team has continued throughout the year with this in mind and within the ambit of the varying Lockdown restrictions from time to time. It's been a rewarding experience for the whole Team. There is more of the same during the coming year and new

volunteers are always welcome for the very demanding Mowing and Strimming duties and keeping the Beds, Borders and Churchyard as a whole looking cared for as an essential focal point for the community. The Christmas Lights project was very well received, and the Team are currently working on some much needed renovation and TLC for the Bench at the bottom end of the Meadow; it's a favourite spot for families or, many just looking for an opportunity for quiet contemplation in beautiful surroundings. Our animals continue to be an added attraction to all, especially children and families visiting the churchyard, with Pablo and Geoffrey the stars of the show. Sadly we lost their companion Kylo at the beginning of the first Lockdown. A big thank you to our Church and community volunteers who ensure that our beautiful friends are fed and watered daily. The Team pass on their regards and best wishes to David Badger for a speedy recovery and look forward to seeing him and Sonia back with us in time for the Spring sunshine and to witness again the stunning Daffodil display.

**Pat Kelly for the Churchyard Team**

#### **COMMUNITY COFFEE SHOP**

Since the lockdown announcement in March 2020 Coffee Shop has been closed. It is the intention to reopen as soon as we can do so safely. After such a lapse of time it may be necessary to recruit additional volunteers, so please consider whether you would be willing to join the team when the time comes to enable this valued community service to continue.

**Margaret Roundhill.**

#### **DEANERY SYNOD**

Deanery Synod now meets 4 times a year, two being Joint Leeds Synods, and two being Armley-only, and they are always interesting and informative, with a major theme for the evening, time for discussion with reps from other churches, and input from Bishop Paul and Archdeacon Paul. In January (Armley only) we discussed the new diocesan strategy, how we could use it as a resource, and how it might work alongside what we are already doing in our parishes. The Joint Synod in March had a focus on lay training, with a presentation by Revd Angela Hannafin on the range of courses now available. See <https://learning.leeds.anglican.org/> A number of participants shared their experience of using the Discovery course, and synod members discussed in groups what training they had appreciated in the past, and would value for the future. The planned Armley deanery meeting for July was cancelled because of the pandemic situation. The subject in October (a Joint Synod on Zoom) was health and wellbeing, with an interesting presentation from Revd Dr Gillian Straine (Guild of St Raphael) on what the healing ministry is, that it is about having a full, right relationship with God, and is not just physical healing, and she explained that it can involve sacramental ministry, pastoral care, and dying well.

The meeting also heard from Revd Canon Ben Rhodes, head of chaplaincy, Leeds teaching hospitals, about the role of chaplains and the impact of COVID in Leeds. Your reps, John and Pauline until October, and now Rachel Rudman, as well as myself and Robin Gamble report back to PCC as needed, and appreciate this opportunity to engage with other parishes in the Leeds area.

**Revd Sue McWhinney (Armley Deanery Secretary).**

### **FABRIC**

All the necessary checks servicing and maintenance requirements were carried out. Two new Fire Extinguishers were replaced to meet with current regulations. Two new chalices have been purchased (funded by donations). We are currently awaiting our 5 Year Quinquennial Inspection but this has been delayed due to COVID restrictions.

**Sandra Tempest and Dan Cohen (Churchwardens)**

### **FLOWER ARRANGING**

#### **Church Flower Arranging Team**

2020 was a very different year for us all due to Covid 19 restrictions as we were not able to decorate the Church as normal. Unfortunately due to church being closed at Easter, there could be no flower arranging in church, but some floral crosses were placed on the metal gates at the entrance. In July, Kim Pollard and myself were able to do floral arrangements for Rev Phil and Rachel's Wedding. It was much appreciated by all concerned and gave Kim and myself great pleasure. Harvest was a great celebration and the flower team decorated the Church with great enthusiasm with the hydrangeas lasting for several weeks. Next was Christmas. This year we added tiny fairy lights to the window displays which were admired by many as were all the displays which seemed to lift everyone's spirits. A very big thank you to the "Flower Ladies" who worked so hard.

**Communion Table Rota.** Due to the Church being closed for many weeks during 2020, the flower rota was briefly suspended as it is again at the present time and I am grateful to everyone concerned for their understanding during this time. The rota will be resumed when restrictions allow.

**Julie Horan**

### **GIFT AID**

Despite the vagaries of lockdown and the restrictions on worship, our regular givers have maintained their faithful, regular financial commitment. Consequently our tax recovery for the year from HMRC was £16,599.15, received this January. Most giving is by standing order, although of the 80 regular givers some still prefer the envelope system. There is now also a facility to give online via the church website and using our card reader. I would encourage all taxpayers to complete a gift aid declaration to enable us to maximise our tax recovery and to review their giving regularly.

**Margaret Roundhill.**



### **HOME GROUPS**

Home Groups are the key way in which we offer pastoral care, and grow in fellowship as we learn and pray together. The pandemic has been a challenge, especially for those not able to meet online, but most of our 7 adult groups have kept in touch throughout the year either by meeting online, by phone, or by sharing written material. We appreciate the care and commitment of all our home group leaders. A Start course and a Moving On course for those new to faith were run at the beginning of 2020.

**Revd Sue McWhinney.**

### **LAY EUCHARISTIC MINISTRY AND PASTORAL CARE**

#### **Lay Eucharistic Ministry**

During January and February, we did our usual visits to administer communion at home to those unable to get to church and to our friends at Champion House. As we all know 2020 has been a difficult year to carry out our church ministries and unfortunately taking communion to those at home who are housebound has been impossible from the beginning of lockdown in March. We look forward to resuming this ministry as soon as we can.

#### **Pastoral Care**

Again, this has proven difficult since March although in some ways has become more important. Some members of church have been supporting those who cannot get out by doing their shopping and making telephone calls. It is always important and especially during this difficult time of pandemic, that we do keep in touch with all our church family, and if you or someone you know needs prayer or support in some way then please get in touch with John (07811 769853) or Pauline (07847 246434) or any member of our church leadership team.

**Pauline Corbin**

### **LICENCED LAY MINISTRY**

This is my first report as a LLM (Reader) at St. Wilfrid's. Having studied part time for four years, I was licensed eight years ago by Bishop Colin at Bradford Cathedral. My duties are varied and are set down in the Bishops' Regulations for Reader Ministry. Briefly these consist of preaching and teaching, helping to lead worship, taking funerals, and helping, with others, to undertake pastoral visits and offering home communion when required. Unfortunately, COVID restriction have prevented pastoral home visits, but where possible pre-arranged doorstep calls have been possible and these with phone calls have helped me and others to keep in touch. During August and November, I was invited by The Royal British Legion to lead prayers at Calverley Cenotaph in commemoration of VJ Day and Remembrance Day. It was a great honour. During the first lockdown our

services went online, including Morning Prayer. Initially Phil and myself covered this, and it was a blessing for me to find different locations in the village to do this, including the park, the woods, both school playgrounds, and Champion House as well as the churchyard. It has been a privilege to have taken 40 funerals during my time at St. Wilfrid's, seven of which have been since the start of the first Lockdown. I hope to continue serving both Our Lord, this Church, and the community for many more years, and I take this opportunity to thank Pauline and all members of the Church family who have supported me throughout my ministry.

**John Corbin Licenced Lay Minister**

### **MARRIAGE COURSES**

Phil Arnold ran a Marriage Preparation Course in January and February, for a number of couples hoping to get married in 2020, hosted by Fiona and Adam Hainsworth, which went well, though many of the weddings had to be postponed due to COVID.

**Revd Sue McWhinney**

### **MESSY CHURCH**

Messy Church met in church in January and February but we were unable to meet in church from March onwards due to the COVID Lockdown. We decided to attempt an online Messy Church in August, which proved successful, so online Messy continued from September to December.

**Brenda and the 'Messy' team**

### **MISSION PARTNERS**

The vital work of financial and prayer support for mission is a core role of our church, taking God's love to the world. We continue to support:-

- ♦ CMS partner Azaria Spencer, who is doing an amazing job working with street children in Guatamala City, and whose work we highlighted in services in June. We also support CMS in general for their work in South America.
- ♦ Sorted (Church Army) working with disadvantaged young people in Bradford. Tracy Milne reports that during lockdown they have been busier than ever, making wellbeing calls (in excess of 3000), delivering wellbeing packs, 'food and eat' (a scheme that delivers food and a recipe in a box weekly for young vulnerable people to learn to cook healthy meals for themselves and their families), schools work and detached work (garden gate visits).
- ♦ CPAS who work with young people and in leadership development, as well as managing the 700 CPAS-patronage churches. They do a valuable job, and both Phil and Sue have benefitted from their training.
- ♦ TEARFUND, who offer relief and development in places that are



desperate for their support.

- ♦ Jesus Shaped People (JSP) whose material we have pioneered here, and whose good work continues to expand in the UK.

**Revd Sue McWhinney**

#### **'OPEN THE BOOK'**

Following the announcement of lockdown in March last year Open the Book have not been able to visit school for Assemblies, however the team were able to give to all KS1 children in both schools a copy of the book "It begins in Bethlehem." The team also recorded and sent to schools a video of different members reading the story to them. We hope to resume our activities as soon as we are allowed and are delighted to learn that Parkside school will be keen to welcome us too. This means of course that we need to expand the team and we would welcome new members.

**Margaret Roundhill.**

#### **ORGANIST'S REPORT AND ST WILFRID'S SINGERS**

We are fortunate to have a 125 year old Binns organ at St Wilfrid's. The organ was regularly played at the 9am service during 2020 when the church was open for public worship, videoed for the Remembrance service and was also played in the carol services, Midnight Communion and Christmas Day, at times with the addition of solo pieces sung by my wife Becky. Plans were in place to have a number of fund raising events during 2020, to follow on from the success of the Heritage Weekend in Autumn 2019, to raise money for the restoration of the organ, which is due to take place in Summer 2021. These plans had to be put on hold until the Pandemic restrictions are lifted, when they will continue in earnest. Following on from the successes of the St Wilfrid's Singers participation in previous Christmas Carol services, it was planned that they would support the worship at some of the Easter and Holy Week services in 2020. Rehearsals had already started for this when the Pandemic hit, so, sadly, had to be cancelled. We WILL return.

**Jonathan Lacey - Organist**

#### **OUTREACH CHILDREN'S WORK**

Sadly, we were unable to invite children into church for 'What's the Story about Easter', neither could we run our usual Stained Glass and Heritage Trail workshops. However, a small team did manage to take 'What's the Story about Christmas' into Parkside School (between a second lockdown and Christmas) and the team also filmed the story for the schools to watch via an internet link. The craft story chains were individually packed by the team and taken into the schools so the children could do the craft which is normally part of the experience.

**Brenda and the What's the Story team**

### **PARENTING TEENAGERS COURSE**

We were unable to run any parenting courses this year due to COVID, but we plan to do so again when we are able to.

**Revd Sue McWhinney**

### **SAFEGUARDING**

*'The Church of England, its archbishops, bishops, clergy and leaders are committed to safeguarding as an integral part of the life and ministry of the Church.'* Despite the fact that much of our contact with people throughout the year was via online services safeguarding continues to be a priority. All volunteers working with our children and young people are required to have DBS (Disclosure and Barring Service) checks and complete Diocesan safeguarding training. In 2020 there were no safeguarding issues within St Wilfrid's. Anyone who has concerns regarding the safety of others within our church should speak to myself or the Diocesan Safeguarding Advisor or if the risk or danger is immediate ring the police. Contact details are available on our website.

**June Hopkinson, Parish Safeguarding Officer.**

### **SUNDAY CHILDREN'S GROUPS**

It has certainly been a strange 12 months! We had to suspend face to face children's work when churches closed during the first lockdown of 2020. Some of the leaders did some 'guest slots' in the online services which was really strange, and a little out of our comfort zones! We need to seek God's guidance on the way forward, and would really appreciate any suggestions or help as to how we may safely learn and grow together with our young people over the next few months.

**Kim Pollard.**

### **YOUTH DISCIPLESHIP**

At the start of the year we had up to 20 young people meeting in church on a Tuesday evening with our older teenagers taking a lead, for a time of worship, fellowship, and learning together using Youth Alpha videos and discussion. We had to stop meeting together in church shortly before the first lockdown of 2020, and then continued to meet on ZOOM until July which was both challenging and interesting! We did have some feedback that meeting on ZOOM on an evening, following a day on ZOOM or equivalent for school, was difficult, and so we did not re-start after the summer holidays, in the hope that we would soon be able to meet face to face. Sadly, that has not been possible yet. We would love some feedback from our young people, or their parents, as to how you think we can best connect as we move forwards. In reality social distancing will probably be with us for some time, and so meeting together may be difficult.

**Simon Pollard and Revd Sue McWhinney.**

**YOUTH WORSHIP BAND REPORT**

At the start of 2020 just before lockdown, the band and I led worship together on Sundays. We led worship every two weeks and had weekly practices that involved prayer and rehearsals for the Sunday service (big thank you to our chaperones!). The band helped to bring members of their families and more young people to church who were eager to get involved. All of the band members had a really great time worshipping and several of them experienced God's Holy Spirit in practices as well as services. The band had the privilege of playing on Revd Phil Arnold's last Sunday, which was a memorable way to send him off on his new exciting journey. Thanks to links with young people in other churches a few young musicians from church have supported monthly worship nights at a church in Bingley. I've really enjoyed leading this band, and it was great to see what young people can do in our Church.

**Isaac Edwards**

