

# APCM Reports for St James the Great Manston of the year 2025

Date of the meeting: Sunday 26<sup>th</sup> April 2026 at 9.45am

Enclosed in this pack are:

Reports for year 2025 - pages 2-7

Minutes from 2024 meeting – pages 8-10

Vicars report for 2025 – Pages 11-12

Additional papers – Statement of finances

# **ANNUAL REPORT AND FINANCIAL STATEMENTS OF THE PAROCHIAL CHURCH COUNCIL**

For the year ended 31 December 2025

**INCUMBENT:** The Revd. Daniel Miles

**Bank:** Yorkshire Bank

**Examiner:** Examined by Mrs Angela Dodds

## **BACKGROUND:**

St. James Church Manston 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.

## **MEMBERSHIP:**

Membership of the PCC are either ex officio or elected by the annual parochial church meeting in accordance with the Church Representation Rule.

During the year, the following served as members of the PCC.

<b>The Incumbent:</b>	The Revd. Daniel Miles
<b>Clergy:</b>	The Revd. Diane Lofthouse
<b>Licensed Lay Ministers</b>	Mrs Lisa Mahoney & Canon Ann Hemsworth PTO
<b>Church Warden</b>	Mrs Leanne Packman
<b>The representative on the Deanery Synod (ex officio to the PCC)</b>	Mrs. Lisa Mahoney, Miss Lindsey Sharp and Canon Ann Hemsworth

## **The elected members were:**

Julie Best, Barbara Dunkley, Joyce Sellers (co-opted), Leanne Owen, Iain Packman, Caroline Wainwright, Helen Wright, Steve Robinson, Sarah Goodall (resigned January 2026), Susie Hill

## **STANDING COMMITTEE AND COMMITTEE STRUCTURE:**

The Standing Committee is the only committee required by law. It has power to transact the business of the PCC between its meetings subject to any directions given by the Council. In addition to the business of the Standing Committee, work between PCCs has also been undertaken by sub committees/working groups, again under the direction of the Council.

**CHURCH ATTENDANCE for Worship** as reported for the 2025 National Statistics for Mission was: -

**CHURCH MEMBERSHIP/ATTENDANCE:** numbers on the Electoral Roll at the end of 2025 was 98. As of 11 April 2026, there have been some additions, and the total now sits at 106.

During the period Jan-Dec 2025 we had 13 baptisms 10 infant baptisms and 3 adults. There were 3 persons confirmed (1 adult and 2 children).

**Other OCCASIONAL OFFICES / PASTORAL SERVICES** 7 weddings and 15 funerals were conducted.

## **CHURCH ATTENDANCE for Worship.**

*This is a figure annually reported via the 'National Statistics for Mission' systems.*

The figures we were able to submit from Manston showed that in the "October Count" over the month we saw an attendance of 261 individuals. The usual Sunday attendance average is 63 people (adults and children), average weekly attendance 71.

The worshipping community total is 188 people is made up of 21 children (0-17) and 167 adults.

Easter attenders 91 and Christmas attenders 380 this does not include attenders at the two crib services as they are non eucharistic.

## **REVIEW OF THE YEAR:**

There have been regular meetings since the last report. All meetings opening with prayer and the meeting agenda must include finance and safeguarding.

The first meeting following the APCM is to appoint officers, Vice Chair, Secretary, Treasurer, Electoral Roll Officer and Safeguarding Officer. Groups and their leaders are established. Daniel continues to be chair with Leanne Packman Vice Chair, Ann Hemsworth Secretary, Iain Packman Treasurer and Electoral Roll Officer, Barbara Dunkley Safeguarding Officer, and Leanne Packman THE single Warden. This first meeting also adopted the Safeguarding policy setting out dates when training can take place, and it was agreed that the PCC meeting would meet in the first week of the month usually on a Wednesday. In addition, the name of the appointed accounts examiner is always agreed.

Bimonthly meetings have taken place, with an occasional extra one fitted in, if needed. Finance is always on the agenda and during the period covered it has been necessary to make decisions concerning application for a grant for warm spaces, and a booklet of the parochial finances. There has been a slight increase in our income, but as always, our expenditure often exceeds our income even though the Treasurer is always very careful to avoid any inappropriate payments. We were able to pay 81% of our share which was a 1% increase on the previous year.

We again held Lent lunches, partly to promote the season of Lent but also to raise some funds for a chosen charity and the church. Any food donations received were sent to the food bank at St Richards church.

Barbara Dunkley our Safeguarding Officer always ensures that any doing pastoral visits observe the proper procedure for safeguarding, especially if they are involved in any one-to-one visit. It is advised that, if possible, people ring in advance of a home visit, wear a name badge and if possible, visit in twos. If possible, a note should be left so that relatives of the visited person are aware of who has been and what has been said. In addition, Barbara ensures that DBS checks are in place where needed.

Essential repairs have been done in the hall and church, and the lighted memorial walkway is much appreciated.

As always, the PCC is grateful to everyone who ensures the safety of all using the church, church hall and other areas around the church. It is appreciated that many jobs are done unseen and unknown, St James is fortunate to have so many talented people who are willing, ready and able to use their talents.

**ANN HEMSWORTH**

## **THE TREASURERS REPORT**

Accounts are attached for 2025 which again has been a challenging year balancing expenditure with our income. Our income exceeds our expenditure for the year, our energy contracts which have been renewed at a higher price than we have enjoyed over the past three years have increased as we expected.

We have again increased our Parish share payment to achieve 82% of the request but still have a long way to go to pay the full amount requested by the Diocese. It is important we try to achieve payment in full as we receive more out than we put in

We start 2026 with a positive bank balance which is thanks to all those who give to the running of our church. We continue to pray that our income will meet our expenditure over the forthcoming year.

### **Reserves policy Unrestricted funds**

It is the PCC policy to hold in reserves the equivalent of three months unrestricted running costs of £3,428 excluding Parish Share. This is to cover any unexpected reduction in income or emergency situations that may arise.

**IAIN PACKMAN**

## **OTHER LEGAL REQUIRED REPORTS FOR THE AGM**

### **FROM THE CHURCH WARDENS:**

At the APCM in April 2025 Irene Parker stood down as churchwarden, following several years' consecutive service, a post she held during the Covid pandemic and a vacancy. I have been very grateful for the support she has given me personally during the 2 years we have worked together as Churchwardens, and for her continued help.

Hence this report has been written as sole Churchwarden. It was, however, identified following the APCM that amongst those serving the church, the roles of the second warden are being continued to be supported until another churchwarden is appointed.

In January the main boiler water pump failed, causing the loss of heating in church and hall and a small leak of water in the boiler room. This was identified quickly as the cause of the heating failure and Spencer's heating engineers attended promptly, replacing the pump as it could not be repaired, despite effort to do so, within 3 days. This was an unplanned expense at the start of the year. The boiler service took place in March.

The blue carpet on the upper area at the Lady Chapel Altar was identified to have a patch of mould that was a concern and was lifted to reduce the mould exposure to clergy. The floor was cleaned and nails removed. For the present the carpet will not be replaced.

In February the new chairs were purchased to allow more flexible use of the church and ensure seating was safe. They were delivered in March. The old wooden chairs were sold, and this was put towards the purchase of the new ones along with money raised by the congregation. A quantity of 100 were purchased with 10% of the chairs having arms, which several of the congregation have found helpful. The chairs are now easier to move, due to their lighter weight and stack ability, such as when school are in for worship and can be rearranged for social and community events. During the summer at a large wedding and during the Christmas crib services, it was identified that more chairs are needed and this will be an aim for 2026.

In March there was some work on the paving along the path towards school, though gardening team during weed clearing later in the summer identified further weak spots and these will require attention.

In April, Hydrofire attended to the service of the extinguishers and fire blankets in Church, Parish Hall and Office. Replacements were made as necessary.

With the change of chairs, the kneelers now need a new location. An audit was done of the kneelers using the existing log. The list is now in electronic format and with some more work will give a complete record.

The lightning conductor was inspected and passed. Requirements from Ecclesiastical Insurance are that it is inspected at least once every 4 years and the Archdeacon's advice is for inspection mid-Quinquennial so this will now be adopted following recent inspection every year.

The boiler at the kitchen end of Church was serviced. The batteries for the thermostat in the lobby were changed, as it had stopped working, but is now showing an error code that has been difficult to rectify and has to be manually overridden.

The bi-annual service of the organ and humidifier was undertaken in July by Watson and Watkins. It was identified that the humidifier was no longer working. Replacement had previously been suggested but the expense was hard to justify given the frequency the organ is played and the question being raised whether it was needed. The water was turned off by the engineer and was disinfected and greased. The plan would be to monitor and check humidity levels. The organ was also tuned by J M Spink in July and the humidifier discussed. They provided a hygrometer to monitor humidity levels as a drop to 40% humidity may affect the organ. The humidity has been steady and in range so far. Spink's will in future also service the blower. This supports a local company and reduces the service visits needed. The organ continues to be played once a month and at Easter and Christmas, and occasionally at funerals and weddings.

The gardening team continued with meeting on Tuesday evenings, weather permitting, to work on the churchyard and the mowers and strimmers were serviced at the start of the season. Community payback also came for a few sessions, but not with the same regularity as in the past. They have kept up to the hedge trimming.

PAT testing was undertaken of the items identified for retest.

In July, Tom Crooks attended to undertake the Quinquennial Inspection. The report for this is expected in the New Year. As there had also been another incident of water leaking in from the roof area of the Baptistry, he also attended with Martin Brooks Roofing to inspect the affected area. A slipped slate was identified and put back into place. No further issues of water leaks have been noted since.

I am supported in my role by an exceptional team of people who can fill the jobs I cannot do and have felt supported during a personally difficult year, which has shown what an excellent pastoral team this parish has.

**LEANNE PACKMAN**

### **EAST LEEDS DEANERY SYNOD**

The representatives from the parish on the Synod are, The Revd Daniel, Ann Hemsworth, Lisa Mahoney and Lindsey Sharpe. Regular meetings take place when business is discussed and each parish shares with the meeting the highlights of their parish. Appropriate details and circumstances are reported back to the PCC.

**ANN HEMSWORTH**

### **CHURCHES TOGETHER IN EAST LEEDS:**

Three meetings a year take place, when each Church from East Leeds is represented. Churches share with the meeting specific events and circumstances of their parish, and each parish is encouraged to join with other churches from East Leeds for specific events, Advent Sunday, Good Friday and Pentecost. It is important that the Christians in East Leeds are seen to be working together to ensure every effort is made to highlight the Christian Church and the work it does.

**ANN HEMSWORTH**

### **SAFEGUARDING:**

The Parish Safeguarding Officer primarily has the role of safeguarding the people of the Parish with particular focus on vulnerable adults, children, and young people and is a link between the parish and the diocese. To do this the PCC looks to follow the five standards of the National Safeguarding Standards: Our Parish.

Part of the role is to check those with a position of responsibility within the church. This has been completed for those on the PCC and with leading roles within the church. This is important for the safeguarding of those they serve and is an ongoing process. Further to this safeguarding training has continued throughout the year covering the leadership pathway, safer recruitment and people management pathway, basic awareness, foundation and awareness of domestic abuse. We have welcomed the Reverend Diane to our church and as she gets to know us is spreading her pastoral ministry amongst us, which we give thanks to the Lord for.

Any new member to the PCC or leading roll within the church will need to be DBS checked and complete appropriate safeguarding training. The training can be undertaken as a group and having found this worked well the offer is there in the year ahead for those who wish to undertake their training in this way.

Permission from the PCC for more non-church activities has been given to the Redeemer Church and Guides. All the non-church groups have received their hall agreement and safeguarding addendum. The PCC has also given permission for a church activity, the dementia hub. At present the junior choir is not currently active. Generations now includes Generations Sunday, (the second Sunday service in the month at 9.45am), Generations Teddy Praise, (formerly Teddy Praise) and Generations Brick Church, (formerly the Family Service).

A review of various policies has taken place, including appropriate boundaries, known offenders, ex-offenders, data protection and retention and compliance with GDPR. Review of the church fire risk assessment was completed and a new risk assessment created for full immersion baptism. The code of safer working practice and the five standards of safeguarding are displayed in church and the parish hall along with who to contact if there is a safeguarding matter and these contact details are also in the What's On communication. Names of groups to contact can be found in the black file at the back of church and the back of toilet doors.

Do stop and talk with me as the more I get to know the congregation, old and new, the more I can be aware of people's needs, and it is just great to stop and chat. Safeguarding is everyone's business and I thank all those who actively take part in safeguarding, helping us to have a community where safety, dignity, and care for all remains central to our church. I want to thank Caroline and the Reverend Daniel particularly for their continued support throughout the year.

**Barbara Dunkley, Parish Safeguarding Officer.**

## **APENDIX I - Copy of the Minutes from the 2025 APCM**

### **THE ANNUAL GENERAL MEETING OF THE PAROCHIAL CHURCH COUNCIL OF ST. JAMES THE GREAT MANSTON HELD ON SUNDAY 6 April 2025 9.45am in the church, during the Eucharistic Service in place of the sermon.**

**PRESENT:** The Revd Daniel Miles, in the Chair and 53 members of the community/congregation were present:

**APOLOGIES:** were received from Martin Sharp, Carol Sharp, Sarah Goodall Alaine Anderson one under 18

The congregation were reminded that the APCM should be an act of worship.

#### **ANNUAL VESTRY MEETING:**

For those on the Electoral Roll, or who are residents in the Parish.

**MINUTES OF THE LAST MEETING** having been circulated were taken as read and agreed as a correct record. It was proposed by Julie Best, seconded by Irene Parker with one against agreed by all they be adopted and signed as a correct record.

**MATTERS ARISING:** There were no matters arising

#### **ELECTION OF CHURCH WARDENS:**

Two Church Wardens are required to be nominated and elected at this meeting. Only one nomination has been received that of Leanne Packmanm, it was proposed by Lisa Mahoney seconded by Susie Hill and agreed by all that as there were no other nominations Leanne be appointed Church Warden

**Close of the Vestry meeting.**

#### **ANNUAL PAROCHIAL CHURCH MEETING:**

For those on the Electoral Roll.

**APOLOGIES:** as above

**MINUTES OF THE 2024 AGM** having been circulated were taken as read. There being no observations, corrections, or additions it was proposed by Marie Pearson seconded by Lindsey Sharp and agreed by all they be signed as a correct record.

**NOTICE OF ANY OTHER BUSINESS:** None

**MATTERS ARISING:** None were raised on the minutes and reports circulated.



**PARISH ANNUAL REPORT:** copies of all reports have been circulated and are attached to these minutes.

**Annual Financial Report.** The accounts having been circulated were taken as read. It was reported that due to a family bereavement it had not been possible for Mrs Susan Butcher to examine the accounts, an alternative examiner Mrs Angel Dodd had been identified approached and agreed to do the 2024 examination of accounts. The examined accounts will be submitted to an extraordinary meeting for their approval and adoption along with appointment of an examiner for the 2025 accounts.

Report of the PCC already circulated attached to these minutes and taken as read

**Report from Deanery Synod** already circulated attached to these minutes and taken as read

**Report from Churches Together** already circulated, attached to these minutes and taken as read

**Fabric Report** already circulated, attached to these minutes and taken as read.

**Report from Safeguarding** already circulated, attached to these minutes and taken as read.

#### **QUESTIONS RAISED RELATING TO REPORTS PRIOR TO THE MEETING:**

None

It was proposed by Heather Ryder, seconded by Jackie McDonald and agreed by all that the church accepts the reports as read (apart from the finance report)

**Electoral Roll report:** 98 names have been recorded, and it is anticipated that there are a few outstanding forms. This should bring the number to over 100 which will affect the number of places available for election to the PCC at next year's meeting

#### **APPOINTMENT TO PCC:**

Based on an electoral roll of 98 three people to be elected to the PCC. Four nominations were received. It was proposed that due to the electoral roll increasing after the close of the meeting we elect 3 people for a three-year term and co-opt the fourth for one year. It was proposed by Leanne Packman seconded by Helen Wright and agreed by all that Susie Hill, Julie Best, Steve Robinson be elected for three years and Joyce Sellars be co-opted for one year.

#### **CONCLUDING REMARKS BY THE PRIEST IN CHARGE.**

It is good to report that our Church Vision is beginning to be successful. We can see an increase in numbers, not necessarily at the 9.45 service but on other occasions both spiritual and secular. We are certainly reversing the decline and beginning to pay our way more successfully. We are still short of paying our full share, but we have increased our monthly contribution and when possible, we also send a contribution towards our deficit. We are moving towards being a church that can support other churches.

Reference was made to the distinct differences between a Priest in Charge and a Vicar. It should in no way be seen as a punishment to have an Interim Priest in Charge, it is a way to benefit the church in moving forward. As it stands in 2025 Daniel will be relicensed for a further three years. New targets will be discerned. Daniel with permission from the PCC and +Arun will take four weeks study leave at the end of August/start of September to pray, plan and write the next vision statement which will carry us through the next three-year period.

Thanks are extended to all who in any way contribute to our success special thanks was given to Irene Parker who has been church warden for the past five years.

The meeting closed with the intercession for the Eucharistic Service which continued

The proposed next APCM will be held on Sunday 26 April 2026

### **Extraordinary APCM held on the 11<sup>th</sup> May.**

As a result of the examined accounts not being ready in time for the Annual Parochial General meeting, they were not available to be approved and accepted during the APCM.

During the 9.45 Eucharistic Service on Sunday 11 May 2025, they were presented and it was proposed by Julie Best seconded by Irene Parker and agreed by 64 Members of the congregation they be approved and accepted.

It was further proposed by Lisa Mahoney, seconded by Jackie McDermid and agreed by all that Mrs. Angela Dodd be appointed examiner for the 2025 accounts.

### **A Year of Loss and Blessing**

The past year has brought both profound sadness and genuine blessings to our church community.

#### **Remembering Those We Have Lost**

We begin by remembering the members of our congregation who passed away this year. Losing friends and loved ones is always difficult, but when a community experiences multiple losses, the weight of grief can feel particularly heavy. These individuals had been part of our church family for many years, and many of you shared deep friendships with them, offering one another tremendous pastoral support.

On a personal note, this season has been a significant learning experience for me. I have had to navigate supporting others through their grief whilst processing my own. Standing before you to share sad news, honouring our departed friends at their funerals, and finding quiet moments to say my own goodbyes has been both challenging and deeply meaningful.

#### **A Growing Community**

On a more encouraging note, our church community has grown remarkably—we now number 188 people. This is truly wonderful! God is blessing us with individuals at every stage of their journey with Jesus, people who are eager to serve and to learn.

Of course, we don't see all 188 people gathered together on a Sunday morning for worship—though I pray that day will come! We have developed numerous ministries that allow us to worship together and meet people wherever they are in their lives. As a church, we are learning to shift our thinking: worship is not limited to Sunday attendance, but happens whenever we gather, and every person is a valued member of this community. One particularly joyful addition to our worshipping community has been the arrival of Reverend Diane Lofthouse, who has begun her ministry here. Diane brings a great deal to offer our community, and I look forward to continuing to work alongside her in the year ahead. Thank you, Diane, for answering God's call and joining our ministry team.

### **Strengthening Connections**

#### **Schools Partnership**

Our links with local schools are growing stronger. After three years of reaching out, I was finally able to visit John Smeaton Academy to speak with Year 11 students. They also visited our church to meet with Lisa and Diane—a wonderful step forward.

#### **Community Outreach**

Our connections with the wider community continue to deepen. The Community Fridge and Open Church have become established outreach activities. Our Christmas meal was a testament to this growth, with 50 people attending—an equal mix of regular worshippers and Community Fridge visitors. The sense of togetherness was truly special.

### **A New Vision for Our Church**

I am grateful to the Parochial Church Council (PCC) and the wider church community for allowing me time away from regular parish duties to pray, reflect, analyse, and develop a new vision plan for our church. This process took longer than expected—and in truth, it is a document that will never be truly finished, as God is always moving and we are part of that ongoing story.

We are already making progress towards this vision. The Vision Sunday launch, held the week before my licensing as Vicar, was a memorable occasion. That evening also brought the additional blessing of Bob Bailey being appointed Area Dean, with myself serving as Assistant Area Dean. While the service marked my formal appointment as Vicar, it was equally a celebration of how far we have come as a church community over the past three years. We have much to celebrate and to be proud of.

### **Financial Update**

Church finances are never straightforward to manage. However, thanks to your generosity and God's provision, we ended the financial year with a modest surplus. Even so, we were not able to meet our full Parish Share contribution—we achieved 82%, which represents an increase from the previous year and a 10% improvement since my arrival in 2022. The decision was made to put the surplus funds directly towards the first Parish Share payment of 2026.

A sincere thank you to Iain Packman for managing our finances, and to Gillian Harrison, Sue Wanty, Iain, and Leanne Packman for counting and banking our offerings.

### **Safeguarding**

Safeguarding within the Church of England has remained prominent in public discussion over the past eighteen months. At St James the Great, we take this responsibility seriously, and I am pleased to report that we manage safeguarding well. My thanks go to Barbara Dunkley for her ongoing dedication as Parish Safeguarding Officer. Credit is also due to everyone in our community who takes the time to complete training updates and remains vigilant in looking out for one another.

### **Buildings Update**

Our church buildings received their five-yearly inspection from the architect in July. The verbal report was positive, with only a few minor items of work required over the coming years.

The church hall remains a concern. The winter of 2025/26 was particularly harsh, and the hall has suffered from various leaks due to heavy rainfall. The hall is a valuable asset, and we will continue to monitor its condition and make decisions about how best to maintain it so that we can continue serving the community.

### **With Gratitude**

Finally, I am deeply grateful to everyone in this church who plays their part, whether in ways large or small. Each person following the call of Jesus helps our whole church to run smoothly.

In addition to those already mentioned, I would like to offer particular thanks to:

- **Ann Hemsworth** – Your wisdom, guidance, prayer, and administrative support for the PCC are always appreciated.
- **The Pastoral Care Team** – You do an outstanding job of looking out for and visiting members of our community.
- **Leanne Packman** – As Church Warden, you are both efficient and caring. You keep me on track with church life and ensure that I am looked after.

**PARISH CHURCH OF SAINT JAMES THE GREAT MANSTON**  
**(Charity no. 1131048)**  
**STATEMENT OF ASSETS & LIABILITIES YEAR ENDED 31 DECEMBER 2025**

	General Funds £	Restricted Funds	£ Endowment Funds	Total 2025 £	Total 2024 £
<b>CASH FUNDS</b>					
Cash	-				-
Bank Current Account	13,109			13,109	11,795
Appeal Bank Account	-	2,192		2,192	4,920
CBF Deposits	16,623		2,598	19,221	19,221
	<u>29,732</u>	<u>2,192</u>	<u>2,598</u>	<u>34,522</u>	<u>35,936</u>
<b>INVESTMENT FUNDS</b>					
227 shares in the CBF					
C of E Fixed Income Securities Fund			347	347	338
<b>LIABILITIES</b>					
Accruals	-				
	<u>29,732</u>	<u>2,192</u>	<u>2,945</u>	<u>34,869</u>	<u>36,274</u>
<b>PARISH FUNDS</b>					
Brought forward	28,418	4,920	2,936	36,274	33,903
Movement during the year	1,314 -	2,728	9 -	1,405	2,371
	<u>29,732</u>	<u>2,192</u>	<u>2,945</u>	<u>34,869</u>	<u>36,274</u>

**Funds held at -**

		Opening	Closing	Balance
Current account Virgin Money	05-00-50	11,795.17	13,109.38	1,314.21
Current account Virgin Money (used as the appeal account)	05-00-50	4,919.81	2,192.21	- 2,727.60
CBF Church of England Deposit fund Manston House fund	Client no. 630091	16,622.96	16,622.96	-
CBF Church of England Deposit fund	Account no 130001382D Manston CH R	2,597.67	2,597.67	-
CBF Church of England Fixed Interest Securities Fund - Incor	Account no. 130001010F - Manston Altar flowers	338.00	346.79	8.79
		<u>36,273.61</u>	<u>34,869.01</u>	- <b>1,404.60</b>

## Receipts and Payments Year ended 31 DECEMBER 2025

### Receipts

	CODE	2025	2024
<b>COLLECTIONS</b>			
Tax Efficient Planned Giving	101	28,059.00	28,559.50
Other Planned Giving	102	5,527.54	2,666.00
Tax recovered	103	8,451.73	7,941.18
Collections at all Services	104	5,671.74	4,755.34
<b>FUND RAISING</b>			
Christmas cards	203	270.00	130.00
Open Church	204	1,544.07	1,256.99
Vegetable sales	205		4.21
Sponsored Events	207	354.80	1,185.00
Coffee Morning / Afternoon tea	208	66.00	35.00
Lisa's Afternoon Tea	209	225.11	181.37
Knitting	211	114.00	228.60
Autumn Fair	212	940.26	1,112.49
Harvest Supper	214		128.89
Social evening / Quiz night	218	265.13	539.46
Easter raffle	222	294.38	92.92
Lent lunches	223	325.71	
Music festival	224		212.94
Movie night	225	86.12	317.82
Concerts held in Church	229	323.09	1,007.09
Staycation weekend	230		49.15
Family meal	231		239.93
Bar sales	234	-	
Christmas meal	235	292.46	

<b>PARISH HALL</b>		<b>2025</b>	<b>2024</b>
Parties	301	1,870.00	1,905.00
Rainbows / Brownies	307	1,172.00	848.00
Yoga	309	3,074.00	3,205.00
Guides	311		
Scouting	313	1,500.00	1,500.00
Playgroup	316	1,600.00	1,560.00
Leeds Christian conn xgates	317	1,110.00	1,390.00
Hall hire	318	8,920.61	4,607.50
AA	321	660.00	660.00
<b>MAGAZINE &amp; BOOKSTALL</b>			
Book Stall Profit	403	100.00	100.00
<b>DONATIONS</b>			
Donations	501	2,103.45	4,851.22
Box in Church Wall	503		
<b>OTHER INCOME</b>			
Wayleave	604	4.60	4.60
School Field Rent	605	250.00	250.00
Weddings	607	3,995.00	2,223.80
Investments	701	968.09	1,184.41
DBF Fees	841	3,830.80	2,258.79
<b>Total Income</b>		<b>83,884.55</b>	<b>77,192.20</b>

## Expenditure

	CODE		2025		2024
<b>PARISH HALL EXPENSES</b>					
Repairs and Maintenance	702	-	593.72	-	3,206.96
Telephone / Internet	703	-	628.92	-	603.00
Lighting & Power	706			-	1,580.00
Fire Extinguishers Service	708	-	255.68	-	610.10
Hygiene Equipment	710	-	389.87	-	250.80
Roof Repairs Parish hall	712				
Cleaning	713	-	4,734.64	-	2,709.39
<b>Church Utilities</b>					
Heating	801	-	6,706.49	-	5,559.99
Lighting & Power	802	-	5,189.99	-	3,987.71
Water	803	-	920.13	-	1,020.32
Insurance	804	-	5,760.38	-	5,560.03
<b>Church Maintenance</b>					
Boiler Repairs & Servicing	810	-	1,867.60	-	995.10
Electrical Repairs	811			-	100.00
Lightning Conductor	813	-	176.40	-	816.78
Fire Extinguishers Service	814	-	457.93		
Roofing	815				
Sundry Repairs	818			-	32.79
PAT Testing	820	-	124.00	-	131.00
New seating	821	-	1,770.40		2,039.60
Repairs to Church path	822			-	484.36



<b>Services expenses</b>	<b>CODE</b>		<b>2025</b>		<b>2024</b>
Bread & Wine	830	-	140.27	-	280.13
Candles	831		158.33		81.59
Licences	832	-	943.67	-	723.36
Organ Repairs & Servicing	834	-	606.00	-	786.00
RSCM Sub	838			-	133.00
Churchsuite	839	-	726.00	-	546.00
Baptism and Confirmation Expenses	840	-	43.75	-	440.43
Other Fees	842	-	1,742.40	-	1,091.76
First aid course	844	-	540.00		
Sundries / Flowers	845	-	724.76	-	231.60
Bible course books	846	-	18.94		
<b>Churchyard Expenses</b>					
Tree and Hedge Maintenance	850			-	650.00
Machinery Repairs	851	-	347.12		
Petrol	852	-	36.76	-	33.57
Skip Hire	853				
<b>Church &amp; Services Summary</b>					
Church Running	860	-	216.64		
Church Maintenance	861	-	260.71		
Services Expenses	862	-	380.00	-	228.61
Churchyard Expenses	863			-	70.00
Parish share	864	-	44,054.00	-	41,670.00
Historic parish share	865				

<b>OFFICE EXPENSES</b>	<b>CODE</b>				<b>2024</b>
Stationery	901	-	351.16	-	344.47
Photocopier Copies	902	-	957.89	-	926.95
Photocopier Lease	903				
Telephone	904	-	555.38	-	480.30
Gas removal	907				
Website Rental	909	-	129.50		
St James Mews	910	-	349.92	-	349.92
Servicing and Repairs	911			-	220.00
Churches Together	914				50.00
<b>Total Payments</b>		-	<b>82,542.69</b>	-	<b>74,683.24</b>

#### **CHARITY APPEALS**

Collected for Charity	1001		1,781.39		507.76
Paid Over for Charity	1002	-	1,809.06	-	646.12
Movement in the Year			<b>1,314.19</b>		<b>2,370.60</b>

Appeal account is now shown separately as it is restricted funds

**PARISH CHURCH OF SAINT JAMES THE GREAT MANSTON**  
**(Charity no. 1131048)**

**Appeal account**

Opening balance 1 January 2025	4919.81
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**Income**

Chair appeal donations	1,130.00
Sale of old wooden chairs	3,750.00
Receipt from general funds	1,770.40
	<hr/>
	6,650.40
	<hr/> <hr/>

**Expenditure**

Purchase of new chairs	8,190.00
Northern Powergrid	1,188.00
	<hr/>
	9,378.00
	<hr/> <hr/>

Movement in the year	-	2,727.60
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Closing balance 31 December 2025	<hr/>	2,192.21
	<hr/> <hr/>	

Reserved funds for		
Heating	1,692.21	
Chairs	500.00	
	<hr/>	
Total	2,192.21	
	<hr/> <hr/>	

**Independent Examiner's report to the trustees of The Parochial  
Church Council of the Ecclesiastical Parish of Manston, Leeds  
(St. James the Great, Manston PCC)  
Registered Charity Number: 1131048**

**Responsibilities and basis of report**

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report to you in respect of my examination of the accounts for the year ended 31<sup>st</sup> December 2025 carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these 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 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**

I have completed my examination of the accounts for the year ended 31<sup>st</sup> December 2025. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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

Signed:



Name: Angela J. Dodd

Address: 43 Manston Grove, Crossgates, Leeds, LS15 8BW

Date: 27<sup>th</sup> April 2026