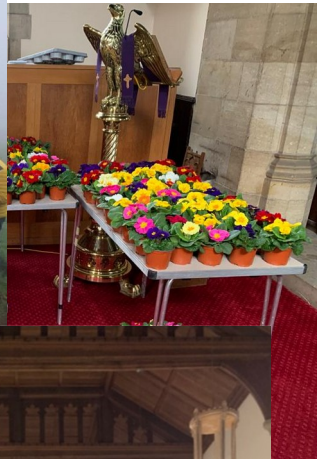


# St Robert of Knaresborough Pannal

## Annual Report 2023



# A strategy for the Diocese of Leeds 2019 - 2024





# Annual Parish Meeting 26<sup>th</sup> May 2024

## Agenda

1. To elect two Churchwardens

1.1. Proposed: Joan Adams  
Stuart Newsome

## Annual Parochial Church Meeting 21<sup>st</sup> May 2023

### Agenda

1. Reports: The following reports have been presented to the meeting:

2. Electoral Roll Report

3. Vicar's Annual Report

4. Church Wardens Annual Report

5. Financial Statement

6. Fabric Report

7. Safeguarding Report

8. Deanery Synod Report

9. To elect three PCC representatives

9.1. Proposed Carl Hopkins  
Ted Collins  
Matt Hart

10. Independent Examiner:

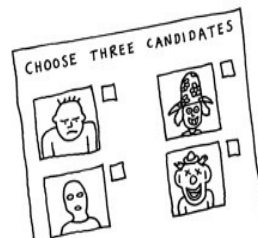
10.1. Proposed: Jo Thompson

11. Questions: Anyone wishing to raise a subject for discussion, resolution or recommendation at the Annual Meeting must inform the Chairman (the Vicar) in writing before the start of the meeting

## THE ELECTORAL ROLL

REASONS TO JOIN IT

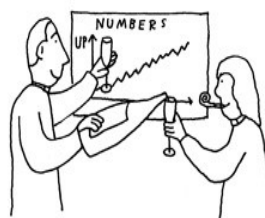
① YOU WILL DECIDE WHO SHOULD BE ON THE P.C.C. AND DEANERY SYNOD



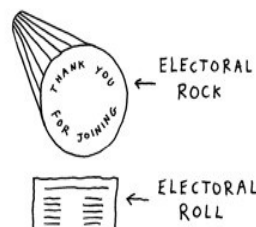
② YOU CAN PLAY A FULL PART IN THE LIFE OF THE CHURCH



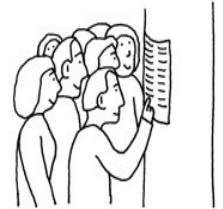
③ IT WILL BOOST THE MORALE OF THE CLERGY



④ THERE MAY BE A THANK YOU PRESENT – SEASIDE CONFECTIONARY PERHAPS



⑤ YOUR NAME WILL BE EXHIBITED IN CHURCH FOR 14 DAYS



## **Electoral Roll Report**

### Details.

Closing Roll for 2023	176
Additions:	12
Subtractions	6
Opening Roll for 2024	182

The Electoral Roll certificates have been returned to the Diocesan Secretary and to the Harrogate Deanery Secretary.

*Dianne Butterfield*

## **Vicars Comments**

Dear Friends

This report reflects the activities, services and events between the period of January to December 2023. Having just celebrated Pentecost, it is wonderful to be reminded of the hope that the gospel of Jesus Christ offers us as we seek to serve the mission and ministry of St Robert's church. Springtime gifts us the promise of new beginnings, as we observe the beauty of God's creation burst into colourful song and bloom. In my mind, this is echoed in the life of our worshipping community. There is much to be thankful to God for over the last year.

There are so many people who support the activities in the parish, and we are grateful to everyone who gives their time, effort and energy to the work of God's mission in Pannal

and the surrounding areas. On behalf of the churches' communities, I offer my thanks to all those clergy who have helped deliver ministry with a special thank you to The Reverend Nick Murray especially for my time on Sabbatical. I would also like to say a huge thank you to Stuart Newsome, Susan House and Adrian Cook for their ministries. We are grateful to our Churchwardens Ted Collings and Joan Adams and to Ann Howard our Deputy Warden, who work tirelessly to ensure that our worship happens and that our buildings are safe and maintained. I would also like to thank them for their care of me and ensuring that I'm okay. This particularly came to the fore when I was recently ill and in hospital. I am immensely grateful to the contributions of all our PCC members for their wisdom, insights and contributions as we have sought God's will and direction in our church's activities this year. Beyond those people I have mentioned there is a plethora of people who offer a wonderful ministry too many to name everyone but I am grateful to all those who offer something of themselves to the ministry of the church. May God continue to bless you abundantly in your ministry.

Reflecting on 2023, there is much to be thankful to God for. On Sundays, we regularly have 100 plus people and around 100 people midweek from toddlers to nonagenarians and it has been great to see new people join occasionally and more regularly. Occasional offices (funerals, baptisms and weddings) remain an important part of our ministry. Although we saw only a handful of weddings last year, we helped innumerable people say farewell to loved ones and we welcomed into church around 30 people through baptism. The Bishop confirmed 8 people who wanted to publicly announce their faith in Christ. We continue to work with the local schools and the relationship remains strong. Across the benefice we take a monthly service into three different Care Homes and there is a faithful team supporting Nick and me in this ministry.

As a church we continue to give generously to the charities we support: Meeting Point Armley and the Harrogate Food Bank, as well as supporting financially Otley Christian Resource Centre, Wellspring Therapy & Training, USPG, Compassion, Mission to Seafarers, The Salvation Army, Martin House, Parkinson's Society and the DEC Ukraine Appeal.

Highlights of last year include the following:

- Our annual Beer Festival and Family Fun Day
- A visit from our mission partners from Meeting point Armley
- Good Friday performance of Stainer's Crucifixion by the choir
- Continued growth in the mid-week communion service
- Over a 100 children attending Crumpet church and Junior church
- Our fabulous Lunch Club

- All the wonderful groups that meet on a regular basis including Mother Union, Music Circle plus many other external groups

Will you join with me in praying for our community this coming year, as we endeavour to be a people who “learn to do good; seek justice, rescue the oppressed, defend the orphan, [and] plead for the widow” (Isaiah 1.17).

With every blessing in Christ, John

### **Church Wardens Annual Report 2023**

The pattern of services continued as in 2022.

As well as our offering of Holy Communion in Church, we set a pattern of distribution to local care homes and individual homes on a monthly basis.

Our provision of on-line services continued although the numbers attending via this medium were further reduced as Congregation numbers at live services in Church increased.

We welcomed new members of varying ages to our Church family in direct proportion to the loss of existing members. The Electoral Role shows one hundred and seventy six members for years 2022 and 2023.

The Churchwardens wish to extend thanks to Clergy, PCC, musicians, sidespeople, readers, fundraisers, coffee and lunch makers, gardeners and grass cutters, flower arrangers, brass polishers, PSO team and indeed all our wonderful and amazing volunteers who keep the Church and Churchyard functioning.

Thank you to you all.

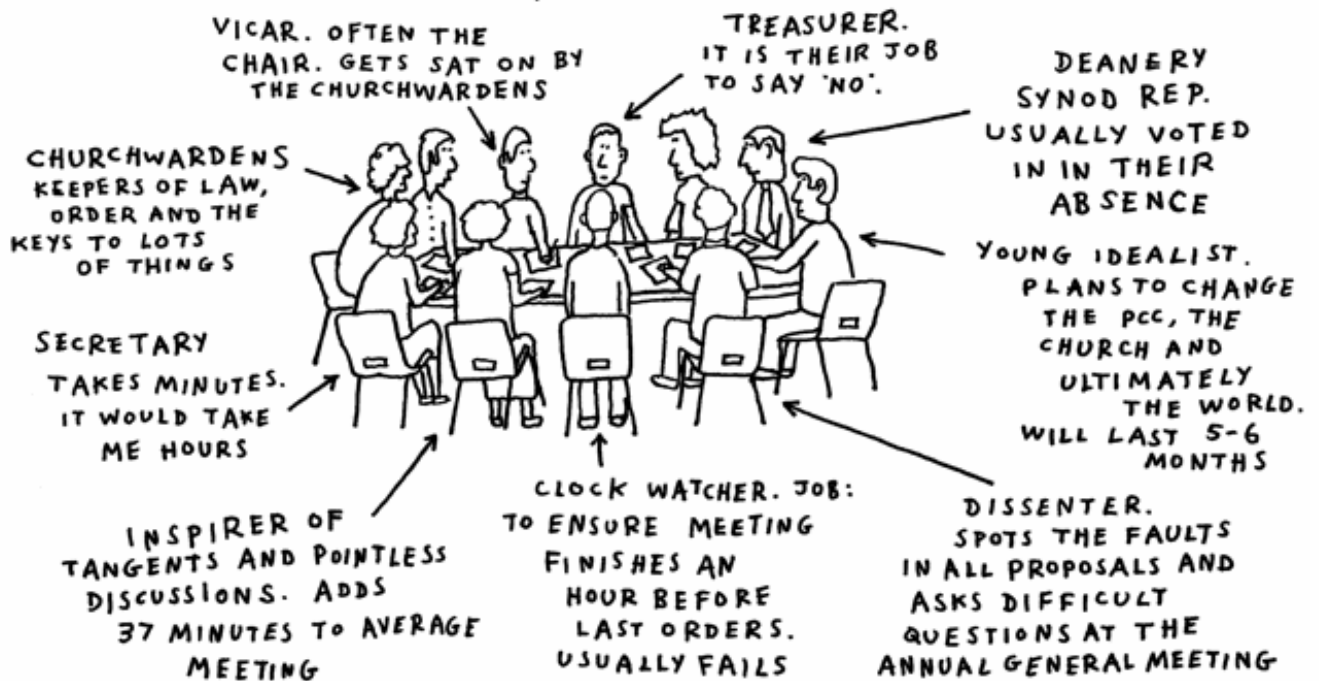
Among the various duties assigned to Wardens is to report to the Annual Meeting concerning the church building, its ornaments and chattels. We confirm that the church inventory was inspected by the Wardens in the run up to this APCM meeting and was found to be in order.

Joan, Ted and Ann Sunday 26th May 2024

**THE PAROCHIAL CHURCH COUNCIL**

# THE P.C.C.

THE PAROCHIAL CHURCH COUNCIL MEETS EVERY NOW AND THEN TO DISCUSS THINGS TO DO WITH THE CHURCH. THESE ARE THE PEOPLE WHO ARE PART OF IT



CartoonChurch.com

The aim of the Parochial Church Council (PCC) is to co-operate with the incumbent in promoting in the parish 'the whole mission of the church, pastoral, evangelistic, social and ecumenical'. This includes oversight of the church finances and maintenance of our church buildings, grounds and other properties. Membership of the PCC consists of clergy, churchwardens, deanery synod representatives and up to 6 lay members, elected for three-year terms at the APCM. To ensure smooth functioning of the committee, lay members' terms of office start and finish in different years, so that we have a mixture of new and experienced lay representatives. During the course of 2023 the PCC met on a total of 6 occasions.

The PCC discharges its duties with the help of committees which report back to the full PCC, with minutes of their decisions discussed further as necessary. Those committees are the Finance Committee, the Fabric Committee and the Mission & Ministry Committee. A Standing Committee no longer reports to PCC as it has proved more expedient for any matters that would normally come before the committee to be dealt with in informal discussions between the clergy and wardens.

## FABRIC REPORT

The following is a summary of works carried out during the year. These have been reported in bi-monthly Fabric Reports to our PCC.

**January:** The Epiphany Party, hosted by the Wardens to thank all volunteers, took place for the first time since the pandemic

**March:** saw the hanging of our beautifully made, fireproof and thermally lined curtains adding a degree of warmth, colour and refinement to our Chapter House to the benefit of all users, particularly during the winter months. Financial contributions from individual congregation members are greatly appreciated as was the purchase of the two extra Chapter House to Nave door curtains by Lunch Club, the balances met by a successful insurance claim on the old water-stained curtains.

PCC accepted quotation for Chancel roof investigatory roof works from Pearson Roofing.

**May:** Overnight on 17th May the stone Corbel immediately above the Pulpit fractured and a large piece of the Corbel crashed down into the pulpit. Fortunately no additional damage was caused and no personal injury sustained. Over the months following we had visits from our Conservation Architect, Structural Engineer, Loss Assessors and tradespeople to provide advice, recommendations and tenders for cosmetic reconstruction of the corbel, its modification to prevent a recurrence of the problem and the modification of the remaining nine corbels to prevent a similar occurrence. It emerged that this event was outside the benefits of our insurance policy. The costs incurred will amount to around £8,000 though our insurance company, as a gesture of goodwill, did cover the Architect's and Structural Engineer's fees.

Lightning Conductor tested and re-Certified.

Fire Extinguishers and Fire Blanket were service checked and replaced where found to be out of date.

**June:** Church clock had annual service.

Our incumbent began a three-month sabbatical. We are grateful to those who led worship in his absence.

The inspection survey of the Chancel roof took place. This necessitated the erection of scaffolding and the removal of a large number of roof tiles so that the structural elements constituting 'the roof' of the Chancel, including its wooden substructure could be examined and its condition assessed for repair/refurbishment/replacement.



**September:** Rev. John returned from sabbatical, rested, refreshed and recuperated, we benefitted from hearing of his study and experiences in the Holy Land.

**October:** The Quinquennial Inspection was carried out by our Conservation Architect and resulted in a 43 page document identifying works (including reference to the Chancel roof) that require attention during the next five years.

The QI Report also advised a Structural Engineer's survey and report on the Boiler House and Bell Tower timbers which in themselves have identified a number of tasks that will be incorporated into the work schedule over the current quinquennial period.

Garden of Remembrance was re-laid and headstones in churchyard checked by Messrs Stephensons and where attention was required it was given.

**November:** Updated Terms and Conditions document received from our Architect with an estimate of £60,000 for re-roofing of the Chancel.

The inspection of the Boiler House and Tower by Structural Engineer requested by Architect completed.

Poppy Curtain raised for 6th consecutive year, still drawing lots of attention and positive comments from parishioners, car park users and passers-by.

The Roll of Remembrance read in church has been extended to recognise those held dear by parishioners who have paid the ultimate sacrifice in more recent conflicts and wooden crosses bearing their names have been added to those placed annually in the Churchyard memorial garden.

**December:** All Christmas services were held as normal, attendance was good especially the Carol Service

Earlier we mentioned our gratitude to those particularly who help to maintain the churchyard, we continually appeal throughout each year for additional help in maintaining the yard of our beautiful Church and, as we end in this report, we make another appeal for extra hands to help in the coming summer/autumn seasons. If you can manage as little as an hour per week, please let us know. We understand that the team often retires to the Black Swan to slake their thirsts with a well-earned beer or two at the end of their labours and they would dearly love two or three new or returning team members to join them.

**Joan, Ted and Ann**

## **Financial Summary for the year ending 31<sup>st</sup> December 2023**

The Statement of Financial Activities, attached below, shows a surplus of £9053. However, we underpaid our Parish Share by £32000. If the Parish Share had been paid in full, we would be showing a deficit of £22947

Our investments increased by 12.5%, or £9341, to £83675

The following are comments on the differences between 2023 and 2022, as shown in note 2 'Incoming resources' and note 3 'Resources expended' in the full set of accounts

### **Incoming Resources (up by £4760)**

- Voluntary income, excluding grants £116500 (up £8260) – open plate collections and sundry donations up by £4360, planned giving up by £2900 (incl gift aid) and a legacy was received of £1000

We currently have 55 donors giving by direct debit in the Parish Giving Scheme (an increase of 20 in 2023), and a further 94 giving by standing order

- Voluntary income (grants) – a grant of £950 was received from the Diocese towards energy costs
- Activities for generating funds £12500 (£2000 less than 2022) – including Beer Festival £5500, Summer BBQ £1200, Quiz Night £700, Christmas Hampers £725, Curtains £730, 100 Club £168 and Music Circle £271. In addition, the Lunch Club donated £1600 and the Parish Council £750. The Flower Festival, which raised £4910 in 2022, is not held every year, so there is no corresponding income for 2023

- Total income from church activities were similar to 2022, but fees for weddings and funerals were down £2500, and Chapter House lettings were up an encouraging £2500

### **Resources Expended (down £10800)**

- Parish Share paid £82551, underpaid by £32000
- Energy costs £9550, £6300 higher than in 2022
- Church maintenance £5600, up by £2000. This included the fee for a drainage survey of £846 and fees for two structural engineers reports of £912 and £570, mainly relating to the necessary corbel works
- No major repairs & replacements for St Robert's in 2023, but an architect's bill for £500 relating to the repairs to the corbels, with the work being scheduled for 2024
- Major Repairs and Replacements includes a net zero cost of repairs to the chancel roof, for which our Lay Rector has responsibility. The repairs cost £5330, and were reimbursed in full by the Lay Rector
- Office and admin costs £12300, down £1000 – substantial savings have been made since purchasing the printer

# THE CHURCH BUDGET

WHERE THE AXE IS LIKELY TO FALL

## SERMONS

6 MINUTES  
SHORTER



## PRINTING

ONLY  
INTERESTING  
NOTICES  
ALLOWED



## WASTE

CUTTING  
DOWN  
ON IT



## CRAYONS

REDUCTION IN  
UNNECESSARY  
COLOURS

CartoonChurch.com

Parochial Church Council of St Robert's, Pannal, Harrogate								
Statement of Financial Activities								
For the year ended 31 December 2023								
					Unrestricted	Restricted		Total Funds
			Notes	Funds	Funds		2023	2022
Incoming resources								
Voluntary income					2a	116033	1390	117423
Activities for generating funds					2b	11091	1455	12546
Income from investment					2c	59	0	59
Income from church activities					2d	10813	0	10813
Total incoming resources						137996	2845	140841
Resources expended								
Church activities					3a	125595	3366	128961
Raising funds					3b	2827	0	2827
Total resources expended						128422	3366	131788
Net incoming/(outgoing) resources						9574	-521	9053
Unrealised gain on investments					6	9341	0	9341
Realised gain on investments					6	0	0	0
Net movement in funds						18915	-521	18394
Balances brought forward at 1 January						80829	4227	85056
Balances carried forward at 31 December					11	99744	3706	103450



“ Love does wrong to a neighbour :  
therefore love is the fulfilment of God’s law. “

Romans 13:10

Safeguarding is , and always must be, at the heart of our Christian faith. Jesus teaches us, as Christians , to care for each other, indeed we all have a duty and responsibility to do just that.

The clergy and PCC at St. Robert’s comply wholeheartedly with “ due regard “ to The House of Bishops’s guidance in relation to safeguarding. They are committed to promoting a safer, happy church environment and culture for everyone, an environment where everyone is valued and where everyone feels comfortable and safe. They strive constantly to raise awareness around safeguarding through policy, reporting, understanding, training, education, address, drama and display to ensure that they deliver the very best safeguarding practice that is fit for purpose within our church communities today.

The PCC meets 6 times a year where safeguarding is ALWAYS an item on the meeting agenda. The Parish Safeguarding Officer ( P.S.O. ) presents a safeguarding update and action plan for each meeting to ensure we work as a church within the Church of England’s strict safeguarding governance and guidelines. The clergy and PCC recruit safely and support all volunteers who have responsibilities relating to children and vulnerable adults in church, pastorally at home and within our wider church communities in 3 care homes.

At St. Robert’s the understanding and commitment to fulfil all the required and mandatory diocesan safeguarding regulations have been exemplary. To date 123 required and preferred safeguarding training courses have been completed to the appropriate levels. These are repeated every 3 years and the first of these began earlier this year. I am very happy to report that this year there have been no safeguarding concerns or allegations raised within our parish.

If you would like to understand more about safeguarding a short online course is available to everyone within our church community. If you are interested in this or for further safeguarding information please contact either :

Jane Newsome ( P.S.O.) 07803601112 / 01423 873398 or

John Smith ( Vicar ) 01423 391514

All contact details for safeguarding topics and the Church of England's safeguarding policy are displayed on the safeguarding noticeboard at church.

We are blessed here at St. Robert's with a loving, happy and caring church family but please

remember :

**SAFEGUARDING IS EVERYONE'S RESPONSIBILITY**

Jesus said :

“ I give you a new commandment : love one another.  
Just as I have loved you , you must also love one another “

John 13:24

If in doubt remember the 3Rs of safeguarding :

**RECOGNISE , RESPOND , REPORT.**

Yours in fellowship,  
Jane Newsome ( P.S.O. )

May 2024

## **Deanery Synod Report**

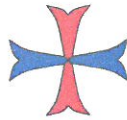
Harrogate Deanery is one of six Deaneries in the Ripon Episcopal area of the Anglican Diocese of Leeds. Its role is to serve the work of Church of England parishes (one of which is our parish) and Chaplaincies in Harrogate, Knaresborough, Starbeck and Wetherby and surrounding villages.

The first Synod of 2023 was in April. The focus was support to families, young people and children developing in faith and in helping the church to grow a new generation of congregation by; facilitating discussions, workshops, providing practical support and keeping up to date with resources and research. The pandemic has challenged church attendance as many had got 'out of the habit' of attending. The church has to think about being relevant. The 'Growing Faith Foundation's' aim is to bring together church, home and school (the main areas to encounter Christ) for faith to grow in young people and children. The key to this principal is good planning and being intentional in making it happen. In July, the synod was held at St Peters, Harrogate. This celebrated the diversity of the congregation and many had provided food from their own countries including Afghanistan, Bosnia, France, Germany, Greece, Hong Kong, Japan, Middle East, Norway, Peru, Switzerland and Ukraine. It was great to sample and mingle with other synod members. The meeting ended with a Eucharist. It was a fun evening.

In September we met at Birstwith where the guest speaker was from 'Wellsprings Together' which works with the Leeds Diocese to support churches to make a difference within their communities. The team are specialized in parish-based community engagement and supporting churches to take the next step in social action. Information and advice is offered as well as financial guidance. The projects are to be seen as social action and not evangelism with short term aims such as IT strategy or building an extension.

In November, the Synod was held at St Andrew's Starbeck, the guest speaker was the Rt Revd Nick Baines. He discussed his faith journey starting as a Baptist in a culture where all

the answers were given and there was no space to think for yourself. He wasn't welcomed by the Baptist church at university so went to an Anglican church where he felt treated as an adult and the preacher didn't tell him what to think and enabled him to ask questions. He spoke about the vocation of the Anglican church, where parishes have a legal responsibility to support all who live within the boundaries no matter whether they are Christian or not. For example, when looking for a new Vicar, the people of the parish should be the focus not just the congregation. We should be 'Kenotic' emptying ourselves for the good of others. We have a convening role to broker difficult conversations and steer what will work for the common good. We should be proud to be Anglican.



**St Robert of Knaresborough, Pannal  
Accounts of the PCC  
for the year ended 31<sup>st</sup> December 2023**

**Incumbent**

The Reverend John Smith  
St Robert's Vicarage  
21 Crimple Meadows  
Pannal  
Harrogate HG3 1EL

**Banks**

National Westminster Bank plc  
3 Cambridge Crescent  
Harrogate HG1 1PJ

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

CCLA Investment Management Ltd  
The Central Board of Finance Church of England Funds  
80 Cheapside  
London EC2V 6DZ

**Independent Examiner**

Mrs Jo Thompson

**Treasurer**

Mrs Anita Hawker





## Statement of Financial Activities

For the year ended 31 December 2023

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	
				2023	2022
<b>Incoming resources</b>					
Voluntary income	2a	116033	1390	117423	110597
Activities for generating funds	2b	11091	1455	12546	14612
Income from investment	2c	59	0	59	17
Income from church activities	2d	10813	0	10813	10854
<b>Total incoming resources</b>		<b>137996</b>	<b>2845</b>	<b>140841</b>	<b>136080</b>
<b>Resources expended</b>					
Church activities	3a	125595	3366	128961	138746
Raising funds	3b	2827	0	2827	3827
<b>Total resources expended</b>		<b>128422</b>	<b>3366</b>	<b>131788</b>	<b>142573</b>
<b>Net incoming/(outgoing) resources</b>		<b>9574</b>	<b>-521</b>	<b>9053</b>	<b>-6493</b>
Unrealised gain on investments	6	9341	0	9341	-7501
Realised gain on investments	6	0	0	0	0
<b>Net movement in funds</b>		<b>18915</b>	<b>-521</b>	<b>18394</b>	<b>-13994</b>
<b>Balances brought forward at 1 January</b>		<b>80829</b>	<b>4227</b>	<b>85056</b>	<b>99050</b>
<b>Balances carried forward at 31 December</b>	<b>11</b>	<b>99744</b>	<b>3706</b>	<b>103450</b>	<b>85056</b>

## Balance Sheet

At 31 December 2023

	Note	2023	2022
<b>Fixed assets</b>			
Investment assets	6	83675	74334
<b>Total fixed assets</b>		<b>83675</b>	<b>74334</b>
<b>Current assets</b>			
Debtors	7	2060	1224
Cash at bank	8	18656	10498
<b>Total current assets</b>		<b>20716</b>	<b>11722</b>
<b>Liabilities</b>			
Creditors	9	941	1000
<b>Net current assets</b>		<b>19775</b>	<b>10722</b>
<b>Net assets</b>		<b>103450</b>	<b>85056</b>
<b>Funds</b>			
Unrestricted	11	99744	80829
Restricted	11	3706	4227
<b>Total funds</b>		<b>103450</b>	<b>85056</b>

The notes on the following pages form part of these accounts.

Approved by the Parochial Church Council on 12th March 2024 and signed on its behalf by

Rev John Smith  
Chairman

Mrs Anita Hawker  
Treasurer

**Notes to the financial statements for the year ended 31 December 2023**

## **1 Accounting policies**

### **Basis of preparation**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standard and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### **Funds**

*Unrestricted funds* represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

*Restricted funds* are those funds that are collected for a stated purpose, the use of which is restricted to that purpose.

*Designated funds* are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

### **Incoming resources**

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer.

### **Resources expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when paid.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1000 so all such expenditure has been written off when incurred. They are listed in the church's inventory which can be inspected at any reasonable time.

Equipment used within the church premises is depreciated on a straight line basis over 5 –10 years, as recommended by the Finance Sub-Committee. Individual items of equipment with a purchase price of less than £5000 are written off when the asset is acquired.

### **Investment assets**

Investments are stated at market value at 31 December.

### **Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents 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 Church of England Central Board of Finance Funds.

Notes to the financial statements for the year ended 31 December 2023 cont.

## 2 Incoming resources

	Unrestricted funds	Restricted funds	Total funds	
			2023	2022
<b>2a Voluntary income</b>				
Planned Giving	77334	0	77334	75117
Income tax recoverable	21181	0	21181	20498
Collections (open plate) at services	10981	0	10981	8350
Grants	0	950	950	2384
Donations	5537	440	5977	4248
Legacy	1000	0	1000	0
<b>Total</b>	<b>116033</b>	<b>1390</b>	<b>117423</b>	<b>110597</b>
<b>2b Activities for generating funds</b>				
Fundraising events (gross)	11091	1455	12546	14612
<b>Total</b>	<b>11091</b>	<b>1455</b>	<b>12546</b>	<b>14612</b>
<b>2c Income from investment</b>				
Bank interest	59	0	59	17
<b>Total</b>	<b>59</b>	<b>0</b>	<b>59</b>	<b>17</b>
<b>2d Income from church activities</b>				
Fees (weddings and funerals)	4244	0	4244	6782
Chapter House lettings	6569	0	6569	4072
<b>Total</b>	<b>10813</b>	<b>0</b>	<b>10813</b>	<b>10854</b>
<b>Total incoming resources</b>	<b>137996</b>	<b>2845</b>	<b>140841</b>	<b>136080</b>



Notes to the financial statements for the year ended 31 December 2023 cont.

### 3 Resources expended

	Unrestricted funds	Restricted funds	Total funds	
			2023	2022
<b>3a Church activities</b>				
PCC Charitable giving (see note 5)	5450	0	5450	5000
Charitable giving from fundraising (note 5)			0	0
Ministry				
Diocesan parish share	82551	0	82551	92000
Clergy expenses & costs	3263	0	3263	3314
Church running expenses				
Cleaner's wages and equipment	2606	0	2606	2467
Heating and lighting	8603	950	9553	3218
Insurance	2088	0	2088	1947
Water	117	0	117	191
Church maintenance				
(incl minor repairs and replacements)	3623	1976	5599	3598
Major repairs & replacements*	503	0	503	8470
Church services				
(incl books, wine, wafers, candles etc)	1265	217	1482	943
Equipment - additions			0	1488
Organists' payment for services (excl. fees)	3410	0	3410	2715
Office and administration costs	12116	223	12339	13395
<b>Total</b>	<b>125595</b>	<b>3366</b>	<b>128961</b>	<b>138746</b>
<b>3b Raising Funds</b>				
Fundraising costs	2827	0	2827	3827
<b>Total resources expended</b>	<b>128422</b>	<b>3366</b>	<b>131788</b>	<b>142573</b>

\* Major Repairs and Replacements includes a net zero impact of repairs to the chancel roof, for which our Lay Rector has responsibility. The repairs cost £5330, and were reimbursed in full by the Lay Rector.

### 4 Staff costs

During the year the PCC employed organists, an office administrator and a cleaner, whose combined payments amounted to £11522. Other roles within the church which might ordinarily attract payment are being undertaken on a voluntary basis.

## 5 Grants – charitable giving

<b>PCC CHARITIES FOR 2023</b>	
Otley Christian Resource Centre	750
Armley Mission Partners (CCACP Ltd)	1000
British Red Cross - Gaza/Israel Appeal	1000
Wellspring Therapy & Training	1000
USPG	500
Compassion UK	500
Mission to Seafarers	450
DEC Earthquake Appeal	250
(£250 also sent to OCRC from Beckwithshaw)	
<b>Total PCC charitable giving (unrestricted)</b>	<b>5450</b>
<b>Agency collections</b>	
The Children's Society	365
DEC Earthquake Appeal	707

## 6 Fixed assets

### Investment assets

At 31<sup>st</sup> December 2022 the PCC held 1401.26 accumulation shares in the CBF Church of England Investment Fund at 5304.80 pence per share. As at 31 December 2023 the PCC held 1401.26 shares at 5971.38 pence per share, an increase of 12.5%.

	<b>2023</b>	<b>2022</b>
Market value at 1 January	74334	81835
Book value at disposal	0	0
Market value at 31 December	83675	74334
<b>Unrealised gain</b>	<b>9341</b>	<b>-7501</b>
<b>Realised gain on disposal</b>	<b>0</b>	<b>0</b>

## 7 Debtors

	<b>2023</b>	<b>2022</b>
Tax reclaimable	1306	1224
Chapter House Lettings	754	0
<b>Total</b>	<b>2060</b>	<b>1224</b>

## 8 Short term deposits & cash at bank

The PCC has two bank accounts with the National Westminster Bank (General Account and Planned Giving Account) and one with CAF Bank (General Account). The balances in these accounts at 31 December 2023 were £1392, £520 and £16744 respectively, a total of £18656.

## 9 Creditors

There was one creditor outstanding at the year end for £941, which has since been paid.

The Parish Share for 2023 was underpaid by £32000, giving the PCC a total 'historic share' of £54551. This is not reflected in the Balance Sheet as we do not anticipate paying it in the next year.

## 10 Gifts in kind & intangible income

The PCC receives, and gratefully acknowledges, substantial voluntary help. In accordance with s.8.48 of the CBF Church of England Guidance and Regulations this intangible benefit is not accounted for in the SOFA.

## 11 Analysis of net assets by fund

	Unrestricted Funds	Restricted Funds	2023	2022
Investment assets	83675		83675	74334
Current assets	17010	3706	20716	11722
Current liabilities	941		941	1000
<b>Fund balance</b>	<b>99744</b>	<b>3706</b>	<b>103450</b>	<b>85056</b>

## 12 Restricted fund details

	2023	2022
Fabric Fund	2905	3026
Flower Fund	388	497
Music Fund	413	516
Children's & Youth Work	0	94
Mission Partners Fund	0	94
<b>Total</b>	<b>3706</b>	<b>4227</b>

In addition, the Diocesan Board of Finance holds a deposit fund on behalf of St Robert's for the following gift:

Churchyard maintenance            £500

The capital from this cannot be used but the interest is paid quarterly into St Robert's General Account.

The Diocese also holds an endowment fund of £7697.44 in trust for St Robert's. This capital sum cannot be used and the interest from it is paid into the Diocese Stipend Fund.



# Independent Examiner's report to the PCC of St Robert's, Pannal

I report on the accounts for the year ended 31st December 2023, which are set out on the preceding pages

## Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

## Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by a 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 matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

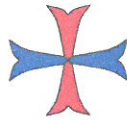
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



.....  
**Mrs Jo Thompson**

20/02/2024  
.....  
Date





**St Robert of Knaresborough, Pannal  
Accounts of the PCC  
for the year ended 31<sup>st</sup> December 2023**

**Incumbent**

The Reverend John Smith  
St Robert's Vicarage  
21 Crimple Meadows  
Pannal  
Harrogate HG3 1EL

**Banks**

National Westminster Bank plc  
3 Cambridge Crescent  
Harrogate HG1 1PJ

CAF Bank Limited  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

CCLA Investment Management Ltd  
The Central Board of Finance Church of England Funds  
80 Cheapside  
London EC2V 6DZ

**Independent Examiner**

Mrs Jo Thompson

**Treasurer**

Mrs Anita Hawker





## Statement of Financial Activities

For the year ended 31 December 2023

	Notes	Unrestricted Funds	Restricted Funds	Total Funds	
				2023	2022
<b>Incoming resources</b>					
Voluntary income	2a	116033	1390	117423	110597
Activities for generating funds	2b	11091	1455	12546	14612
Income from investment	2c	59	0	59	17
Income from church activities	2d	10813	0	10813	10854
<b>Total incoming resources</b>		<b>137996</b>	<b>2845</b>	<b>140841</b>	<b>136080</b>
<b>Resources expended</b>					
Church activities	3a	125595	3366	128961	138746
Raising funds	3b	2827	0	2827	3827
<b>Total resources expended</b>		<b>128422</b>	<b>3366</b>	<b>131788</b>	<b>142573</b>
<b>Net incoming/(outgoing) resources</b>					
		9574	-521	9053	-6493
Unrealised gain on investments	6	9341	0	9341	-7501
Realised gain on investments	6	0	0	0	0
<b>Net movement in funds</b>		<b>18915</b>	<b>-521</b>	<b>18394</b>	<b>-13994</b>
<b>Balances brought forward at 1 January</b>		<b>80829</b>	<b>4227</b>	<b>85056</b>	<b>99050</b>
<b>Balances carried forward at 31 December</b>	<b>11</b>	<b>99744</b>	<b>3706</b>	<b>103450</b>	<b>85056</b>

## Balance Sheet

At 31 December 2023

	Note	2023	2022
<b>Fixed assets</b>			
Investment assets	6	83675	74334
<b>Total fixed assets</b>		<b>83675</b>	<b>74334</b>
<b>Current assets</b>			
Debtors	7	2060	1224
Cash at bank	8	18656	10498
<b>Total current assets</b>		<b>20716</b>	<b>11722</b>
<b>Liabilities</b>			
Creditors	9	941	1000
<b>Net current assets</b>		<b>19775</b>	<b>10722</b>
<b>Net assets</b>		<b>103450</b>	<b>85056</b>
<b>Funds</b>			
Unrestricted	11	99744	80829
Restricted	11	3706	4227
<b>Total funds</b>		<b>103450</b>	<b>85056</b>

The notes on the following pages form part of these accounts.

Approved by the Parochial Church Council on 12th March 2024 and signed on its behalf by

Rev John Smith  
Chairman

Mrs Anita Hawker  
Treasurer

**Notes to the financial statements for the year ended 31 December 2023**

## **1 Accounting policies**

### **Basis of preparation**

The PCC is a public benefit entity within the meaning of FRS102. The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006 governing the individual accounts of PCCs, and with the Regulations' "true and fair view" provisions, together with FRS102 (2016) as the applicable accounting standard and the 2016 version of the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP(FRS102)).

### **Funds**

*Unrestricted funds* represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application on the general purposes of the PCC.

*Restricted funds* are those funds that are collected for a stated purpose, the use of which is restricted to that purpose.

*Designated funds* are general funds set aside by the PCC for use in the future. Designated funds remain unrestricted and the PCC will move any surplus to other general funds.

### **Incoming resources**

Planned giving, collections and similar donations are recognised when received. Tax refunds are recognised when the incoming resource to which they relate is received. Grants and legacies are accounted for when the PCC is entitled to the use of the resources, their ultimate receipt is considered reasonably certain and the amounts due are reliably quantifiable. Dividends are accounted for when declared receivable, interest as and when accrued by the payer.

### **Resources expended**

Grants and donations are accounted for when paid over, or when awarded, if that award creates a binding or constructive obligation on the PCC. The diocesan parish share expected to be paid over is accounted for when paid.

All other expenditure is generally recognised when it is incurred and is accounted for gross.

### **Fixed assets**

Consecrated and benefice property is not included in the accounts in accordance with s.10(2)(a) and (c) of the Charities Act 2011.

Movable church furnishings held by the vicar and churchwardens on special trust for the PCC and which require a faculty for disposal are inalienable property, listed in the church's inventory, which can be inspected (at any reasonable time). For anything acquired prior to 2000 there is insufficient cost information available and therefore such assets are not valued in the financial statements. Subsequently no individual item has cost more than £1000 so all such expenditure has been written off when incurred. They are listed in the church's inventory which can be inspected at any reasonable time.

Equipment used within the church premises is depreciated on a straight line basis over 5 –10 years, as recommended by the Finance Sub-Committee. Individual items of equipment with a purchase price of less than £5000 are written off when the asset is acquired.

### **Investment assets**

Investments are stated at market value at 31 December.

### **Current assets**

Amounts owing to the PCC at 31 December in respect of fees, rents 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 Church of England Central Board of Finance Funds.

Notes to the financial statements for the year ended 31 December 2023 cont.

## 2 Incoming resources

	Unrestricted funds	Restricted funds	Total funds	
			2023	2022
<b>2a Voluntary income</b>				
Planned Giving	77334	0	77334	75117
Income tax recoverable	21181	0	21181	20498
Collections (open plate) at services	10981	0	10981	8350
Grants	0	950	950	2384
Donations	5537	440	5977	4248
Legacy	1000	0	1000	0
<b>Total</b>	<b>116033</b>	<b>1390</b>	<b>117423</b>	<b>110597</b>
<b>2b Activities for generating funds</b>				
Fundraising events (gross)	11091	1455	12546	14612
<b>Total</b>	<b>11091</b>	<b>1455</b>	<b>12546</b>	<b>14612</b>
<b>2c Income from investment</b>				
Bank interest	59	0	59	17
<b>Total</b>	<b>59</b>	<b>0</b>	<b>59</b>	<b>17</b>
<b>2d Income from church activities</b>				
Fees (weddings and funerals)	4244	0	4244	6782
Chapter House lettings	6569	0	6569	4072
<b>Total</b>	<b>10813</b>	<b>0</b>	<b>10813</b>	<b>10854</b>
<b>Total incoming resources</b>	<b>137996</b>	<b>2845</b>	<b>140841</b>	<b>136080</b>

Notes to the financial statements for the year ended 31 December 2023 cont.

### 3 Resources expended

	Unrestricted funds	Restricted funds	Total funds	
			2023	2022
<b>3a Church activities</b>				
PCC Charitable giving (see note 5)	5450	0	5450	5000
Charitable giving from fundraising (note 5)			0	0
Ministry				
Diocesan parish share	82551	0	82551	92000
Clergy expenses & costs	3263	0	3263	3314
Church running expenses				
Cleaner's wages and equipment	2606	0	2606	2467
Heating and lighting	8603	950	9553	3218
Insurance	2088	0	2088	1947
Water	117	0	117	191
Church maintenance				
(incl minor repairs and replacements)	3623	1976	5599	3598
Major repairs & replacements*	503	0	503	8470
Church services				
(incl books, wine, wafers, candles etc)	1265	217	1482	943
Equipment - additions			0	1488
Organists' payment for services (excl. fees)	3410	0	3410	2715
Office and administration costs	12116	223	12339	13395
<b>Total</b>	<b>125595</b>	<b>3366</b>	<b>128961</b>	<b>138746</b>
<b>3b Raising Funds</b>				
Fundraising costs	2827	0	2827	3827
<b>Total resources expended</b>	<b>128422</b>	<b>3366</b>	<b>131788</b>	<b>142573</b>

\* Major Repairs and Replacements includes a net zero impact of repairs to the chancel roof, for which our Lay Rector has responsibility. The repairs cost £5330, and were reimbursed in full by the Lay Rector.

### 4 Staff costs

During the year the PCC employed organists, an office administrator and a cleaner, whose combined payments amounted to £11522. Other roles within the church which might ordinarily attract payment are being undertaken on a voluntary basis.

## 5 Grants – charitable giving

<b>PCC CHARITIES FOR 2023</b>	
Otley Christian Resource Centre	750
Armley Mission Partners (CCACP Ltd)	1000
British Red Cross - Gaza/Israel Appeal	1000
Wellspring Therapy & Training	1000
USPG	500
Compassion UK	500
Mission to Seafarers	450
DEC Earthquake Appeal	250
(£250 also sent to OCRC from Beckwithshaw)	
<b>Total PCC charitable giving (unrestricted)</b>	<b>5450</b>
<b>Agency collections</b>	
The Children's Society	365
DEC Earthquake Appeal	707

## 6 Fixed assets

### Investment assets

At 31<sup>st</sup> December 2022 the PCC held 1401.26 accumulation shares in the CBF Church of England Investment Fund at 5304.80 pence per share. As at 31 December 2023 the PCC held 1401.26 shares at 5971.38 pence per share, an increase of 12.5%.

	<b>2023</b>	<b>2022</b>
Market value at 1 January	74334	81835
Book value at disposal	0	0
Market value at 31 December	83675	74334
<b>Unrealised gain</b>	<b>9341</b>	<b>-7501</b>
<b>Realised gain on disposal</b>	<b>0</b>	<b>0</b>

## 7 Debtors

	<b>2023</b>	<b>2022</b>
Tax reclaimable	1306	1224
Chapter House Lettings	754	0
<b>Total</b>	<b>2060</b>	<b>1224</b>

## 8 Short term deposits & cash at bank

The PCC has two bank accounts with the National Westminster Bank (General Account and Planned Giving Account) and one with CAF Bank (General Account). The balances in these accounts at 31 December 2023 were £1392, £520 and £16744 respectively, a total of £18656.

## 9 Creditors

There was one creditor outstanding at the year end for £941, which has since been paid.

The Parish Share for 2023 was underpaid by £32000, giving the PCC a total 'historic share' of £54551. This is not reflected in the Balance Sheet as we do not anticipate paying it in the next year.

## 10 Gifts in kind & intangible income

The PCC receives, and gratefully acknowledges, substantial voluntary help. In accordance with s.8.48 of the CBF Church of England Guidance and Regulations this intangible benefit is not accounted for in the SOFA.

## 11 Analysis of net assets by fund

	Unrestricted Funds	Restricted Funds	2023	2022
Investment assets	83675		83675	74334
Current assets	17010	3706	20716	11722
Current liabilities	941		941	1000
<b>Fund balance</b>	<b>99744</b>	<b>3706</b>	<b>103450</b>	<b>85056</b>

## 12 Restricted fund details

	2023	2022
Fabric Fund	2905	3026
Flower Fund	388	497
Music Fund	413	516
Children's & Youth Work	0	94
Mission Partners Fund	0	94
<b>Total</b>	<b>3706</b>	<b>4227</b>

In addition, the Diocesan Board of Finance holds a deposit fund on behalf of St Robert's for the following gift:

Churchyard maintenance        £500

The capital from this cannot be used but the interest is paid quarterly into St Robert's General Account.

The Diocese also holds an endowment fund of £7697.44 in trust for St Robert's. This capital sum cannot be used and the interest from it is paid into the Diocese Stipend Fund.





# Independent Examiner's report to the PCC of St Robert's, Pannal

I report on the accounts for the year ended 31st December 2023, which are set out on the preceding pages

## Respective responsibilities of the Trustees and Independent Examiner

As trustees of the charity, the members of the PCC are responsible for the preparation of the accounts. They 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;
- follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

## Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by a 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 matters have come to my attention

1. which give me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with s.130 of the 2011 Act; or
- to prepare accounts 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.

  
.....  
**Mrs Jo Thompson**

  
.....  
Date

