

**St John's Parish Church, Ben Rhydding**

**ANNUAL REPORT and FINANCIAL STATEMENTS  
of the PAROCHIAL CHURCH COUNCIL  
for the year ended 31 December 2020**

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## St John's Parish Church, Ben Rhydding

### ANNUAL REPORT FOR 2020

The members of the Parochial Church Council (the PCC) present their report and financial statements for the year ended 31 December 2020. The PCC is a registered charity and a public benefit entity within the meaning of FRS102. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts, 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) (SORP FRS102) effective 1 January 2019. The PCC is eligible for, and has chosen to, apply the disclosure exemption permitted by FRS 102, Section 7.1B, and has not therefore presented a statement of cash flows in these financial statements.

#### **Objects and activities**

The PCC has the responsibility, with the Vicar, Rev'd Peter Willox, in promoting, in the ecclesiastical parish, the whole mission of the church - pastoral, evangelistic, social and ecumenical. The PCC is also responsible for the maintenance of the church building and hall of St John's, Ben Rhydding and for making decisions on all matters of general concern and importance to the parish including deciding on how the funds of the PCC are to be spent.

The PCC is committed to enabling as many people as possible to worship at St. John's and become part of the church family. The PCC aspires to see the faith of the congregation being put into practice in the communities where members live and work, and so has a commitment to ensure that the teaching and worship are both challenging and relevant to today's society. The PCC is also committed to finding ways of helping others in the community find direction and challenge for their lives, as well as fellowship and comfort through their relationship with God and His Church.

The Vicar and the PCC have been working with the whole church of St John's to continue to develop our vision for the future. This can be summarised as:

**“To be a growing family that encourages each member to mature in faith and discern God's call as we share God's love and bring the benefits of God's kingdom to our world”.**

To help us achieve this vision we aim to develop:  
*deeper relationships; meaningful worship; growth in faith; a serving building; community engagement; faith sharing.*

Over the year 2019/20 we chose **Community Engagement** as an over-arching theme for our work together.

The PCC met 13 times during 2020, mostly online due to the restrictions caused by the Covid 19 pandemic. In planning and carrying out activities at St John's for the year the PCC have considered the Charity Commission's guidance on public benefit.

## **St John's Parish Church, Ben Rhydding**

### **Review of performance and achievements**

#### **Church electoral roll and attendance**

There are 147 (2019:157) people on the church electoral roll, of whom 57 (2019: 50) are not resident in the parish.

The average 2020 Sunday attendance cannot be compared with the 2019 figures since worship in church was prohibited between 23rd March 2020 and the summer due to the Corona virus pandemic. Worship in church only resumed on a very restricted basis from September 6th at the 8.45am service.

#### **Worship**

In 2020 up until 22nd March we continued to maintain and develop our pattern of Sunday worship, providing a variety of services to suit the needs of the congregation and its visitors.

- Every Sunday at 8am there was a traditional Book of Common Prayer communion service, except when there was a fifth Sunday in the month.
- The main service on Sunday was at 10am, Common Worship communion being celebrated on the first and third Sundays in the month. We continued to use a liturgy for the 3<sup>rd</sup> Sunday Communion which allowed more space for reflection and the sharing our faith stories.
- On the second Sunday in the month we continued our creative 'Explore Together' Service where the congregation are invited to participate in a "learning zone" of their choice to think and pray through the theme of the day in their own preferred learning style.
- Our fourth Sunday celebration service was a relatively informal service of praise.
- A quieter and reflective service with healing prayer and communion happened at 10am on the fifth Sunday of the month which a "Celtic" style liturgy.

From 23rd March when the country went into Lockdown our main 10am Sunday service went online using either an emailed interactive service or live via the Zoom platform. The interactive service sheet contained links to the worship songs either from YouTube or pre-recorded by our own musicians, and links to the pre-recorded sermon, readings and prayers.

On average around 45 families logged in using the Zoom platform every Sunday. The interactive service sheet was accompanied by a pastoral letter, the prayers, readings, new sheet with feature article and activities for children.

This method of transmitting the service continued throughout 2020 and became more refined as it went along and was co-hosted by Andy Copsey. Special thanks need to be given to Andy Copsey for offering his technical skills and enabling our worship to move online with relatively few problems. The types of service followed the pre-lockdown formats even to the extent of using Break out Groups for the Explore service as well as at the end of the service.

For those unable to access this technology or use email, which amounted to 9 people in the congregation, the Rev. Peter Willox delivered the service sheet, pastoral letter, and news sheet to their homes in person.

## **St John's Parish Church, Ben Rhydding**

### **Worship (continued)**

At the beginning of June, the Church of England was allowed to re-open its doors for private prayer, funerals, and weddings on a very restricted basis. St John's was able to open its doors for 4 hours per week on a Tuesday and a Sunday afternoon under strict Covid-safe conditions up until 2nd September 2020.

From 6th September worship in church resumed under covid-secure conditions with a capacity of up to 30 people at 8.45am. This was a quiet reflective service with Holy Communion and in the absence of music and singing. The 10am Zoom services continued as they had been doing hitherto. Zoom prayer meetings were also introduced from September on 2nd and 4th Sundays at 6pm.

Our team of musicians worked very hard to bring the congregation musical compilations filmed at home and edited by Andy Copsey. Special thanks go to the Stidworthy family who recorded numerous ensembles, and Dave and Elaine Atkinson.

The preaching and leading team consist of Rev'd Peter Willox, Rev'd Jan Copsey, Sylvia Walker (Reader) and Dawn Jenkins (Reader) who meet regularly online to look at themes for services.

The Ark service, a fresh expression of worship, where people of all ages with or without learning difficulties are encouraged to join us in worship and fellowship in a very informal setting through crafts, dance, music and drama, normally runs monthly on a Sunday afternoon, with an additional meeting in a local cafe on a Friday midmonth. It is a great source of joy. It continues to thrive and regularly draws a congregation of between 40 and 50, some of whom attend other churches as well, but a significant number are now owning The Ark as their church. The Ark Services also went online via Zoom and were held regularly twice per month on a Sunday afternoon.

Messy Church services, which traditionally take place on a Saturday late afternoon bi-monthly and are aimed at enabling families of all ages to come and share some fun time and worship in a safe Christian environment, were unable to meet during lockdown and the rest of 2020, though they were able to participate in the Zoom Christingle service, and our Messy Church leaders have been in touch with the families by email on a regular basis.

The School Harvest and Carol services were unable to go ahead in 2020, but St John's was able to provide the pupils with Christingle packages from the Children's Society along with an invite to join the Christmas Zoom Christingle service on line on Christmas Eve.

In 2020 our clergy conducted 2 baptisms (2019: 6), 2 weddings (2019: 2) and 18 funerals (2019: 19).

## **St John's Parish Church, Ben Rhydding**

### **Fellowship and pastoral care**

There continues to be a number of committed members of St John's, who would normally visit people who are sick, housebound or elderly on behalf of the Church, and far more who keep an eye on neighbours and those who are vulnerable simply as a matter of Christian love. Sylvia Walker (Reader) coordinates this important work. During the pandemic we have had to rely on telephone and online contact more than physical visiting. Members of our Growth Groups have kept in regular contact with each other. For those not in groups a group of volunteers have been ringing around just to keep in touch.

Our Growth Groups, which are coordinated by Rob Malley, meet for fellowship and study, and continue to thrive, albeit online, and are always open to new members.

Our Monday afternoon groups Cake & Chat and The Care and Wellbeing Cafe sadly have not resumed in 2020. The Cake and Chat group is an opportunity for adults in the community to join for a couple of hours for fellowship, games, cake and chat. The Care and Wellbeing Café provides support and entertainment for people with dementia and their carers. There is always a need for more volunteers to help lead this group. We look forward to restarting these groups when we are able.

### **Children and young people**

The work with and amongst children and young people continues to be an important part of our ministry at St. John's. We normally run a structured crèche for babies and toddlers, a Sunday school, now known as 'Lighthouse' (ages 4-9) and Pathfinders (10-13) on the first, third and fourth Sunday and if there is a fifth Sunday. Our CYFA group (14-18) meets every Sunday evening of term time.

During Lockdown Fiona Croucher has continued Pathfinders online via Zoom during the morning Sunday service and Fiona and Amy Stidworthy led an online midweek meeting for mainly younger church children during the lockdowns. This has been very much appreciated. Amy, Nick Heywood and our Vicar, Peter, have continued to run the CYFA group online. An interesting development is that, through our connection with Revival Centre, Matugga, Uganda, we have one family from Kampala regularly joining us for worship and their children have joined in our children's groups which has proved to be a great connection for all involved.

Sadly, the two midweek morning toddler groups, "See and Know" on Wednesday and "Little Grasshoppers" on Friday as well as Messy Church on a Saturday have not been able to meet during Lockdown.

All those who work with children and young people at St John's are checked in accordance with our Vulnerable Adults and Child Protection Policy and are subject to its procedures which are in line with Diocesan guidelines. The policy was last fully reviewed and updated during 2019 and will be again reviewed late in 2021. Our new safeguarding officer has received training and guidance from the Diocesan safeguarding team and will help us ensure we are keeping up to date with our responsibilities. Regular training in Child Protection and safeguarding issues is provided by the Diocesan Safeguarding team.

## **St John's Parish Church, Ben Rhydding**

### **Local community**

The church continues to be actively involved in the local community but this has been curtailed by lockdown so the following usual events could not take place in 2020:

- The annual Ben Rhydding Community Fete
- The Fairtrade stall that usually runs every third week of the month after the main Sunday morning service.
- Open the Book in Schools
- The Children's 'Nearly New' Sales

However, we were able to take advantage of our church grounds to interact with our local community during the lockdowns:

- At Remembrancetide we invited people to come and light candles outside as part of a "Beacon of Hope", to give thanks for special people in their lives, both living and deceased,
- We joined in the Soroptomists' campaign against domestic violence, hanging orange pompoms in our trees,
- Then later we invited school children and members of our community to adorn our trees with Christmas decorations,
- We illuminated our church tower and windows with coloured lights over Christmastide and had an interactive willow structure built near our west end window.

We have also had some events online:

- A Harvest supper, quiz and rice challenge led by Hilary Davies and Miranda Armitage.
- Zoom for Matugga
- Zoom Afternoon Tea and quiz run by Miranda and Sophie Armitage.

### **Links with other Christian organisations**

St John's continues to have an active role in the deanery, South Craven and Wharfedale. The Vicar is on the standing committee of the deanery synod. We continue to support and greatly benefit from the Otley Christian Resources Hub (OCRH) which started out as a deanery project. Our Vicar is Chair and a trustee of the OCRH which has become a charitable incorporated organisation. The Church also maintains links with others in the Ilkley area through Churches Together in Ilkley (CTI). These Ecumenical links continue to be strong as the church plays its part in CTI, notably helping to support the locally organised Food Bank.

Two of our congregation are trustees of CTI 2000, along with our Vicar who acts as Chair for the committee. CTI 2000 is a registered charity originally set up by Churches Together in Ilkley (CTI) whose aim is to provide accommodation and opportunities for socialising, for those in our community with learning difficulties. It continues to be a privilege to be able to host the CTI 2000 gardening project, for young adults with learning difficulties, on our church allotment, and a few more people are now helping from the church. This connection also helps to strengthen ties between that and the Ark.

St John's Church has many links into the world church and through money, gifts and prayers supports many good works and people, in places often quite different to ours. The congregation have also benefited from these links, being challenged to look at how they can be active Christians in our community. It is a privilege to have one of our mission partners in our congregation, James Dannenburg, who is a Bible translator and regularly travels to Turkey to join with others as they produce Bibles in Turkic languages.

## **St John's Parish Church, Ben Rhydding**

### **Links with other Christian organisations (continued)**

Several of our church and local community members, including Rev'd Peter Willox, have travelled out to Uganda to see the work first-hand at the Revival Centre in Matugga. Sadly, due to the pandemic, our mission partner Bishop Ivan Lugoloobi from the Revival Centre could not visit us in June as planned. We also support Miss Azaria Spencer who works amongst street children in Guatemala with the Church Mission Society, and Pam and Simon Wanderlii, working out in Australia and Papua New Guinea with Mission Aviation Fellowship.

The mission support group is chaired by John Sheen. The group continues to maintain contact with our mission partners and has also reviewed the list of mission partners and organisations we support. The Mission Support Group regularly provide information to update the congregation of the prayer and practical needs of our mission partners.

The group makes recommendations on mission giving to the PCC and managing the distribution of funds. In 2020, £8,625 was given to mission (2019: £8,250).

There were special collections at church services during the year for Christian Aid, and a Church Gift Day.

### **The church building and hall**

The church was open during daylight hours every day of the week for visitors and people who want to pray or be quiet until 23rd March 2020 and then re-opened under Covid-secure restrictions for private prayer in June 2020.

The hall and the lounge were hired out regularly by a large number of community organisations, as well as private individuals, up until lockdown in March 2020. Hall hire was able to resume by one group through October 2020, until a second lockdown occurred.

In terms of general maintenance projects in 2020, the main concern of the PCC was to commence plans to completely refurbish the toilets and re-site the disabled toilet giving improved wheelchair access. This work has now been completed.

### **Governance and structure**

Rev'd Peter Willox was licensed as Vicar on 16<sup>th</sup> September 2012. He is assisted by the Rev'd Jan Copsey, who is re-licensed as a non-stipendiary Associate Priest.

### **Committees**

To enable the church to fulfil its Vision we have a number of committees and teams. These meet when required between full meetings of the PCC and bring items to it for discussion and decision.

**Standing committee:** This is the only committee required by law. It has the power to transact the business of the PCC between meetings, subject to any direction given by the Council. This only meets as needed.

## **St John's Parish Church, Ben Rhydding**

### **Governance and structure (continued)**

**Finance committee:** This oversees the general financial activities of St John's (including mission giving) by monitoring income and expenditure, budgeting and maintaining appropriate financial controls.

**Property committee.** This oversees the maintenance and upkeep of the church buildings.

**Mission support group:** This group attends to matters relating to St John's support of mission and relief agencies. The Mission support group works with our mission partners to assess needs.

### **Warden's team.**

The Vicar met regularly on Zoom with the wardens, Caroline Elston and Suzanne Mills; the Assistant Wardens, Roger Houghton and Bill Marwick; the Associate Priest, Rev'd Jan Copsey and our two readers, Sylvia Walker and Dawn Jenkins. This group helps set the agenda for PCC business and discusses the spiritual direction of the church.

We have had two retired clergy in our congregation who offer support where they can, and whose wisdom and experience are of benefit to the whole church

Many members of the church give much of their time on a voluntary basis to help the church function and grow and the PCC would like to formally record its thanks to them. Where external professional advice is necessary the Diocesan Advisory Committee and church architect have proved most helpful.

### **PCC membership**

The method of appointment of PCC members is set out in the church representation rules. At St John's, membership of the PCC consists of the Vicar, churchwardens, Associate Priest Readers, Deanery Synod representatives and members elected by those members of the congregation who are on the electoral roll of the church. The PCC also has power to co-opt members who have a specific role in the church. All members of the congregation are encouraged to join the electoral roll and play an active part in our church life.

Elected members serve for a period of three years. During the year the following served as members of the PCC:

#### **Vicar**

Rev'd Peter Willox

Chairman

#### **Wardens**

Caroline Elston

(resigned 5 October 2020)

Suzanne Mills

(resigned 1 November 2020)



## **St John's Parish Church, Ben Rhydding**

### **PCC membership (continued)**

#### **Representatives on Deanery Synod**

Dawn Jenkins

Lynn Haygarth

Sylvia Walker

(resigned 5 October 2020)

(appointed 9 November 2020)

#### **Elected members**

Miranda Armitage

Kathleen Balfour

Margaret Beatham

Nikki Gibson

Kath Hannam

Roger Houghton

Charles Jenkins

Lynn Haygarth

Bill Marwick

Karen Oxtoby

Andy Rayment

Amy Stidworthy

Assistant warden (resigned 8 March 2020)

Treasurer

(resigned 5 October 2020)

Assistant warden

Secretary

(appointed 5 October 2020)

#### **Non-elected Members**

Rev'd Jan Copsey

Sylvia Walker

Dawn Jenkins

Associate Priest

Reader

Reader

### **Annual Parochial Church Meeting (APCM)**

St John's APCM is usually held the April following the financial year end. Following the lockdown on 23 March 2020, and on advice from the Church of England, the APCM for 2019 was delayed until October 2020.

### **Financial summary**

An overall deficit of £(25,334) was recognised in 2020 (2019: deficit £(3,403)). On our general (unrestricted) fund there was a deficit of £(15,304) (2019: £154) and on restricted funds a deficit of £(10,030) (2019: deficit £(3,557)).

The Church paid £88k in parish share in 2020 compared to the share request of £116k. This included a payment of £10k from historical reserves, following a review by the PCC in November 2020, as well as £5k of additional donations from church members after an appeal in December 2020. The PCC had budgeted £94,000 for parish share, but this proved unachievable due to the impact of the pandemic on hall hire income. The PCC has consequently budgeted £74,000 for parish share in 2021. The share provides support to other parishes and mission initiatives as well as clergy stipends, homes and pensions. The PCC recognises the importance of meeting its full share request and will continue to work towards this goal, despite the current difficult circumstances.

Although the church was unable to pay its requested 2020 parish share in full by the deadline of 4 January 2021, no liability for this is being carried forward in these accounts based on the advice of the Diocese.

## **St John's Parish Church, Ben Rhydding**

### **Financial summary (continued)**

The PCC has considered the church finances in relation to the impact of the pandemic. Although there has been a shortfall in income due to loss of hall hire, the major source of income which is voluntary giving, remains substantially the same. The PCC is reviewing the income and expenditure on a regular basis and the loss of income will be managed through cost reductions. The PCC continues to be very grateful for the generosity of its church members during such a challenging time.

### **Pensions**

St John's participates in NEST, a workplace pension scheme which is run by the NEST Corporation, a non-departmental public body which is accountable to Parliament through the Secretary of State for Work and Pensions.

The pension scheme is a defined contribution scheme. The pensions costs charged to the Statement of Financial Activities in the year were £513 (2019: £421).

### **Reserves policy**

It is the PCC's policy to hold unrestricted funds which equates to two and a half to three months' expenditure. These reserves are held to meet the day-to-day running costs of the church and to help finance significant projects as and when required.

Of the available reserves of £43,975, £33,764 was retained at the end of 2020 under the above reserves policy. A further £10,211 was allocated to specific church projects. Due to the uncertainty that the coronavirus pandemic poses to church finances, a further review of the allocation of unrestricted reserves will be left until December 2021.

The budget is prepared on an annual basis, approved by the PCC, and by members, at the annual parochial church meeting. In 2020, the PCC has continued its policy of budgeting for major repairs and renewals expected in the year.

### **Risk management**

The major risks to which the PCC is exposed have been reviewed, and systems or procedures designed to manage those risks have been established.

Rev'd P Willox  
Chair  
12 April 2021

**St John's Parish Church, Ben Rhydding**

**STATEMENT OF FINANCIAL ACTIVITIES  
for the year ending 31 December 2020**

|   | <b>Notes</b> | <b>Unrestricted<br/>Funds<br/>2020<br/>£</b> | <b>Restricted<br/>Funds<br/>2020<br/>£</b> | <b>Total<br/>2020<br/>£</b> | <b>Total<br/>2019<br/>£</b> |
|---|--------------|--|--|-----------------------------|-----------------------------|
| <b>Income and endowments:</b>                 |              |  |  |                             |                             |
| Voluntary income – direct giving              |              | 118,276                                      | -  | 118,276                     | 118,178                     |
| Restricted income                             |              | -  | 50   | 50                          | 3,283                       |
| Gross income from events and other activities |              | 12,213                                       | -  | 12,213                      | 30,014                      |
| Bank interest                                 |              | 394  | -  | 394                         | 288                         |
| <b>Total income and endowments</b>            | <b>2</b>     | <b>130,883</b>                               | <b>50</b>                                  | <b>130,933</b>              | <b>151,763</b>              |
| <b>Expenditure:</b>                           |              |  |  |                             |                             |
| Grants and mission giving                     | 8            | 9,210  | -  | 9,210                       | 14,042                      |
| Support costs                                 |              | 455  | -  | 455                         | 1,164                       |
| Costs of generating voluntary income          |              | -  | -  | -                           | -                           |
| Directly relating to the work of the Church   |              | 128,417                                      | 3,680                                      | 132,097                     | 125,740                     |
| Church management and administration          |              | 14,333                                       | 172  | 14,505                      | 14,220                      |
| <b>Total expenditure</b>                      | <b>3</b>     | <b>152,415</b>                               | <b>3,852</b>                               | <b>156,267</b>              | <b>155,166</b>              |
| <b>Net movement in funds</b>                  |              | <b>(21,532)</b>                              | <b>(3,802)</b>                             | <b>(25,334)</b>             | <b>(3,403)</b>              |
| Transfers between funds                       |              | 6,228  | (6,228)                                    | -                           | -                           |
| <b>Net movement in funds</b>                  |              | <b>(15,304)</b>                              | <b>(10,030)</b>                            | <b>(25,334)</b>             | <b>(3,403)</b>              |
| Reconciliation of funds:                      |              |  |  |                             |                             |
| Balance brought forward                       |              | 65,512                                       | 10,763                                     | 76,275                      | 79,678                      |
| <b>Balance carried forward</b>                |              | <b>50,208</b>                                | <b>733</b>                                 | <b>50,941</b>               | <b>76,275</b>               |

The accompanying notes on pages 12 to 20 are an integral part of this statement.

# St John's Parish Church, Ben Rhydding

## BALANCE SHEET as at 31 December 2020

|  | Notes | 2020<br>£     | 2019<br>£     |
|--|-------|---------------|---------------|
| <b>Fixed assets</b>                            |       |               |               |
| Tangible assets                                | 4     | 6,233         | 9,633         |
| <b>Current assets:</b>                         |       |               |               |
| Debtors and prepayments                        | 5     | 14,143        | 20,179        |
| Short term deposits                            |       | 38,885        | 38,693        |
| Cash at bank                                   |       | 547           | 12,649        |
|  |       | <b>53,575</b> | <b>71,521</b> |
| <b>Liabilities falling due within one year</b> | 6     | 8,867         | 4,879         |
| <b>Net current assets</b>                      |       | <b>44,708</b> | <b>66,642</b> |
| <b>Total net assets</b>                        |       | <b>50,941</b> | <b>76,275</b> |
| <b>Represented by:</b>                         |       |               |               |
| Unrestricted funds                             | 7     | 50,208        | 65,512        |
| Restricted funds                               | 7     | 733           | 10,763        |
| <b>Total funds</b>                             |       | <b>50,941</b> | <b>76,275</b> |

The Accounts were approved by the Parochial Church Council on 12 April 2021.

----- Vicar (Chair)

----- Treasurer

The accompanying notes on pages 12 to 20 are an integral part of this statement.

## **St John's Parish Church, Ben Rhydding**

### **NOTES TO THE ACCOUNTS - 31 December 2020**

#### **1. Accounting policies**

The financial statements have been prepared under the Charities Act 2011 and in accordance with the Church Accounting Regulations 2006, the applicable accounting standard FRS102 and SORP FRS102.

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

##### **a. Funds**

Unrestricted funds represent the funds of the PCC that are not subject to any restrictions regarding their use and are available for application for the general purposes of the PCC. Restricted funds are designated for a specific purpose by the PCC. The accounts include all transactions, assets and liabilities for which the PCC is responsible in law. They do not include the accounts of church groups that are affiliated to another body nor those which are informal gatherings of church members.

##### **b. Incoming resources**

Voluntary income:

- Collections and donations are recognised when received.
- Income tax recoverable on Gift Aid income is recognised when claimable.
- Grants and legacies to the PCC are accounted for as soon as the PCC is notified of its entitlement and the likely amount due.
- Funds raised from special events and activities are accounted for gross of expenditure.

Other income:

- Rental income from letting church premises and allotments is accounted for when incurred.
- Parochial fees for weddings, funerals etc are accounted for when they arise.

##### **c. Resources used**

Expenses, grants, mission giving and Diocesan Share are accounted for when payable.

## **St John's Parish Church, Ben Rhydding**

### **NOTES TO THE ACCOUNTS - 31 December 2020 (continued)**

#### **d. Balance sheet**

##### Fixed assets:

- Consecrated land and buildings are excluded from the accounts by Section 10(2) of the Charities Act 2011 as they are removed from the definition of charity for the purposes of the Act. Costs associated with the maintenance or improvement of such assets are written off in the year incurred.
- Moveable church furnishings held by the churchwardens on special trust for the PCC and which require a faculty for disposal are considered to be inalienable property. There is insufficient cost information available to capitalise historic purchases of these assets. From 2014, purchases of such assets are capitalised where the cost is greater than £4,000 and depreciated over their useful lives.
- All other fixtures, fittings and office equipment are capitalised where the cost is greater than £4,000 and are depreciated over their useful lives.

##### Current assets:

- Amounts owing to the PCC at the year-end are shown as debtors.
- Short term deposits include cash held at the bank or in the money market.

#### **e. Reserves policy**

The PCC has considered the amount of reserves that should be held and has decided that two and a half to three months of operating costs is appropriate.

# St John's Parish Church, Ben Rhydding

## NOTES TO THE ACCOUNTS - 31 December 2020 (continued)

### 2. Income and endowments

|  | Unrestricted<br>Funds<br>2020<br>£ | Restricted<br>Funds<br>2020<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|--|------------------------------------|----------------------------------|--------------------|--------------------|
| Voluntary Income (direct giving)         |                                    |                                  |                    |                    |
| Regular giving                           | 91,807                             | -                                | 91,807             | 89,286             |
| Other collections at services            | 1,406                              | -                                | 1,406              | 5,761              |
| Legacies                                 | 4,000                              | -                                | 4,000              | -                  |
| Sundry donations                         | 301                                | -                                | 301                | 860                |
| Income tax recoverable                   | 20,762                             | -                                | 20,762             | 22,271             |
|  | <b>118,276</b>                     | <b>-</b>                         | <b>118,276</b>     | <b>118,178</b>     |
| Restricted income                        | -                                  | 50                               | 50                 | 3,283              |
| Income tax recoverable                   | -                                  | -                                | -                  | -                  |
|  | <b>-</b>                           | <b>50</b>                        | <b>50</b>          | <b>3,283</b>       |
| Gross income from events and activities: |                                    |                                  |                    |                    |
| Church hall and allotment fees           | 9,089                              | -                                | 9,089              | 27,185             |
| Fees                                     | 1,891                              | -                                | 1,891              | 1,884              |
| Fundraising activities                   | 811                                | -                                | 811                |                    |
| Sundry receipts                          | 422                                | -                                | 422                | 945                |
|  | <b>12,213</b>                      | <b>-</b>                         | <b>12,213</b>      | <b>30,014</b>      |
| Bank interest                            | 394                                | -                                | 394                | 288                |
| <b>Total income and endowments</b>       | <b>130,883</b>                     | <b>50</b>                        | <b>130,933</b>     | <b>151,763</b>     |

# St John's Parish Church, Ben Rhydding

## NOTES TO THE ACCOUNTS - 31 December 2020 (continued)

### 3. Expenditure

|  | Notes | Unrestricted<br>Funds<br>2020<br>£ | Restricted<br>Funds<br>2020<br>£ | Total<br>2020<br>£ | Total<br>2019<br>£ |
|--|-------|------------------------------------|----------------------------------|--------------------|--------------------|
| Grants and mission giving:                   |       |                                    |                                  |                    |                    |
| Mission partners                             | 8     | 6,725                              | -                                | 6,725              | 7,975              |
| Other mission agencies                       | 8     | 1,900                              | -                                | 1,900              | 275                |
| Other charities and agencies                 | 8     | 585                                | -                                | 585                | 5,792              |
|  |       | <b>9,210</b>                       | <b>-</b>                         | <b>9,210</b>       | <b>14,042</b>      |
| Support costs:                               |       |                                    |                                  |                    |                    |
| Teaching and worship                         |       | <b>455</b>                         | <b>-</b>                         | <b>455</b>         | <b>1,164</b>       |
| Costs of generating voluntary income:        |       |                                    |                                  |                    |                    |
| Fundraising supplies                         |       | -                                  | -                                | -                  | -                  |
| Directly relating to the work of the Church: |       |                                    |                                  |                    |                    |
| Parish share to Diocese                      |       | 88,001                             | -                                | 88,001             | 97,000             |
| Service expenses                             |       | 1,484                              | -                                | 1,484              | 1,520              |
| Clergy expenses                              |       | 621                                | -                                | 621                | 784                |
| Hospitality                                  |       | -                                  | -                                | -                  | 535                |
| Insurance                                    |       | 2,621                              | -                                | 2,621              | 2,561              |
| Repairs and maintenance                      | 9     | 28,403                             | 280                              | 28,683             | 9,162              |
| Telephone and postage                        |       | 1,208                              | -                                | 1,208              | 1,052              |
| Utilities                                    |       | 6,079                              | -                                | 6,079              | 9,726              |
| Depreciation                                 |       | -                                  | 3,400                            | 3,400              | 3,400              |
|  |       | <b>128,417</b>                     | <b>3,680</b>                     | <b>132,097</b>     | <b>125,740</b>     |
| Church management and administration         |       |                                    |                                  |                    |                    |
| Administration wages                         | 10    | 12,789                             | -                                | 12,789             | 13,034             |
| Printing and stationery                      |       | 706                                | -                                | 706                | 964                |
| IT   |       | 211                                | 172                              | 383                | 176                |
| Covid-19 costs                               |       | 406                                | -                                | 406                | -                  |
| Sundry expenses                              |       | 221                                | -                                | 221                | 46                 |
|  |       | <b>14,333</b>                      | <b>172</b>                       | <b>14,505</b>      | <b>14,220</b>      |
| <b>Total expenditure</b>                     |       | <b>152,415</b>                     | <b>3,852</b>                     | <b>156,267</b>     | <b>155,166</b>     |



# St John's Parish Church, Ben Rhydding

## NOTES TO THE ACCOUNTS - 31 December 2020 (continued)

### 4. Tangible fixed assets

|                            | Church<br>equipment<br>£ |
|----------------------------|--------------------------|
| <b>Cost</b>                |                          |
| At 1 January 2020          | 17,000                   |
| Additions                  | -                        |
| Disposals                  | -                        |
| <b>At 31 December 2020</b> | <b>17,000</b>            |
| <b>Depreciation</b>        |                          |
| At 1 January 2020          | 7,367                    |
| Disposals                  | -                        |
| Charge for the year        | 3,400                    |
| <b>At 31 December 2020</b> | <b>10,767</b>            |
| <b>Net book value</b>      |                          |
| <b>At 31 December 2020</b> | <b>6,233</b>             |
| At 31 December 2019        | 9,633                    |

### 5. Debtors and prepayments

|                                | 2020<br>£     | 2019<br>£     |
|--------------------------------|---------------|---------------|
| Income tax recoverable         | 10,750        | 5,753         |
| Other debtors                  | 1,675         | 8,509         |
| Prepayments and accrued income | 1,718         | 5,917         |
|                                | <b>14,143</b> | <b>20,179</b> |

# St John's Parish Church, Ben Rhydding

## NOTES TO THE ACCOUNTS - 31 December 2019 (continued)

### 6. Liabilities falling due within one year

|                  | 20<br>£      | 2019<br>£    |
|------------------|--------------|--------------|
| Sundry creditors | 700          | 954          |
| Sundry accruals  | 8,167        | 3,925        |
|                  | <b>8,867</b> | <b>4,879</b> |

### 7. Funds

Movement in funds are as follows:

|                             | 1 Jan<br>2020<br>£ | Incoming<br>Resources<br>(note 2)<br>£ | Resources<br>Expended<br>(note 3)<br>£ | Transfers<br>Between<br>funds<br>£ | 31 Dec<br>2020<br>£ |
|-----------------------------|--------------------|--|--|------------------------------------|---------------------|
| Sound and Vision            | 9,908              | -                                      | (3,680)                                | (6228)                             | -                   |
| The Ark                     | 855                | 50                                     | (172)                                  | -                                  | 733                 |
| <b>Restricted funds</b>     | <b>10,763</b>      | <b>50</b>                              | <b>(3,852)</b>                         | <b>(6,228)</b>                     | <b>733</b>          |
| Maintenance and Development | 22,513             | 4,500                                  | (22,696)                               | 3,000                              | 7,317               |
| Messy Church                | 2,894              | -                                      | -                                      | -                                  | 2,894               |
| <b>Designated funds</b>     | <b>25,407</b>      | <b>4,500</b>                           | <b>(22,696)</b>                        | <b>3,000</b>                       | <b>10,211</b>       |
| General reserves            | 40,105             | 126,383                                | (129,719)                              | 3,228                              | 39,997              |
| <b>Total funds</b>          | <b>76,275</b>      | <b>130,933</b>                         | <b>(156,267)</b>                       | <b>-</b>                           | <b>50,941</b>       |

**St John's Parish Church, Ben Rhydding**

**NOTES TO THE ACCOUNTS - 31 December 2019 (continued)**

**8. Grants and mission giving**

|   | <b>2020</b>  | <b>2019</b>   |
|---|--------------|---------------|
|   | <b>£</b>     | <b>£</b>      |
| Mission partners:                         |              |               |
| James Dannenberg (Partnership Trust)      | 2,000        | 4,000         |
| Give a Child a Hope                       | 1,250        | 1,250         |
| MAF                                       | 1,125        | 1,125         |
| Open Doors                                | 1,000        | 800           |
| CMS                                       | 1,000        | 800           |
| A Rocha                                   | 350          | -             |
|   | <b>6,725</b> | <b>7,975</b>  |
| Other mission agencies:                   |              |               |
| Sudan Link                                | 1,125        | -             |
| Christian Aid                             | 500          | -             |
| Otley Community Resources Hub             | 275          | 275           |
|   | <b>1,900</b> | <b>275</b>    |
| <b>Total mission giving</b>               | <b>8,625</b> | <b>8,250</b>  |
| Other charities and agencies:             |              |               |
| Clothing sale:                            |              |               |
| Martin House                              | -            | 981           |
| Give a Child a Hope                       | -            | 981           |
| Friends of Addingham Primary              | -            | 581           |
| Children in Need                          | -            | 342           |
| Christian Aid                             | -            | 311           |
| Sudan Link                                | -            | 235           |
|   | <b>-</b>     | <b>3,431</b>  |
| Other                                     | 585          | 2,361         |
| <b>Total other charities and agencies</b> | <b>585</b>   | <b>5,792</b>  |
| <b>Total grants and mission giving</b>    | <b>9,210</b> | <b>14,042</b> |

## St John's Parish Church, Ben Rhydding

### NOTES TO THE ACCOUNTS - 31 December 2019 (continued)

#### 9. Repairs and maintenance

|  | 2020<br>£     | 2019<br>£    |
|--|---------------|--------------|
| Toilet improvements                              | 22,696        | 644          |
| Boiler repairs                                   | 1,505         | -            |
| Lighting and electrical installation and repairs | 713           | 807          |
| Sound and vision system                          | 490           | 501          |
| Quinquennial                                     | -             | 1,140        |
| Fencing  | -             | 435          |
| Plumbing repairs                                 | -             | 166          |
| Piano and organ tuning and repairs               | -             | 400          |
| Cleaning services                                | 1,998         | 2,704        |
| Sundries including full appliance servicing      | 1,281         | 2,365        |
| <b>Total repairs and maintenance</b>             | <b>28,683</b> | <b>9,162</b> |

#### 10. Staff costs

The Church had three part-time employees in 2019 whose wages during the year were:

|                          | 2020<br>£     | 2019<br>£     |
|--------------------------|---------------|---------------|
| Wages                    | 12,276        | 12,613        |
| Pension costs            | 513           | 421           |
| <b>Total staff costs</b> | <b>12,789</b> | <b>13,034</b> |

No employees had employee benefits in excess of £60,000 (2019: Nil).

PCC members were not paid and did not receive any other benefits from employment with the Church in the year (2019: Nil). No PCC member received payment for professional or other services from the Church in the year (2019: Nil)

## **St John's Parish Church, Ben Rhydding**

### **STATEMENT OF RESPONSIBILITIES OF THE PAROCHIAL CHURCH COUNCIL**

The Charities Act 2011 requires the Parochial Church Council (PCC) to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the PCC and of its financial activities for that year. In preparing these financial statements, the PCC is required to:

1. Select suitable accounting policies and then apply them consistently,
2. Make judgments and estimates that are reasonable and prudent
3. Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the PCC will continue in operation.

The PCC is responsible for keeping proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the PCC and enable it to ensure that the financial statements comply with the Charities Act 2011 and the Church Accounting Regulations 2006. The PCC is also responsible for safeguarding the assets and hence for taking steps for the prevention and detection of fraud and other irregularities.

Approved by the Parochial Church Council and signed on its behalf by:

Rev'd Peter Willox  
PCC Chair  
12 April 2021

**St John's Parish Church, Ben Rhydding**

**INDEPENDENT EXAMINER'S REPORT  
TO THE PCC OF ST JOHN'S BEN RHYDDING**

This report on the accounts of St John's Parish Church, Ben Rhydding for the year ended 31 December 2019, which are set out on pages 11 to 21, is in respect of an examination carried out under regulation 3(c) of the Church Accounting Regulations 2006 and section 144 of the Charities Act 2011 (the Charities Act).

**Respective responsibility of trustee and examiner**

The PCC is responsible for the preparation of the accounts. The PCC consider that the audit requirements of regulation 3(c) of the Church Accounting Regulations 2006 and section 144 of the Charities Act do not apply and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011,
- follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act 2011, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. That examination includes a review of the accounting records kept by the PCC and a comparison of the accounts presented with those records. It also includes consideration of any unusual items and 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 report**

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 Charities Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act, have not been met; or

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

Peter Wilde ACA, 8 Ashburn Place, Ilkley, LS29 9NW

.....12 April 2021