

PARISH CHURCH OF ST. JOHN THE BAPTIST, ADEL, LEEDS
ANNUAL REPORT OF THE PAROCHIAL CHURCH COUNCIL, 2021

AIM AND PURPOSES

The Parochial Church Council (PCC) of the Parish Church of St John the Baptist, Adel cooperates with the Rector of the Parish and its elected Churchwardens in promoting, in the ecclesiastical Parish, the whole mission of the Church – pastoral, evangelistic, social and ecumenical. To do this, it aims to make the most appropriate use of the resources available to it: a beautiful 12th Century Parish Church; The Old Stables (used as a meeting place for activities in the Parish); the funds donated to the Church by regular giving, legacies and bequests; and, most importantly, the lay members of our Church, both those who wish to be formally identified by inclusion on our Electoral Roll - 209 at the end of 2021 - and those who, though not formal members, regard our Church as their spiritual home.

OBJECTIVES AND ACTIVITIES

The mission of the Parish Church of St John the Baptist, Adel is:

Through Christian worship, word and action, to celebrate and share the love of God with our neighbours.

Our Vision Statement:

*We offer a warm and sincere welcome to everyone, old friends and new.
We share the love of God with our Church community and neighbours near and far.
We provide care and compassion by loving service for those in need.
We respect and nurture God's environment.*

The PCC carries forward its mission and seeks to achieve its vision by maintaining oversight of our regular worship to ensure that it meets the spiritual needs of as many of our parishioners as possible; by making specific provision for young people to grow up in our Christian family; by encouraging and enabling all parishioners to take advantage of the occasional offices (baptism, marriage, funerals) and welcoming as many as possible to festival and special Services; by facilitating, promoting and organising social events open to all; by making The Old Stables available for the use of groups which benefit the community; and by providing spiritual and practical support for Adel St. John the Baptist Church of England Primary School. To achieve all this, we make prudent use of the financial resources available to us to maintain and enhance our beautiful church, The Old Stables (both Listed Buildings) and the churchyard.

ACHIEVEMENTS AND PERFORMANCE

Our Church

For a large part of 2021, the mission of the church was made more difficult than usual as the country began to emerge from the COVID-19 pandemic. At a time of widespread isolation, loneliness and fear, our church was instrumental in uniting the community of Adel with a collective feeling of optimism, hope and faith that better days lay ahead. As a community we sought out those who may be suffering or facing new challenges, both within Adel and beyond, and did all that we could to offer both practical and spiritual help. Our church and our missionary have evolved over the course of the pandemic. Some of our old ways and traditions are becoming re-established, but we have also embraced some new ideas and practices that have made our church, and our God accessible to all.

During 2021, our youth group, Ace, nearly doubled in size. Our younger people have really embraced Ace and many are making huge contributions to discussions and beginning to develop their own thoughts and culture.

For the even younger ones, Junior Church has successfully reopened. This was done in a staged way, to make sure that we were able to offer the right kind of experience in a safe and responsible way using a booking system to enable us to manage things.

However, we were able to stop the booking system for main services in church. Many people felt comfortable to return, with some covid-safe practices at first, but the weekly congregation has almost returned to pre-covid numbers.

During the pandemic, we invested in some audio and video streaming equipment, which has meant that the Sunday morning Eucharist at 10am can be viewed via the internet. At the start of the year, we didn't have the equipment to live stream, but each week a pre-recorded video was produced for every Sunday and sometimes mid-week. Material was also produced for Junior Church. This was uploaded to YouTube and links to our YouTube Channel were posted on social media and the website.

We started live-streaming on 18/7/21 and since then the Sunday 10am service has been available for anyone to watch live on our YouTube Channel. There are 7 people trained to operate the system and a rota is produced every few months. We have also live-streamed some funerals which has enabled people around the world to "attend".

Paul Barker, our organist and an active member of the PCC, felt that he would like to begin training as a lay reader. Having been through the initial levels of training, he progressed well and is working hard to support Alison in the ministry of Adel Parish Church.

One new service that has been introduced, is a monthly Eucharist service in the Stables - which is followed by a hot drink and a chat. It was felt that some members of the congregation may feel more comfortable using the Stables as the path from the carpark to the church and the steps into the church can prove quite an obstacle.

Christmas in Adel began to resemble past years, as we managed to hold a Carol Service, led by the Leeds Guild of Singers, with mulled wine afterwards. We also held two Crib services on Christmas eve. Because of a resurgence in covid, and the large numbers of people expected, it was decided to hold the services in the churchyard. This added some real character as everybody was wrapped up against the elements and the second of the two, held by candle light, was particularly well attended.

In September, we welcomed a new Head, Mr. Peter Dalrymple, to Adel St John the Baptist Primary School. Mr Dalrymple began immediately to work with, and develop, the Christian ethos of the school, and we managed to welcome school into the church for the first time in a long time.

2021 saw the return of a very popular event that had been missing from 2020, the Boundary walk. This is a very popular event and was well supported. This is where we meet at the Old Stables and spend the day walking the boundary of the parish, with appropriate refreshment breaks factored in. The walk is open to all and it is taken at a pace that is comfortable for everybody.

Our Social committee have been one of our greatest assets during the pandemic and have worked tirelessly to try to raise spirits and keep our community engaged. 2021 allowed for some in-person events, while still using remote, online technology for some events. Many people from the area joined in the fun, and were able to make the

most of: Bingo nights, quizzes, coffee mornings (both remote and in-person), a race night, guided painting with our Churchwarden Lucy, the much-missed Harvest Lunch made a return, we enjoyed a concert with Concentio - a national choral Group in October and we were able to re-introduce our Bonfire and fireworks night in November, which, as usual, was a real community affair.

The outstanding event of the year was the Patronal Festival weekend, when we had a fantastic fair, accompanied by a short play by Adel Players and a concert by the Leeds Guild of Singers. We made over £2000 on that day, a truly record amount. It was widely felt that the Patronal Festival came at just the right time for a community who had not had much fun.

The Old Stables

This listed building provides an excellent resource to support our Church's outreach into the community. In times without social restrictions, the main room is used every Sunday - during the 10am Service for our Junior Church and after it to provide refreshments and the opportunity for fellowship for the whole congregation. And both downstairs rooms are regularly used throughout the week by up to a dozen different community groups, ranging from a parents and toddlers group to activities for older people.

The PCC and some of its committees also meet in The Old Stables. It has a fully equipped kitchen and, in normal times, our Social Committee arranges and runs a series of events throughout the year, some associated with the church's Festivals and others, such as regular coffee mornings on Saturdays, talks, quiz nights etc., which are aimed at - and attract - people from the wider community. These events always include refreshment, which acts as a lubricant both for fellowship and for outreach.

We ensure that hirers of The Old Stables, who are not members of our church family, have adequate public liability insurance, so that the PCC would not itself be liable if there were a claim against the church.

2021 was certainly a better year than 2020. For the first four months the Stables was closed but things started to pick up in May. Some classes never came back, but new classes started, so our income slowly built up as the year progressed. Parties helped increase the income, and although we were under Covid restrictions all year, people willingly cooperated.

Safeguarding

Safeguarding is everyone's business. We are all conscious of our responsibility in the safeguarding of children and vulnerable adults. Safeguarding meetings are held biannually with the Rector, the parish Safeguarding Officer and the Child Advocate.

All appropriate DBS checks have been carried out for those involved in the provision of services to young children. In addition, Confidential Declaration Forms are completed annually. All those involved are actively encouraged to undertake Safeguarding training, a process which is ongoing.

The Diocese continue to use the booklet "Promoting a Safer Church" setting out the Safeguarding Policy Statement of the Church of England. This is an abridged version of their more detailed document. This is now displayed next to the Church's Safeguarding policy for all to read.

There have been no Safeguarding incidents to report during the year.

We are conscious of our responsibility in safeguarding children and vulnerable adults, and those involved have attended Diocesan trainings and adhere to our Safeguarding Policy

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Parochial Church Council (PCC) of the ecclesiastical Parish of St. John the Baptist, Adel is a Registered Charity which administers the activities of our Church in the Parish. So its policies and procedures are controlled not only by Church law - in particular the *Church Representation Rules 2011*, the *Churchwarden's Measure 2001*, and the *Parochial Church Council (Powers) Measure 1956 (as amended)* - but also by the criminal and civil law of England and Wales and in particular the *Charities Act 2006*.

The policies and procedures of the PCC are formalised in our Governing Document (last updated in January 2015) which, in accordance with the legislation listed above, defines the mission, structure and organisation of the PCC. It commits the PCC to providing a safe environment for all church members and visitors to our premises by implementing all relevant Health and Safety legislation and by adopting and implementing Diocesan and national Church policies and guidelines for the safeguarding of children and vulnerable adults. The Governing Document includes annexes which lay down the rules for the conduct of the Annual Parochial Church Meeting and PCC meetings and gives details of the purpose and procedures of the permanent committees of the PCC.

The PCC has a Standing Committee and 6 other permanent committees:

- Worship Committee
- Mission and Outreach Committee
- Fabric Committee
- Finance Committee
- Social Committee
- Health and Safety Committee

The Governing Document defines the purpose of all 7 committees, their membership, the minimum number of meetings they should hold and the arrangements for reporting back to the PCC. Most of the committees also have oversight of Teams, under the leadership of a coordinator, to carry out particular functions - e.g. Eucharistic ministers; Junior Church leaders; churchyard conservation.

ADMINISTRATIVE INFORMATION

The Parish Church of St. John the Baptist is situated at the junction of Church Lane and Back Church Lane in Adel, north Leeds. The Parochial Church Council is a Registered Charity no: 1133876; during 2021, its members (i.e., trustees) were:

Rev'd Alison Battye		<i>Chairperson and Rector</i>
Lucy Best-Shaw)	<i>Churchwardens</i>
Alison Howarth)	
Bruce Buchan)	
Mark Seaward)	<i>Deanery Synod Representatives</i>
Lesley Walton		Marjorie Cole
Holloway	Allan Dawson	Bob
	Jenny Jones	

Sarah Johnson

Margaret Perkin

Tina Gledhill

Susan Smith

Loveday Loveridge

Andy Neal

Marissa Clayton

Mary Larner

Carole Smithies

Paul Barker

Andy Neal,

PCC Secretary

468 Otley Road, Adel, Leeds, LS16 8AE

ADEL PAROCHIAL CHURCH COUNCIL, LEEDS.

FINANCIAL STATEMENTS

FOR THE YEAR ENDING 31ST DECEMBER 2021

ACCOUNTING POLICIES.

Basis of Financial Statements.

The Financial Statements have been prepared under the Church Accounting Regulations 2006 in accordance with the applicable accounting standards and Statement of Recommended Accounting Practice and Reporting by Charities 2005 (SORP 2005).

The Financial Statements include all transactions, assets and liabilities for which the Parochial Church Council (PCC) is responsible in law. They do not include the accounts of Church Groups that owe their affiliation to another body, nor those that are informal gatherings of church members.

Fund Accounting.

Endowment Funds are funds, the capital of which must be retained permanently, however the investment income can be used depending upon the purpose for which the endowment was established in the first place. Adel PCC does not have any *Endowment Funds*.

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

Designated Funds are general funds set aside by the PCC for a specific use in the future, such as an Organ Fund. *Designated Funds* remain unrestricted and the PCC can move them for general purposes.

Restricted Funds are funds received, such as restricted donations, legacies, grants and so forth where the donor or donors specify the purpose or PCC activity intended by the donor or donors. The PCC must only use *Restricted Funds* for the purposes for which the donation, legacy, grant and so forth was given.

Incoming Resources.

Collections, Planned Giving receivable under Gift Aid, Income Tax recoverable on gift aid donations, Grants and Legacies to the PCC, Funds raised by concerts, barbeques and similar events, Sales of Books from the church bookstall and of the Parish Magazine, and Rental income from the lettings of the Church Hall (The Old Stables) are recognised when received. *Income Interest* from investments is recognised when received. Realised gains or losses are recognised when the *Investments* are sold. Unrealised gains or losses are accounted for on revaluation of *Investments* at 31st December.

Resources Expended.

All expenditure is recognised when it is incurred.

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. No value is placed on movable church furnishings held by the Rector and Church Wardens on special trust and which require a faculty for disposal since the PCC consider this to be inalienable property. All expenditure incurred during the year on consecrated or benefice buildings and movable church furnishings, whether maintenance or improvement, is written off as soon as paid. New and replacement items of equipment are written off when acquired.

Adel PCC Unrestricted Funds , Receipts and Payments. Year ending December 2021

	2021	2020
RECEIPTS		
<i>Regular Giving</i>		
Planned Giving under Gift Aid	56665	56894
Planned Giving not under Gift Aid	3591	2650
Collections (Open Plate) and other giving	9576	4482
Income Tax recovered on Unrestricted Receipts	14626	17110
Total	84458	81136
<i>Other Voluntary Receipts</i>		
Unrestricted Donations	10172	6888
Sundry Receipts/Transfer from CBF (£10000)	0	0
Insurance Received	0	0
Total	10172	6888
<i>Receipts from activities for generating funds</i>		
Parish Magazine (Adel Bells) Sales and Adverts	3019	2208
Bookstall	312	121
Fundraising Activities by Social Committee	3905	819
100 Club Draw	3980	4321
Church Hall (The Old Stables) Lettings	5470	2655
Total	16686	10124
<i>Receipts from Church Activities</i>		
Fees Payable to PCC from weddings and Funerals	10,500	7500
<i>Receipts from Investments</i>		
Interest and Dividends on Unrestricted Funds	24	204
TOTAL UNRESTRICTED RECEIPTS	121840	105852
PAYMENTS		
Diocesan Parish Share	94000	70992
Clergy Expenses	882	773
Missionary and Charitable Giving	2400	3100
Junior Church and Youth Work	264	33
Local Mission and Outreach	1340	917
Provision of Services	339	685
Provision of Music	2101	900
Church Running Expenses	1614	2965
Church Minor Maintenance	226	607
Churchyard Upkeep, including paths and walls	2598	2402
Expenditure on Parish Magazine (Adel Bells)	3690	2565
Expenditure on Bookstall	0	0
Church Hall (The Old Stables) Running Costs (including Insurance)	3937	5013
Church Hall (The Old Stables) routine maintenance	471	21
Administration	239	442
Fund Raising Expenses	149	14
100 Club Draw Prizes	1663	2016
Church Insurance	2244	2443
Sundry Expenses	1887	638
TOTAL UNRESTRICTED PAYMENTS	120044	96526
Excess of receipts over payments 2021	1796	9326

	2021	2020
RECEIPTS		
Legacies	5000	5000
Interest and Dividends on Restricted Funds	25	221
TOTAL RESTRICTED RECEIPTS	5025	5221
PAYMENTS		
Work on Electrics	0	1059
Installation of streaming in church	5567	0
Architects Fees	0	2630
Investigation and drainage work	1140	0
Fabric Repairs Q5	10283	2222
TOTAL RESTRICTED PAYMENTS	16990	5911

	2021	2020
CURRENT ASSETS		
Cash in Current and Reserve Accounts at Nat West Bank	18456	16678
Cash with Church Hall (The Old Stables) Manager	60	0
At Central Board of Finance Deposit Account (General)	42730	42707
At Central Board of Finance Deposit Account (Fabric)	13144	13137
At Central Board of Finance Deposit Account (Legacy)	21276	38247
TOTAL CURRENT ASSETS	95666	110769

FIXED ASSETS AND INVESTMENTS		
Church Hall (The Old Stables) -- (See Notes)	120107	120107
Investment Assets -- (See Notes)	155600	132203
TOTAL FIXED ASSETS AND INVESTMENTS	275707	252310

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